



SELECT BOARD MEETING
Town of Southwest Harbor
Town Office & Via Zoom*
6:00 p.m. ~ Tuesday, July 25, 2023

MINUTES

1. **CALL TO ORDER:** Chair Carolyn Ball called meeting at 6:00 pm
2. **ROLL CALL:** Present. Chair Carolyn Ball, Chapin McFarland, Jim Vallette, Vice Chair Natasha Johnson, Luke Damon, Manager Marilyn Lowell, and Town Clerk Jennifer LaHaye.
 - A. **Excused Absences:** NONE
3. **ADOPTION OF AGENDA:** *Request of the Town Manager for a motion to adopt the agenda as presented.*

Johnson motioned to adopt the agenda as presented. Seconded by McFarland. Vote: 5/0/0.

4. **PUBLIC HEARING:**

- A. **Liquor License Renewal – Causeway Club, Inc.:** *Request of Causeway Club, Inc. on behalf of The Causeway Club, 10 Fernald Point Rd., SWH for an On-Premises Beer, Wine, and Spirits liquor license renewal.*

Damon motioned to recommend approval of the application of Causeway Club, Inc. on behalf of The Causeway Club, 10 Fernald Point Rd., SWH, for an On-Premises Beer, Wine, and Spirits liquor license. Seconded by Johnson. Vote: 5/0/0.

- B. **Liquor Auxiliary License – Causeway Club, Inc.:** *Request of Causeway Club, Inc. on behalf of The Causeway Club, 10 Fernald Point Rd., SWH for a Liquor Auxiliary License.*

Damon motioned to recommend approval of the application of Causeway Club, Inc. on behalf of The Causeway Club, 10 Fernald Point Rd., SWH, for a Liquor Auxiliary License as an addition to the current liquor license for a mobile service bar on the 9-hole golf course. Seconded by Johnson. Vote: 5/0/0.

- C. **Liquor License Renewal – Salvio Holdings, LLC:** *Request of Salvio Holdings, LLC on behalf of Harbour Cottage Inn, 9 Dirigo Rd., SWH for an On-Premises Beer, Wine, and Spirits liquor license renewal.*

Damon motioned to recommend approval of the application of Salvio Holdings, LLC on

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behalf of Harbour Cottage Inn, 9 Dirigo Rd., SWH, for an On-Premises Beer, Wine, and Spirits liquor license. Seconded by Johnson. Vote: 5/0/0.

5. APPROVAL OF MINUTES: *Request of the Town Manager for a motion “to approve the minutes of....*

A. July 11, 2023 – SB Meeting

Damon noted the third-party background investigation, polygraph & psychological test were a big part of hiring and should be added. Vallette noted Cable Crossing be added to sign placement.

Johnson motioned to approve 7.11.2023 SB minutes as amended. Seconded by McFarland. Vote: 5/0/0.

6. APPROVAL OF WARRANTS:

Town FY 22/23 A/P: W#140	Town Payroll: W#0720 & 0727
Town FY 23/24 A/P: W#10	School Payroll: W#7
Trust & Agency: W#6 & 9	School A/P: W#5 & 8
Main St. Project FY 22/23 A/P: W#139	

Johnson motioned to approve warrants as presented. Seconded by McFarland. Vote: 5/0/0.

7. REGULAR BUSINESS:

A. Liquor License Renewal –The Lindquist Group, LLC: *Request of The Lindquist Group, LLC. on behalf of Red Sky Restaurant, 14 Clark Point Rd., SWH for an On-Premises Beer, Wine, and Spirits liquor license renewal.*

Damon motioned to recommend approval of the application of The Lindquist Group, LLC on behalf of Red Sky Restaurant, 14 Clark Point Rd., SWH, for an On-Premises Beer, Wine, and Spirits liquor license. Second by Johnson. Vote: 5/0/0.

B. N. Causeway Overhead Lines Put Underground: *Versant Power contacted Code Enforcement about a permit needed for putting overhead lines underground on N. Causeway Lane.*

Bernhart’s pulled this project.

C. Manset Pay Parking/Harbormaster Office: *Request of the Select Board to discuss potential kiosk implementation and the progress of the new Harbormaster Office.*

Nick Maderia and Anne Napier attending the meeting to give information and support of Parking Kiosks and the new harbormaster office.

Maderia gave an update on the Kiosks which the Harbor Committee felt would be beneficial to the town. They would help manage illegal parking issues and bring in revenue for the town. There are several distinct aspects to the Kiosks and how they could be used to track parking violators.

Maderia asked Mark Berling with IPS Group who supply parking Kiosks. He went over some of the aspects such as wireless, pay apps, 1 year warranty on parts, pay by plate, pay & display etc. He will provide a quote for three machines with pay by plate, credit card, and any other options available will be listed. The board will discuss again with the Harbor Committee along with a parking plan.

Anne Napier has been instrumental in getting the plans and information needed to proceed to the next level of going before the Planning Board with the site plans for the new Harbormaster Office. Anne brought the office plans and supplied informational sheets for the SB with sizes, pricing, and additional anticipated costs sheet. The 14'x18' building with vinyl siding and metal, as recommended, was determined by Harbormaster to have the best footage needed. There was great discussion on all the aspects of the plan. Local contractors were a year out, so Anne retrieved quotes from 2 Amish builders, and it was decided to work with Back Yard Builders. They can complete the building in 12 weeks and deliver. They do all the electrical wiring, inside finishing, finish bathroom floor to a point for the allowance of plumbing connections to be done by a separate plumbing contractor. The goal is to have delivery of the building from the end of October to beginning of November.

Johnson motioned to authorize the Harbormaster and Harbor Committee to move forward with the Harbormaster Office project. Seconded by Damon.

For discussion Vallette stated the Harbor Committee was talking at the last meeting that they could move forward with the project because the money was in the budget, without SB approval. This statement is untrue and SB approval is needed.

Voted: 5/0/0.

- D. High Road, Dirigo Road and Forest Ave. Speed Limits:** *Request of Scott Alley to discuss the reduction of speed to 15 mph on the three roads.*

McFarland motioned to confirm the authorization to reduce the speed limit to 15 mph on High Rd., Dirigo Rd., and Forest Ave. and having Public Works replace speed signs with new ones. Seconded by Johnson. Voted: 4/0/1. Ball against.

- E. Chris' Pond Signage:** *Request of Chair, Carolyn Ball to discuss signage with all members of board.*

There was good discussion on the sign removed from Chris' Pond. The board would like to see a more positive sign. Vallette suggested a sign at Googs Pond also for consistency on all town properties. The manager and CC will discuss signage more with ideas for the Aug. 22nd meeting. McFarland suggested looking a signs in other areas like Acadia National Park and Land & Garden Preserve in Seal Harbor.

- F. MMA Election of V. President & Executive Committee Members:** *Request of MMA to complete Annual Election Ballot.*

Vallette motioned to authorize the Town Manager to mark the official MMA ballot with the Select Board's choice for vice-president and executive committee members. Seconded by Johnson. Vote: 5/0/0.

- G. Municipal Quitclaim Deed:** *Request of Town Manager to release liens, from 1983 + 1985 with a Municipal Quitclaim Deed.*

Johnson motioned to authorize the SB to sign and authorize the Municipal Quitclaim Deed to be filed on Avis Bradford's behalf. Seconded by Vallette. Vote: 5/0/0.

8. FINANCIAL REPORTS: *Presentation of the monthly Budget Variance Report, Revenue Variance Report and Reserves Report.*

None presented.

9. LIAISON REPORT:

~Johnson went to Climate Thrive Jamboree on Islesford. Encourage working with Cranberry for future projects where Cranberry relies on SWH infrastructure. Increase efficiency in the future and electrical utility sustainability.

~Johnson emailed Sarah & John about boat house (bigger footprint) & stairs in Town ROW.

~Vallette said Tony Smith, ADD attended the last SWTF meeting and said there is grant potential for an infrastructure compactor and there was going to be a Statewide Q&A on it. Vallette will report back at the next meeting.

10. MANAGER REPORT:

See attached report.

11. SUGGESTIONS FOR THE NEXT MEETING: *No action will be taken, other than to place the requested item on the next agenda.*

*Audit review

*Conservation Commission/Chris' Pond

*State Q&A Grant update (SW)

*Comprehensive Plan implementation

*Harbor Committee Parking Plan

*Liaisons

*CIP/Reserves

*Employee introduction

*North Causeway Lane survey

12. NEXT MEETING DATE: *Adoption of a motion to confirm the date of the next regular meeting for Tuesday, August 22nd at 6:00 p.m. in the Town Office meeting room.*

Johnson motioned to confirm the date of the next meeting for Tuesday, August 22nd at 6:00 p.m. in the Town Office meeting room. Seconded by McFarland. Vote: 5/0/0.

13. ADJOURNMENT:

Johnson motioned at 8:49 pm to adjourn the meeting. Seconded by Damon. Vote: 5/0/0.

Respectfully Submitted,

Marilyn J Lowell
Town Manager

APPROVED

Carolyn Ball, Chair

Natasha Johnson, Vice Chair

Jams Vallette

Luke Damon

Chapin McFarland