

SELECT BOARD MEETING
Town of Southwest Harbor
Town Office & Via Zoom*
6:00 p.m. – Tuesday, May 13, 2025

AGENDA

1. CALL TO ORDER:

2. ROLL CALL:

A. Excused Absences *(if any)*

3. ADOPTION OF AGENDA: *Request of the Town Manager for a motion to adopt the agenda as presented.*

4. APPROVAL OF WARRANTS:

PUBLIC HEARING:

A. Liquor License Renewal – The Upper Deck SWH, LLC: *Request of The Upper Deck SWH, LLC on behalf of The Upper Deck, 433 Main Street, SWH for an On-Premises Beer, Wine, and Spirits liquor license renewal.*

B. Special Amusement Permit - The Upper Deck SWH, LLC: *Request of The Upper Deck SWH, LLC on behalf of The Upper Deck, 433 Main Street, SWH for a Class D/E Special Amusement Permit.*

5. APPOINTMENTS:

A. Assessor: *Request of Town Clerk to appoint Matt Caldwell and Jeremy Frye as Assessors.*

B. Treasurer, Tax Collector, GA Administrator, and Road Commissioner: *Request of Town Clerk to appoint Karen Reddersen as Treasurer, Tax Collector, GA Administrator, and Road Commissioner.*

C. Deputy Tax Collector/Treasurer: *Request of Town Clerk to appoint Becky L. Gatcomb, Jennifer E. LaHaye, and Madilynn Michaud as Deputy Tax Collectors/Treasurers.*

D. Public Access Officer: *Request of Town Clerk for to appoint Jennifer E. LaHaye as the Public Access Officer.*

* *To access the meeting using Zoom, please click the meeting link on the home page of the Town's website www.southwestharbormaine.org.*

6. REGULAR BUSINESS:

A. Appointment Confirmation:

- a. **Deputy GA Administrator:** *Request of Town Clerk to confirm Town Manager's appointment for Jennifer LaHaye as Deputy GA Administrator.*
- b. **Animal Control Officer:** *Request of the Town Clerk to confirm the Town Manager's appointment for James Kamorski as the Animal Control Officer.*
- c. **Code Enforcement Officer, Plumbing Inspector, E911 Addressing Officer, and Health Officer:** *Request of Town Clerk to confirm Town Managers appointment for John Larson as Code Enforcement Officer and Plumbing Inspector, E911 Addressing Officer, and Health Officer.*
- d. **Harbormaster:** *Request of Town Clerk to confirm Town Manager's appointment for Robert Leavitt as Harbormaster.*
- e. **Deputy Harbormaster:** *Request of Town Clerk to confirm Town Manager's appointment for Michael Slater as Deputy Harbormaster.*
- f. **Fair Hearing Officer (General Assistance):** *Request of Town Clerk to confirm Town Manager's appointment for Jesse Dunbar as Fair Hearing Officer (GA).*

B. Discussion of Harbor Committee Structure and Criteria for Appointment: *Request of the Select Board Chair to discuss the structure of the Harbor Committee and the criteria for selection of members*

C. Southwest Harbor Fee Schedule: *Request of the Town Manager to present and adopt updated transient mooring fee schedule.*

D. Discussion of Bid Submissions for Manset Pier Repairs and FEMA Support for Related 2024 Storm Damage: *Update by the Town Manager on the Manset Pier bid submissions and the level of support anticipated from FEMA on the 2024 storm related damage.*

E. Water/Sewer District 12" Main Pipe Project Request-Manset: *Request of the Water/Sewer District Manager to approve funds for completion of current phase of Manset 12" main pipe upgrade between Kings Road and Ocean House Road.*

F. MOU with Town of Tremont for use of Hot Box Paving Trailer: *Request of Town Manager, Town of Tremont to enter into Memorandum of Understanding for Use of Hot Box Paving Trailer*

G. Town Meeting Recap: *Request of Select Board Chair to have a recap of the Town Meeting.*

7. ELECTION OF OFFICERS:

A. Select Board Chair:

B. Select Board Vice-Chair:

8. DETERMINATION OF SELECT BOARD LIAISONS:

9. LIAISON REPORT:

10. MANAGER REPORT:

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

12. NEXT MEETING DATE: *Adoption of a motion to confirm the date of the next meeting for Tuesday, May 27th at 6:00 p.m. at the Town Office Meeting Room*

13. ADJOURNMENT:

Manager's Memo

To: Southwest Harbor Select Board
From: Karen Reddersen, Town Manager
cc: Staff, Media, Other Interested Parties
Date: 4.22.2025

Re: **Select Board Meeting of May 13, 2025**

Items To Bring with You

To save paper and staff time, we have not copied the following documents, *****, since you received it previously. If you need another copy, please call the Manager, Karen Reddersen, at 244-5404 or email her at manager@southwestharbor.org.

CALL TO ORDER – 6:00 P.M.

Excused Absences

At this time, no Select Board member has told us that they will miss the meeting. However, should that happen, it is best to pass a motion excusing anyone who tells us that they will be unable to attend.

PUBLIC HEARING

Liquor License Renewal: Request received from The Upper Deck SWH, LLC on behalf of The Upper Deck, 433 Main Street, SWH, for an On-Premises Beer, Wine, and Spirits liquor license. Should you wish to approve this license after hearing public comment, I respectfully suggest passage of a motion to recommend approval of the application of The Upper Deck SWH, LLC on behalf of The Upper Deck, 433 Main Street, SWH, for an On-Premises Beer, Wine, and Spirits liquor license.

Special Amusement Permit: Request received from The Upper Deck SWH, LLC on behalf of The Upper Deck, 433 Main Street, SWH, for a Class D/E Special Amusement Permit. Should you wish to approve this permit, I respectfully suggest passage of a motion to recommend approval of the application of The Upper Deck SWH, LLC on behalf of The Upper Deck, 433 Main Street, SWH, for a Class D/E Special Amusement Permit.

APPOINTMENTS

Assessor: I respectfully suggest passage of a motion to appoint Matt Caldwell and Jeremy Frye as Assessors for term effective until June 30, 2026.

Treasurer, Tax Collector, GA Administrator, and Road Commissioner: I respectfully suggest passage of a motion to appoint Karen Reddersen as Treasurer, Tax Collector, GA Administrator, and Road Commissioner for term effective until June 30, 2026.

Deputy Tax Collector/Treasurer: I respectfully suggest passage of a motion to appoint Becky L. Gatcomb, Jennifer E. LaHaye, and Madilynn Michaud as Deputy Tax Collectors/ Treasurers for term effective until June 30, 2026.

Public Access Officer: I respectfully suggest passage of a motion to appoint Jennifer E. LaHaye as Public Access Officer for term effective until June 30, 2026.

REGULAR BUSINESS

Appointment Confirmations:

Deputy GA Administrator: I respectfully suggest passage of a motion to confirm Town Manager's appointment for Jennifer LaHaye as Deputy GA Administrator for a term effective until June 30, 2026.

ACO Officer: I respectfully suggest passage of a motion to confirm Town Manager's appointment for James Kamorski as the ACO Officer, for a term effective until June 30, 2026.

Code Enforcement Officer, Plumbing Inspector, E911 Addressing Officer, and Health Officer: I respectfully suggest passage of a motion to appoint John Larson as Code Enforcement Officer, Plumbing Inspector, E911 Addressing Officer, and Health Officer for term effective until June 30, 2026.

Harbormaster: I respectfully suggest passage of a motion to appoint Robert Leavitt as Harbormaster for the effective until June 30, 2026.

Deputy Harbormaster: I respectfully suggest passage of a motion to appoint Michael Slater as Deputy Harbormaster for term effective until June 30, 2026.

Fair Hearing Officer (General Assistance): I respectfully suggest passage of a motion to appoint Jesse Dunbar as Fair Hearing Officer (GA) for term effective until June 30, 2026.

Discussion of Harbor Committee Structure and Criteria for Applicant Selection: At the Select Board meeting April 22, 2025, appointments to the Harbor Committee were tabled for further review of the Harbor Committee structure. The Harbor Ordinance allows for appointment by the Select Board up to 12 members. There are currently nine members serving on this committee. The Select Board Chair has requested discussion on the criteria for applicant selection.

Southwest Harbor Fee Schedule: The Harbormaster, in collaboration with the Harbor Committee, has recommended reducing the transient mooring rental fee from \$60 to \$50 per night for the 2025 boating season. This reduction, along with the implementation of an automated reservation and payment system, will streamline the process and align our rates more competitively with neighboring harbors. I respectfully request passage of a motion to adopt the updated fee schedule as presented.

Discussion of Bid Submissions for Manset Town Repairs and Status of FEMA Support for Related 2024 Storm Damage: On April 30, 2025 at 10:00 a.m., bids were opened by the Town Manager and Town Clerk for the Manset Town Dock repairs. Two bids were received. Bancroft Contracting Corporation-bid on poured concrete Options A and C, in the amount of \$797,500. CPM contractors bid on poured concrete Option C in the amount of \$720,000. No vendors bid on the pre-cast concrete options. In discussions with FEMA, they have determined that these amounts are cost-prohibitive from a mitigation

standpoint. FEMA allowances are included in this document as presented. Bids for storm damage to Harbor Ave., Shore Road, the parking lot at Manset Dock and Cable Crossing are being developed and requests for permits are in process. Abutters on Shore Road must also be notified. It is anticipated that that bids documents will be ready mid-June. Once submissions are received, a total determination of funding for the projects will need to be identified. The Town Manager is working with the State to obtain an extension with FEMA due to time of bids, summer season impacts, permit schedules and other factors. Projects have been obligated by FEMA and funds are being distributed to the State.

Water/Sewer District 12" Main Pipe Project Request-Seawall: The Water/Sewer District Manager has requested consideration by the Town for funds to complete the current phase of 12" water main pipe replacement in Manset. This past year, 25 service locations between King's Lane and Ocean House Road were upgraded, and temporary road patching was installed as directed by the District. Due to lack of funding and the transition of the District Supervisor, the road work required by MaineDOT was not completed and the MaineDOT inspector has stressed the need to complete this aspect as soon as possible. The temporary patching is not sufficient and permanent paving per MaineDOT standards must be completed. The District has provided a quote from the vendor who has completed the initial part of this project for the completion of the project in the amount of \$107,808.00. They have confirmed that they can begin the work May 28th and complete this work in a two-week period, weather permitting. I am respectfully a motion authorizing use of funds in the amount of \$107,808.00 for the completion of this Water/Sewer District project in Manset between King's Lane and Ocean House Road from _____.

Memorandum of Understanding (MOU) with Town of Tremont for use of the Hot Box Paving Trailer: The Town Manager of the Town of Tremont reached out to discuss the feasibility of utilizing Southwest Harbor's Hot Box Paving Trailer, as this is a significant purchase with a defined limited need annually. Highway Supervisor, Scott Alley, was fine with the request to periodically borrow this equipment, and the Town Manager of Tremont provided a draft MOU that has been included in the packet. I respectfully request a motion authorizing the Town Manager to sign a MOU allowing the Town of Tremont to utilize the Hot Box Paving Trailer, VIN T4D052812366.

Election of Officers: I respectfully request a motion to nominate _____ as chair for the Southwest Harbor Select board, term ending May 5, 2026.

I respectfully request a motion to nominate _____ as vice-chair for the Southwest Harbor Select board, term ending May 5, 2026.

Determination of Select Board Liaisons: I respectfully request a motion to nominate the following Select Board members to serve as liaisons to the Southwest Harbor Committees, terms ending May 5, 2026:

- _____ liaison to Planning Board
- _____ liaison to Board of Appeals
- _____ liaison to Conservation Commission
- _____ liaison to Shellfish Conservation Commission
- _____ liaison to Harbor Committee
- _____ liaison to Sustainability Committee
- _____ liaison to Warrant Committee

NEXT MEETING DATE

You have previously scheduled your next meeting for Tuesday, May 27th at 6:00 p.m. in the Town Office meeting room. Should you wish to keep with this same schedule, I respectfully suggest passage of a motion to confirm the date of the next meeting for Tuesday, May 27th at 6:00 p.m. in the Town Office meeting room.

ADJOURNMENT

See You Tuesday!



Application Copy

File Number: 66451

Job Type: Renewal Application

LICENSE #

CAR-14-102271

APPLICATION DATE RECEIVED

2025-04-25

LICENSE TYPE

On-Premises: Beer, Wine & Spirits

LICENSEE

THE UPPER DECK SWH LLC

AGENT NAME

EFFECTIVE DATE

2024-06-05

EXPIRES

2025-06-04

STATUS

Active

PREMISES NAME

UPPER DECK, THE

NEW SECONDARY LICENSE(S)

None selected

PREMISES TYPE

Class A Restaurant

PREMISES NAME

UPPER DECK, THE

OPERATOR

THE UPPER DECK SWH LLC

PHYSICAL ADDRESS

433 MAIN ST SOUTHWEST HARBOR ME 04679

MAILING ADDRESS

433 MAIN ST SOUTHWEST HARBOR ME 04679

CONTACT NAME

DEBBY DEMURO DUBOIS

PREFERRED CONTACT METHOD

Email

Town of Southwest Harbor
Application for Special Amusement Permit

Debby Dubois

Applicant: The Upper Deck Date: 4.25.2025

Address: 433 Main Street SWH ME. 04679

Business Name: The Upper Deck Nature of Business: _____

Type of Event: Entertainment

When: Afternoons Where: The Upper Deck

Places of residence of applicant during past five years: _____

6140 Costanero Rd St. Aug FL 32080

License ever denied: YES NO If no, why: _____

Convicted of a felony: YES NO Circumstances: _____

Application is hereby made for a Special Amusement for the following:

Check only one

- Class A- Single instrumentalist without mechanical amplification.
- Class B- Single instrumentalist and vocalist without mechanical amplification.
- Class C- One or more vocalist and/or instrumentalists without mechanical amplification.
- Class D- Any of the above with mechanical amplification.
- Class E- Dancing with any of the above or accompanied by music produces by radio or other mechanical device.

By Phone
Signature

PERMIT FEE OF \$50.00 (✓) PAID () NOT PAID

Inspection _____

The Board of Selectmen of the Town of Southwest Harbor hereby: **Approves** **Denies**
a Special Amusement Permit to _____
for a Class _____ permit.

Chairperson, Board of Selectmen

May 13, 2025
Date

CERTIFICATE OF APPOINTMENT

(Title 30-A, M.R.S.A. § 2602)

SELCECT BOARD OFFICE

MUNICIPALITY OF SOUTHWEST HARBOR

May 8, 2025

To Municipality of Southwest Harbor, in the County of Hancock and State of Maine, do in accordance with the provisions of the laws of the State of Maine, hereby appoint the following as noted, within and for the Municipality of Southwest Harbor.

Such appointment(s) to begin July 1, 2025, and expire on June 30, 2026.

Matt Caldwell
Jeremy Frye

Assessor

Given under our hands this 13th day of May 2025.

Select Board Member Chair

Select Board Member Vice Chair

Select Board Member

Select Board Member

Select Board Member

Select Board of Southwest Harbor

County of Hancock

CERTIFICATE OF APPOINTMENT
(Title 30-A, M.R.S.A. § 2602)

SELECT BOARD OFFICE

MUNICIPALITY OF SOUTHWEST HARBOR

May 8, 2025

To Municipality of Southwest Harbor, in the County of Hancock and State of Maine, do in accordance with the provisions of the laws of the State of Maine, hereby appoint the following as noted, within and for the Municipality of Southwest Harbor.

Such appointment(s) to expire on June 30, 2026.

Karen Reddersen

Treasurer
Tax Collector
GA Administrator
Road Commissioner

Given under our hands this 13th day of May 2025

Chair Carolyn Ball

Select Board of Southwest Harbor
County of Hancock

Vice Chair Natasha Johnson

Chapin McFarland

Noah Burby

Dan Norwood

CERTIFICATE OF APPOINTMENT
(Title 30-A, M.R.S.A. § 2602)

SELECT BOARD OFFICE

MUNICIPALITY OF SOUTHWEST HARBOR

May 8, 2025

To Municipality of Southwest Harbor, in the County of Hancock and State of Maine, do in accordance with the provisions of the laws of the State of Maine, hereby appoint the following as noted, within and for the Municipality of Southwest Harbor.

Such appointment(s) to expire on June 30, 2026.

Becky Gatcomb
Jennifer E. LaHaye
Madilynn Michaud

Deputy Tax Collector/ Deputy Treasurer
Deputy Tax Collector/Deputy Treasurer
Deputy Tax Collector /Deputy Treasurer

Given under our hands this 13th of May 2025.

Chair, Carolyn Ball

Vice Chair, Natasha Watson

Chapin McFarland

Noah Burby

Dan Norwood

Select Board of Southwest Harbor
County of Hancock

CERTIFICATE OF APPOINTMENT

(Title 30-A, M.R.S.A. § 2602)

SELECT BOARD OFFICE

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May 8, 2025

To Municipality of Southwest Harbor, in the County of Hancock and State of Maine, do in accordance with the provisions of the laws of the State of Maine, hereby appoint the following as noted, within and for the Municipality of Southwest Harbor.

Such appointment(s) to expire on June 30, 2026.

Jennifer E. LaHaye

Public Access Officer

Given under our hands this 13th day of May 2025

Chair Carolyn Ball

Select Board of Southwest Harbor

County of Hancock

Vice Chair Natasha Johnson

Chapin McFarland

Noah Burby

Dan Norwood

CERTIFICATE OF APPOINTMENT

(Title 30-A, M.R.S.A. § 2602)

SELECT BOARD OFFICE

MUNICIPALITY OF SOUTHWEST HARBOR

May 8, 2025

To Municipality of Southwest Harbor, in the County of Hancock and State of Maine, do in accordance with the provisions of the laws of the State of Maine, hereby appoint the following as noted, within and for the Municipality of Southwest Harbor.

Such appointment(s) to expire on June 30, 2026.

John Larson

Code Enforcement Officer
Plumbing Inspector
E911 Addressing Officer
Health Officer

Given under our hands this 13th day of May 2025

Chair Carolyn Ball

Select Board of Southwest Harbor

County of Hancock

Vice Chair Natasha Johnson

Chapin McFarland

Noah Burby

Dan Norwood



Town of Southwest Harbor

May 8, 2025

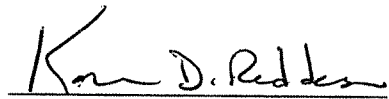
To: Select Board

Re: Town Manager's Appointments

The following appointment(s) made by the Town Manager.

Deputy GA Administrator Jennifer E. LaHaye

Submitted by:


Karen D Reddersen, Town Manager



Town of Southwest Harbor

May 8, 2025

To: Select Board

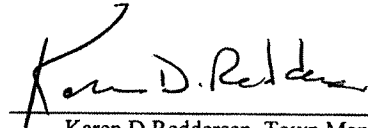
Re: Town Manager's Appointments

The following appointment(s) made by the Town Manager.

Animal Control Officer

James Kamorski

Submitted by:


Karen D Reddersen, Town Manager



Town of Southwest Harbor

May 8, 2025

To: Select Board

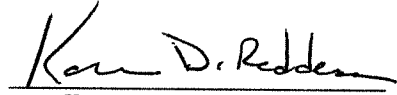
Re: Town Manager's Appointments

The following appointment(s) made by the Town Manager.

Harbormaster

Robert Leavitt

Submitted by:


Karen D Reddersen, Town Manager



Town of Southwest Harbor

May 8, 2025

To: Select Board

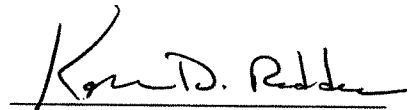
Re: Town Manager's Appointments

The following appointment(s) made by the Town Manager.

Deputy Harbormaster

Michael Slater

Submitted by:


Karen D Reddersen, Town Manager



Town of Southwest Harbor

May 8, 2025

To: Select Board

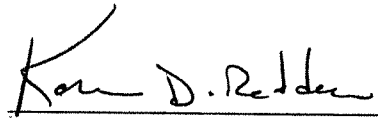
Re: Town Manager's Appointments

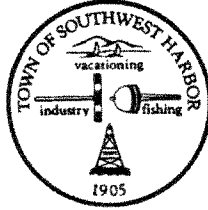
The following appointment(s) made by the Town Manager.

Fair Hearing Officer (General Assistance)

Jesse Dunbar

Submitted by:


Karen D Reddersen, Town Manager



Town of Southwest Harbor

To: Town Manager and Select Board

From: Rob Leavitt, Harbormaster

Date: May 8th, 2025

Subject: Recommendation to Adjust Transient Mooring Fee and Implement Automated Payment System

Overview:

The Harbormaster's Office, in collaboration with the Harbor Committee, recommends reducing the transient mooring rental fee from \$60 to \$50 per night for the 2025 boating season. This recommendation is based on an analysis of regional pricing and is intended to increase transient boater traffic by aligning our rates more competitively with neighboring harbors such as Northeast Harbor and Hinckley's.

Implementation of Automated Payment System:

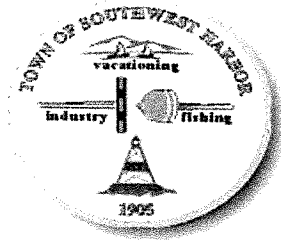
In addition to the fee adjustment, we will be introducing a new automated payment and reservation system. This system will allow transient users to pay online using credit and debit cards, streamlining operations and improving customer service.

Next Steps:

The Harbormaster's Office will monitor harbor activity throughout the 2025 season to evaluate the impact of these changes. Data and feedback collected during the season will inform future recommendations regarding mooring management and fee structures.

Please let me know if further information or discussion is needed.

Respectfully,
Rob Leavitt
Harbormaster



Southwest Harbor Manset Town Dock Repair Bid:

Opened at 10:00 a.m. April 30, 2025

Town Office meeting room

1.) Bancroft Contracting Corporation: (Addendum one included)

Option A: \$797,500.

Option B: No Bid

Option C: \$797,500.

Option D: No Bid

2.) CPM Constructors: (Addendum one included)

Option A: No Bid

Option B: No Bid

Option C: \$720,000.

Option D: No Bid

Present Town Representatives:

Town Manager, Karen Reddersen

Town Clerk, Jennifer LaHaye

Karen D. Reddersen 4/30/2025
Jennifer LaHaye 4/30/2025

Southwest Harbor Water and Sewer

26 Apple Lane

Southwest Harbor Maine 04679

The project on Seawall has been an ongoing project with the goal of abandoning an old six cast main and getting all the services moved over on the newer 12". In ongoing work, the district had Goodwins Construction move approximately 25 of those services between King's Lane and Ocean House Road in 2024. This represents about half the services still needed to move over.

The District and the Town ran out of monies to complete the project in 2024. As of now there is temporary patches in place of permanent pavement. These patches were supposed to be taken care of in the fall of 2024. The Maine DOT has stressed that this project needs to be completed this year. The sooner we can get this project done the better it would be for the District, the Town, and the State.

The following quote was given to the District from Goodwins Construction for finishing up the current temporary patches. This includes the necessary prep work the paving and also traffic control needed to complete the job. I believe it's in the best interest for us to complete the project now with what volatility maybe coming in the pricing of pavement.

Aaron Zurek

Southwest Harbor Water and Sewer

JOHN W. GOODWIN, JR.
P.O. BOX 919
SOUTHWEST HARBOR, MAINE 04679
(207) 244-7805 FAX. (207) 244-7289
NO. 6594

Proposal submits to: Town of Southwest Harbor
P.O. Box 745
Southwest Harbor, ME. 04679
Attention: Aaron Zurek

DATE: April 29, 2025

RE: Manset Pavement Patches

WE HEREBY SUBMIT the following scope of work, specifications, and cost:

1. Mobilize equipment and materials to The work area on the Manset Road.
2. Saw cut the edges of the pavement approximately 1' back per DT Standards.
3. Excavate and dispose of pavement and cold patch in preparation to repave the patches left behind after water work in the street.
4. Fill and fine grade as necessary to grade patches for 4" of new pavement.
5. Hand place two applications of 12.5 mm pavement that will average 2" thick after compaction is achieved.
6. Price includes traffic lights for traffic control to allow for work in the street between Mansel Lane and Ocean House lane.

This proposal DOES NOT include any of the following:

1. Permits
2. Ledge Conditions
3. Loam & seed
4. Utility work

WE PROPOSE HEREBY to furnish material and labor – complete in accordance with the above specifications, for the sum of: \$ 107,808.00

TERMS: 1/3 down; remainder to be invoiced as work is completed
1 ½% interest after 30 days

AUTHORIZED BY: *Ronald Sanborn*

APPROVED BY: _____ DATE: _____

Please return a signed proposal with 1/3 down payment to the address shown above.
Note: THIS PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 7 DAYS

MEMORANDUM of UNDERSTANDING

Between

Town of Southwest Harbor
&
Town of Tremont
P.O. Box 159, Bernard, ME 04612

PURPOSE

The purpose of this Memorandum of Understanding (MOU) is to define the conveyance, on a temporary use basis, of a Spaulding Mag Inc. Hot Box Paving Trailer, VIN T4D052812366, from the Town of Southwest Harbor to the Town of Tremont, for its use in paving pot holes.

TERMS

The term of this MOU is in effect upon its execution and ends upon both parties mutually agreeing to terminate the MOU. The Town of Southwest Harbor will retain ownership of the hot box trailer and remain responsible for its registration, and related administrative responsibilities including insurance. The Town of Tremont will be wholly responsible for the contents of the trailer, any insurance/security of said contents and shall maintain insurance on the trailer while it is in the Town of Tremont's possession.

TRAILER DEPLOYMENT AND USE

The Town of Tremont will coordinate the use of the trailer with the Town of Southwest Harbor public works department, providing sufficient notice and not interfering with the Town of Southwest Harbor's own use of the trailer. The trailer will be kept for the duration of this MOU at The Town of Southwest Harbor's Public Works Garage, other than when in use by the Town of Tremont, it shall be kept at the Town of Tremont Public Works Garage, located at 20 Harbor Drive, Bass Harbor, ME 04653.

DISPOSITION

At such time when The Town of Tremont no longer has need for its use of the utility trailer, it will be fully emptied, and cleaned; The Town of Tremont will notify The Town of Southwest Harbor of its end of use.

IN WITNESS WHEREOF, the Town of Southwest Harbor and the Town of Tremont, hereby execute this MOU and further acknowledge that each of the signatures below has been duly authorized to execute this agreement on behalf of the parties.

ATTEST this _____ of May, 2025

The Town of Tremont

The Town of Southwest Harbor



Town of Southwest Harbor

Office of the Town Manager

P.O. Box 745 ~ 26 Village Green Way

Southwest Harbor, ME 04679

Tel. 207-244-5404

Karen Reddersen, Town Manager

www.southwestharbormaine.org

manager@southwestharbor.org

5.9.2025

TOWN MANAGER REPORT

WWTP COMPLETED AND SCHEDULED WORK:

Work Completed during Week of April 21, 2025

- Completed demolition of North side window ledgers.
- Completed initial blower startups on blowers 1,2,3 & 5.
- Continued installing plumbing lines.
- Began stripping first digester wall pour.
- Began framing the chemical shed.
- Began demolition of loose concrete on perimeter beams.
- Began starting up and programming new MCC equipment.
- Installed rebar and forms for second digester wall pour, chem shed slab and influent pump area infills.
- Poured second digester wall, chem shed slab and influent pump infill.
- Removed damaged roof lightweight concrete.
- Took delivery of new influent pumps and put into influent pump area.

Work Scheduled for Week of April 28, 2025

- Begin installing forms for 3rd and 4th digester wall pours.
- Begin installing influent pumps.
- Strip first and second digester wall pours.
- Dampproof digester walls already poured.
- Continue framing chemical shed.
- Continue installing plumbing lines.
- Continue installing miscellaneous conduit and wiring.
- Continue demo of damaged concrete.
- Continue demolition of existing roof.

Work Completed during Week of April 28, 2025

- Loamed, seeded lawn and re-stoned driveway at Dysarts lot.
- Continued stripping digester walls from pours 1 & 2.
- Poured 3rd digester wall pour.
- Continued framing chemical shed.
- Continued installing DI Influent pump piping.
- Began patching concrete around roof perimeter.
- Continued installing wiring to SBR and blower equipment.
- Continued wiring lighting in the boiler room.
- Continued installing HVAC controls wiring.
- Continued demo of the spalled concrete on the perimeter beam.

Work Scheduled for Week of May 5, 2025

- Begin forming 4th digester wall pour.
- Continue stripping previous digester wall pours.
- Repour damaged areas of roof lightweight concrete.
- Continue roof demo and replacement.
- Continue installing DI mechanical piping.
- Continue structural work on the chemical shed.
- Continue installing conduit and wiring.
- Continue switching equipment over from old electrical service.
- Continue installing HVAC controls wiring.
- Continue installing duct work.

MAIN ST. PROJECT COMPLETED AND SCHEDULED WORK:

Work Completed Week ending 5/3/25

Ellsworth contractor RF Jordan & Sons (RF Jordan) continued raising frames and covers on sewer and drainage structures. They also completed cast-in-place invert channels for sewer and drainage manholes and continued loaming and installing side slope rip-rap.

Work Scheduled Week ending 5/10/25

RF Jordan plans to complete raising frames and covers in the areas that are to be milled for the overlay. They will also continue loaming and riprapping.

The project consists of 1,100 feet of sidewalk along Route 102 (Main Street), with drainage work and locally funded utility upgrades. The project is intended to close a sidewalk gap between the village center and nearby housing. Southwest Harbor has hired consultant Olver Associates Inc. of Winterport, to provide inspection services



The Main Street Improvement project work commenced with an anticipated finish date of June 13, 2025. The engineer reports work is currently on schedule. The Town Manager has scheduled a status meeting with the engineer and contractor May 15, 2025 at 2:00 p.m.

The Conservation Commission will be holding a celebration of Chris's Pond tentatively scheduled for Tuesday, June 17, 2025 in the afternoon at 4:00 or 4:30 (details being determined). They have requested that Select Board members attend-please let me know your availability.

Southwest Harbor will be hosting the League of Towns on Tuesday, May 27, 2025 at 9:00 a.m.

Respectfully,

Karen Reddersen
Town Manager