

Regular Meeting
Monday, December 16, 2019

Location: Meeting Room, Town Hall, Northeast Harbor

The regular meeting will begin immediately following the Executive Session.

SelectBoard members present: Chair John Macauley, Matt Hart, Rick Mooers, Martha Dudman, Wendy Littlefield

Others present include: Town Manager Durlin Lunt, Harbormaster John Lemoine, Public Works Director Tony Smith, Police Chief Jim Willis, Tax Collector Lisa Young, Treasurer Kathy Mahar, Town Clerk Claire Woolfolk, Code Enforcement Officer Kimberly Keene. Members of the Public were also in attendance.

I. Call to order at 6:00 p.m.

Chair Macauley called the Meeting to order at 6:00 PM.

II. Executive Session

A. Pursuant to 1 M.R.S.A. §405(6) (A) Town Manager Annual Review, continued

MOTION: Mr. Hart moved, with Ms. Littlefield seconding, to enter into Executive Session.

Motion approved 5-0. The Board entered into Executive Session at 6:00PM.

MOTION: Mr. Mooers moved, with Mr. Hart seconding, to leave Executive Session. Motion approved 5-0. The Board left Executive Session at 6:25PM.

MOTION: Ms. Littlefield moved, with Mr. Mooers seconding, to resume the Meeting. Motion approved 5-0.

III. Post Executive Session

A. Town Manager Annual Review, action if necessary

Chair Macauley stated the Town Manager's Annual Review was complete.

No Action was taken.

IV. Minutes

A. Approval of minutes from December 02, 2019 meeting

MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, approval of the December 2, 2019 Minutes as presented. Motion approved 5-0.

V. Appointments/Recognitions/Resignations

A. Request appointment of Daniel Litchfield as an on-call firefighter effective December 17, 2019

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, appointment of Daniel Litchfield as an on-call firefighter effective December 17, 2019, as presented. Motion approved 5-0.

B. Accept, with regret, the resignation of Michael McGinn as an on-call firefighter effective December 5, 2019

MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, acceptance, with regret, the resignation of Michael McGinn as on-call firefighter effective December 5, 2019, as presented and with thanks to Mr. McGinn. Motion approved 5-0.

VI. Consent Agenda *(These items are considered routine, and therefore, may be passed by the Selectmen in one blanket motion. Board members may remove any item for discussion by requesting such action prior to consideration of that portion of the agenda.)*

A. Renewal of Limited-Purpose Aquaculture (LPA) Licenses for 2020 *(posted in Town Office on 12/02/2019)*

MOTION: Mr. Mooers moved, with Mr. Hart seconding, acceptance of the Consent Agenda as proposed. Motion approved 5-0.

VII. Selectmen's Reports

There were none.

VIII. Unfinished Business

A. Bait House Ownership and Project Update

Public Works Director Tony Smith reported that Eaton Peabody researched the issue of the bait house ownership, going back through the records to 1790. They found no paperwork contesting the Town's ownership of the property. Additionally, there are references to the Town as the owner of the property. Eaton Peabody felt that if ownership was ever contested, the Town would win. They directed the Town purchase Title Insurance on the property as a further precaution. Director Smith has asked the engineer to resume the design process. In the interim, temporary repairs have been made, including repairs to rails, deck, and stairs. These fixes will maintain adequate safety.

Chair Macauley wondered how to get a list of fishermen using the space.

Director Smith noted holding and advertising a public meeting would allow any interested parties to come and participate. There is nothing stating the property is for the use of Seal Harbor fishermen only.

The lease expires June 30, 2020 and will have to be rewritten. The Town should plan to add something to the warrant.

IX. New Business

A. Mount Desert School Committee Presentation

Todd Graham, Chair of the Mount Desert School Committee presented the idea of establishing a middle school for Mount Desert Island. The idea has been discussed with the Long-Range Planning Committee. The idea has been discussed in community forums as well. An informational packet was sent to the Town.

Highlights from the report include:

- The idea targets 7th and 8th grade students. The grades currently vary in size among the island schools.
- Combining these grades would enrich the students' program and give them a collective group of people for a wider variety of education options.

- Larger class sizes would be a benefit.
- Pre-K is being discussed for schools. This means that while elementary schools would be losing two grades, they would potentially be gaining one.
- Creating a middle school would provide special education space both at the elementary schools and at the middle school.
- Project-based education could be offered to these larger groups.
- A combined middle school may allow for a smoother progression to high school.

Principal Gloria Delsandro reported she served on the long-range planning committee. She was excited about the potential of a middle school.

The School Board is looking for feedback from the community on whether the investigation of creating a middle school should continue. The Board is requesting a straw poll be added to the Town Meeting. Should support be found in the community the committee will begin determining the next steps of the idea, such as staffing, academics, a building and cost.

Mr. Hart suggested in the weeks leading up to Town Meeting the School Board host public Q&A sessions or forums. Mr. Graham agreed. Ms. Delsandro noted a video presentation has already been created. Details like building needs have not been discussed at this point.

Mr. Graham felt there was no downside to the idea of a middle school. The potential benefits are so great, it needs to be figured out.

Ms. Delsandro spoke on the potential for unified education programs at a middle school for challenged students. She noted the challenge of serving students from age five to 14 at the elementary school level.

Mr. Graham noted he had sent the straw poll question to Manager Lunt but he could do so again.

The Board agreed such a straw poll would not be a problem. Mr. Graham agreed to resend the question.

B. 2020 Police Chief Sharing Agreement with the Town of Bar Harbor

Police Chief Jim Willis noted the Police Chief Sharing Agreement is the same as last years. It is a two-year agreement.

The goals in the agreement include

- Continuing Information Technology Integration. This will include records management systems software and secure access and remote desktop access.
- Cruiser Camera System. Currently the Towns are on two different systems. Chief Willis is looking for a cloud solution. This would allow for easier electronic report submissions.
- Dispatch Consolidation Feasibility. This would potentially include Southwest Harbor. It will require new consoles.
- Pay Rates Acclimation. Both Towns have different pay rates and some different benefit rates.

- Employment Centralizing Feasibility. Both Towns now have the same health insurance plans. Bar Harbor currently offers an insurance buyout.
- Strategic Planning for Integration of the Agencies. Public Forums would have to be held to determine the interest and where the idea could go.
- Radio Frequency Channel Consolidation.
- Facility Consolidation Feasibility. Bar Harbor's Police Station will be renovated over the winter. This may result in some things being centralized in Mount Desert.
- Improve Efficiencies between the Departments.

Chief Willis added that the Bar Harbor Town Council would review the agreement the following night.

MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of the 2020 Police Chief Sharing Agreement with the Town of Bar Harbor, as presented. Motion approved 5-0.

C. Consider an increase in fees for new and renewal Liquor Licenses to \$70

Town Clerk Woolfolk explained the cost for Public Notice advertising required for the licensing has risen. Currently the Town is absorbing that cost. An increase will cover the extra expense.

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval of an increase in fees for new and renewal Liquor Licenses to \$70.00 as presented. Motion approved 5-0.

D. Authorize Small Animal Clinic Contract for 2020

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, authorization of Small Animal Clinic Contract for 2020, as presented. Motion approved 5-0.

*E. Review of FY 2021 Budgets: Administration and Marina
Administration -*

Town Manager Lunt noted the budget for salaries and benefits are under his purview. He was confident the Marina salary lines are up to date. Some of the Administration salary lines may be high. A spreadsheet will be available for the Town Warrant.

Chair Macauley inquired why the Dues and Membership were low year-to-date. Manager Lunt noted several haven't billed the Town yet. Some the Town will not be paying.

Mr. Mooers asked about the increase in Worker's Compensation. Manager Lunt noted it was difficult to budget. Traditionally, Manager Lunt has been budgeting by taking the year before figure and adding CPI. There is no way to anticipate what the need will be. Treasurer Mahar explained the budget estimation process for Worker's Compensation as salary times the risk code associated with the position. Allocation is set up in the system. Worker's Compensation is billed quarterly. These quarters are not always equal amounts.

Ms. Dudman inquired about the increase in Training cost. Treasurer Mahar noted a new Clerk would be hired. Additional training would be required for this person.

Marina -

Chair Macauley inquired about the mooring inspection services. It seemed low. Harbormaster Lemoine noted that line item in the budget is for random inspection needs. Mooring

inspections for the mooring floats are covered in the CIP. This random inspection line item is rarely used.

It was noted there is no expected cost to the Town for the Bartlett's Landing mooring realignment. The cost is passed on to the mooring owners. The realignment design cost for the mooring plan was budgeted in the CIP, and the Town received a grant for \$5000.00 for half the work. The mooring map is established. The work has not yet been done due to weather and staffing.

Harbormaster Lemoine reported a good year financially at the harbor.

X. Other Business

A. Such other business as may be legally conducted

There was no Other Business.

XI. Treasurer's Warrants

A. Approve & Sign Treasurer's Warrant Accounts Payable (AP)2036 in the amount of \$483,016.06

MOTION: Mr. Hart moved, with Ms. Dudman seconding, approval and signature of Treasurer's Warrant Accounts Payable (AP)2036 in the amount of \$483,016.06, as presented. Motion approved 5-0.

B. Approve Signed Treasurer's Payroll (PR), State Fees, & PR Benefit Warrants AP2034, AP2035, and PR2013 in the amounts of \$2,033.25, \$3,597.50, and \$132,921.75, respectively

MOTION: Mr. Mooers moved, with Mr. Hart seconding, approval of signed Treasurer's Payroll (PR), State Fees, & PR Benefit Warrants AP2034, AP2035, and PR2013 in the amounts of \$2,033.25, \$3,597.50, and \$132,921.75, respectively, as presented. Motion approved 4-0-1 (Littlefield in Abstention).

C. Acknowledge Treasurer's School Board AP/PR Warrants #06 and #12 in the amounts of \$35,624.12 and \$78,827.68, respectively

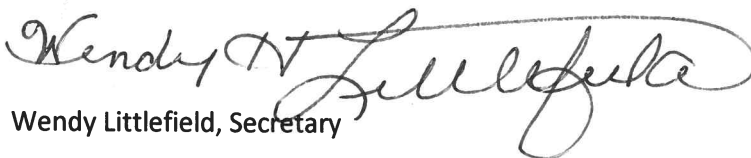
MOTION: Mr. Mooers moved, with Ms. Dudman seconding, acknowledgement of Treasurer's School Board AP/PR Warrants #06 and #12 in the amounts of \$35,624.12 and \$78,827.68, respectively, as presented. Motion approved 5-0.

XII. Adjournment

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, adjournment. Motion approved 5-0.

The meeting adjourned at 7:16PM.

Respectfully Submitted,


Wendy Littlefield, Secretary