

**Town of Mount Desert  
SelectBoard Meeting Minutes  
Meeting Room, Town Hall  
6:30 PM, February 3, 2020**

Board Members present: Chair John Macauley, Rick Mooers, Matt Hart, Martha Dudman, Wendy Littlefield

Town Manager Durlin Lunt, Tax Assessor Kyle Avila, Harbormaster John Lemoine, Town Clerk Claire Woolfolk, Public Works Director Tony Smith, Treasurer Kathy Mahar, Fire Chief Mike Bender.

Members of the Public were also in attendance.

**I. Call to order at 6:30 p.m.**

Chair Macauley called the meeting to order at 6:28 PM.

**I. Minutes**

*A. Approval of minutes from January 21, 2020 meeting*

MOTION: Mr. Hart moved, with Ms. Dudman seconding, approval of the January 21, 2020 Minutes as presented. Motion approved 4-0-1 (Littlefield in Abstention).

**II. Appointments/Recognitions/Resignations**

*A. Recognition of Claire Woolfolk's award for Re-Certified Clerk of Maine from the Maine Town & City Clerks' Association*

MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, recognition of Claire Woolfolk's award for Re-Certified Clerk of Maine from the Maine Town & City Clerks' Association, as presented.

Ms. Woolfolk's accomplishments were extolled.

Motion approved 5-0.

**III. 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. Department Reports: Public Works Highway*

*B. Interim Valuation Adjustments*

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

**IV. Selectmen's Reports**

No Selectmen's Reports were presented.

**V. Unfinished Business**

There was no Unfinished Business.

**VI. New Business**

A. *Request approval to spend \$7,865.00 to upgrade cameras to HD wireless and 1 DVR to HD to handle the new cameras from CIP line Northeast Harbor Equipment Reserve # 6410100-24687 which has a balance of \$10,524.80.*

MOTION: Ms. Littlefield moved, with Mr. Hart seconding, approval to spend \$7,865.00 to upgrade cameras to HD wireless and 1 DVR to HD to handle the new cameras from CIP line Northeast Harbor Equipment Reserve # 6410100-24687 which has a balance of \$10,524.80, as presented.

Harbormaster John Lemoine reported the DVR would be located on the dock in a locked box. Transmission will be received at the Harbormaster's Office. The system will start with nine cameras and can be expanded to up to 16 cameras.

Motion approved 5-0.

B. *Authorize the purchase of a new loader engine to replace the one destroyed by an engine fire from Beauregard Equipment Inc., the vendor we lease/purchased our loader from originally, at a cost of approximately \$32,000, installed and, furthermore, authorize Public Works Director Tony Smith to use funds from the Public Works Equipment Reserve Account Number 4050100-24500 with a current unencumbered balance of approximately \$166,382 to pay for the new engine*

MOTION: Mr. Mooers moved, with Mr. Hart seconding, authorization of the purchase of a new loader engine to replace the one destroyed by an engine fire from Beauregard Equipment Inc., the vendor the Town leased/purchased the loader from originally, at a cost of approximately \$32,000, installed and, furthermore, authorization of Public Works Director Tony Smith to use funds from the Public Works Equipment Reserve Account Number 4050100-24500 with a current unencumbered balance of approximately \$166,382 to pay for the new engine, as presented. Motion approved 5-0.

Public Works Director Tony Smith reported the Town will receive nothing from the insurance company for the damaged engine, other than the insurance company's payment for the interim rental. Beauregard Equipment, Inc. will install the engine.

C. *Consideration of including an article in the May 2020 town meeting warrant for FY-21 asking the voters to approve the sum of \$65,000 for professional technical services related to the Indian Point Road paved shoulder improvements*

MOTION: Mr. Hart moved, with Ms. Dudman seconding, inclusion of an article in the May 2020 town meeting warrant for FY-21 asking the voters to approve the sum of \$65,000 for professional technical services related to the Indian Point Road paved shoulder improvements, as presented.

1 Director Smith explained the work will cover 4700 feet from the Pretty Marsh Road to  
2 the Gray Farm Road. Design and Bidding will be covered in the cost. The intent is to  
3 include an extra four-foot shoulder for safe pedestrian travel.  
4

5 Motion approved 5-0.  
6

7 *D. Discussion of a support model for the service group donation requests*

8 Town Manager Lunt's estimation was that the third-party requests will be down this year.  
9 Last year, approximately \$400,000 was requested via third party.  
10

11 Mr. Lunt estimated this amount is probably high in comparison to some other towns.  
12

13 Mr. Mooers noted that 12 years ago the Town was being asked for approximately \$225k  
14 to \$250k. He encouraged the Board to consider defined support structures, and  
15 benchmarks for third-party requests and come up with rules that remove the arbitrary  
16 nature of the giving. Such a plan would not be for use this year but for future  
17 implementation.  
18

19 Ms. Dudman agreed.  
20

21 Measurements such as the type of organization making a request, what the money being  
22 requested will be used on, information on the requesting group's other fundraising  
23 efforts, and the requirement of progress reports after receipt of the money were  
24 considered. The possibility of approving an amount less than that requested was also  
25 mentioned.  
26

27 Mr. Mooers suggested creating a work group with a deadline, comprised of SelectBoard  
28 members, Warrant Committee members, 3<sup>rd</sup> party requesters and the community, and set  
29 an agreed-upon date for presenting their suggestions to the SelectBoard.  
30

31 Warrant Committee Member Katrina Carter suggested letting the third-party requesters  
32 know these discussions are taking place.  
33

34 Town Clerk Claire Woolfolk reported that notice of the request process is sent out at the  
35 beginning of the year to all third-party groups who have applied within the past three to  
36 four years.  
37

38 *E. Discussion of Outdoor Lighting Ordinance amendments*

39 Sustainability Committee member Phil Lichtenstein explained that during the work the  
40 Sustainability Committee has done with regard to streetlights, it became apparent that the  
41 Town needs a better outdoor lighting ordinance. The Ordinance needs to be more clearly  
42 spelled out, and also understandable - something citizens can abide by, and something the  
43 CEO can enforce. The Sustainability Committee is creating a list of specifics the CEO  
44 can look for to make enforcement easier. Grandfathering also needs to be addressed.  
45

1 Currently there are issues with invasive lighting at the Northeast Harbor waterfront, the  
2 Somesville Fire Department, and the Bartlett Narrows harbor lights. These changes  
3 would be an amendment to the lighting ordinance already in place and not a new  
4 ordinance.

5  
6 Manager Lunt noted changes would have to go to the Planning Board for review. A draft  
7 of the proposed changes has been sent to CEO Keene who sent them to Noel Musson for  
8 review. Theoretically there is still time to create a final draft and put it on the Warrant.  
9 Town Clerk Woolfolk pointed out that there is a deadline in March for Public Hearing.

10  
11 *F. Revenue Budget Review*

12 Town Manager Lunt noted changes due to the State giving more for revenue sharing, and  
13 veteran's exemptions. Motor vehicle registration has increased slightly. Department  
14 Heads have been consulted. Information on transfer from surplus will not be available  
15 until after the audit is complete. This is a review of just the non-property tax revenues.

16  
17 Chair Macauley asked about the increase in the receipts from Acadia National Park for  
18 use of the Otter Creek sewer. Manager Lunt noted the formula used increases annually,  
19 albeit slowly. The amount is formula driven and agreed upon between the Town and  
20 Acadia National Park.

21  
22 *G. DRAFT Warrant*

23 The Board reviewed the Draft Warrant. Manager Lunt noted some Warrant Articles were  
24 ready for formal review. The budget numbers are in and probably won't change from the  
25 estimates.

26  
27 **VII. Other Business**

28 *A. Such other business as may be legally conducted*

29 Ms. Littlefield reported that four property owners approached her with questions regarding  
30 a letter Tax Assessor Kyle Avila sent. Assessor Avila was very helpful in providing clear  
31 explanations for their questions. Ms. Littlefield appreciated Assessor Avila's efforts.

32  
33 Fire Chief Bender inquired about Draft Article 20 regarding a Fire Department purchase.  
34 Town Clerk Woolfolk explained it was a placeholder for any potential need the Fire  
35 Department might want included in the Warrant.

36  
37 **VIII. Treasurer's Warrants**

38 *A. Approve & Sign Treasurer's Warrant AP2044 in the amount of \$192,382.94*

39 MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, approval and signature on  
40 Treasurer's Warrant AP2044 in the amount of \$192,382.94, as presented. Motion  
41 approved 5-0.

42  
43 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2043 and*  
44 *PR2016 in the amounts of \$4,753.56 and \$107,438.12, respectively*

45 *C. Acknowledge Treasurer's School Board Payroll Warrants 16 in the amount of*  
46 *\$150,959.80*

1 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, approval of signed  
2 Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2043 and PR2016 in the  
3 amounts of \$4,753.56 and \$107,438.12, respectively and acknowledgement of  
4 Treasurer's School Board Payroll Warrants 16 in the amount of \$150,959.80, as  
5 presented. Motion approved 4-0-1 (Littlefield in Abstention).  
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7 **IX. Adjournment**

8 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, adjournment. Motion  
9 approved 5-0.

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11 The meeting adjourned at 7:11PM.  
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13  
14 Respectfully Submitted,  
15

16  
17  
18 Wendy Littlefield, Secretary  
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