

Town of Mount Desert
Board of Selectmen
Regular Meeting
Monday, September 18, 2017
Location: Meeting Room, Town Hall, Northeast Harbor

Present were: Chairman John Macauley and Selectmen Rick Mooers, Matt Hart, and Martha Dudman.

Town Manager Durlin Lunt and Town Clerk Claire Woolfolk were in attendance.

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

Chairman Macauley called the meeting to order at 6:30 PM.

II. Public Hearing(s)

A. General Assistance Ordinance Amendments

Chairman Macauley opened the Public Hearing on General Assistance Ordinance Amendments. There were no comments from the Public.

MOTION: Selectman Mooers moved, with Selectman Dudman seconding, to close the Public Hearing on General Assistance Ordinance Amendments. Motion approved 4-0.

III. Post Public Hearing

A. General Assistance Ordinance Amendments, action if necessary

MOTION: Selectman Mooers moved, with Selectman Hart seconding, approval and adoption of the MMA Model Ordinance GA (General Assistance) Amendments to Appendices A through D for the period of October 1, 2017 – September 30, 2018, as presented. The vote was in favor, 4-0.

Note that once adopted by the selectmen, these appendices are filed annually with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4). The Town Manager maintains a record of these appendices.

IV. Minutes

A. Approval of minutes from September 5, 2017 meeting

MOTION: Selectman Dudman moved, with Selectman Hart seconding, approval of the Minutes of September 5, 2017 as presented. Motion approved 4-0.

V. Appointments/Recognitions/Resignations

None presented

VI. Consent Agenda

A. Department Reports: Public Works, Wastewater

B. Thank you note from Hospice Volunteers of Hancock County

C. Thank you note from Life Flight Foundation

D. Hancock County Commissioners Minutes of August 1 and August 24, 2017

MOTION: Selectman Dudman moved, with Selectman Hart seconding, approval of the Consent Agenda as presented. Motion approved 4-0.

1
2 **VII. Selectmen's Reports**

3 Selectman Mooers reported the DOT sign for the Colonel's Restaurant was not renewed
4 in time, due to a discrepancy with the DOT regarding the restaurant's mailing address.
5 This delay requires the Board to re-approve.
6

7 MOTION: Selectman Mooers moved, with Selectman Dudman seconding, to approve
8 the DOT sign application for the Colonel's Restaurant as presented. Motion approved 4-
9 0.

10
11 **VIII. Old Business**

12 *None presented*
13

14 **IX. New Business**

15 *A. Authorize the Town purchase the Laserfiche Avante software from General Code*
16 *at a cost of \$7,826. 00 using \$7,100.00 of funds from the Clerk's Historical*
17 *Preservation Account Number 1220220-5 7800 and \$726.00 of funds from the*
18 *Clerk's Software Fees Account Number 1220220-55330.*

19 The Town Clerk noted the two different accounts were due to some of the funds going
20 towards software fees, for which there is a line item in the budget.
21

22 MOTION: Selectman Dudman moved, with Selectman Hart seconding, authorization
23 purchase of the Laserfiche Avante software from General Code at a cost of \$7,826. 00
24 using \$7,100.00 of funds from the Clerk's Historical Preservation Account Number
25 1220220-5 7800 and \$726.00 of funds from the Clerk's Software Fees Account Number
26 1220220-55330 as presented. Motion approved 4-0.
27

28 *B. Authorize the execution all necessary documents to facilitate the purchase and*
29 *implementation of the Laserfiche Avante software*

30 MOTION: Selectman Mooers moved, with Selectman Hart seconding, authorization to
31 execute all necessary documents to facilitate the purchase and implementation of the
32 Laserfiche Avante software as presented. Motion approved 4-0.
33

34 *C. Personnel Policy Revisions to clarify the dates to use for the Consumer Price*
35 *Index annual adjustment*

36 MOTION: Selectman Dudman moved, with Selectman Hart seconding, approval of
37 Personnel Policy Revisions to clarify the dates to use for the Consumer Price Index
38 annual adjustment as presented. Motion approved 4-0.
39

40 *D. Personnel Policy Revisions to verify that HRA for health insurance applies to*
41 *non-union employees as well as union employees*

42 MOTION: Selectman Dudman moved, with Selectman Hart seconding, approval of
43 Personnel Policy Revisions to verify that HRA for health insurance applies to non-union
44 employees as well as union employees as presented. Motion approved 4-0.
45

46 **X. Treasurer's Warrants**

47 *A. Approve & Sign Treasurer's Warrant AP1816 in the amount of \$180,924.75*

48 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1814,*

1 *AP1815, and PR1805 in the amounts of \$61,324.18, \$4,429.00, and \$106,377.78,*
2 *Respectively*

3 *C. Acknowledge Treasurer's School Board AP/Payroll Warrant(s) 3 and 6 in the*
4 *amounts of \$18,398.10 and \$75,846.66, respectively*

5 MOTION: Selectman Mooers moved, with Selectman Dudman seconding, to approve
6 and sign Treasurer's Warrant AP1816 in the amount of \$180,924.75, approve signed
7 Treasurer's Payroll, State Fees, & PR Benefit Warrants AP1814, AP1815, and PR1805 in
8 the amounts of \$61,324.18, \$4,429.00, and \$106,377.78, respectively and acknowledge
9 Treasurer's School Board AP/Payroll Warrant(s) 3 and 6 in the amounts of \$18,398.10
10 and \$75,846.66, respectively. Motion approved 4-0.
11

12 **XI. Adjournment**

13 MOTION: Selectman Hart moved, with Selectman Dudman seconding, adjournment.
14 Motion approved 4-0.
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16 The meeting adjourned at 6:36 PM.
17

18 Respectfully Submitted,
19

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21
22 Wendy Littlefield, Secretary
23