

Town of Mount Desert
Board of Selectmen
Agenda

Regular Meeting
Monday, December 2, 2019

Location: Meeting Room, Town Hall, Northeast Harbor

The regular meeting will begin immediately following the Executive Session.

- I. Call to order at 6:00 p.m.**
- II. Executive Session**
 - A. *Pursuant to 1 M.R.S.A. §405(6) (A) Town Manager Annual Review*
- III. Post Executive Session**
 - A. *Town Manager Annual Review, action if necessary*
- IV. Minutes**
 - A. *Approval of minutes from November 18, 2019 meeting*
- V. Appointments/Recognitions/Resignations**
 - A. *Resignation of Beth Renault from the Planning Board as an Alternate Member*
- 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. *Planning Board Minutes of October 9 and 23, 2019*
 - B. *Mount Desert - 2019-2020 Workers' Compensation Fund Benefit Summary*
 - C. *League of Towns Elected Officials Meeting Minutes from November 21, 2019*
 - D. *Hancock County Commissioners Meeting Minutes from November 5, 2019*
- VII. Selectmen's Reports**
- VIII. Unfinished Business**
 - A. *None presented*
- IX. New Business**
 - A. *Mount Desert 365 update on the building project on Old Firehouse Lane*
 - B. *Consideration by the Board of Selectmen of casting their vote on behalf of the Town of Mount Desert for Public Works Director Tony Smith for a second three-year term as an MRC director, said term being from January 1, 2020 to December 31, 2022, and returning the executed ballot by end of day December 6, 2019*
- X. Other Business**
 - A. *Such other business as may be legally conducted*

Board of Selectmen Meeting Agenda December 2, 2019

XI. Treasurer's Warrants

- A. Approve & Sign Treasurer's Warrant Accounts Payable (AP) AP2033 to be presented at meeting*
- B. Approve Signed Treasurer's Payroll (PR), State Fees, & PR Benefit Warrants AP2031, AP2032, and PR2012 in the amounts of \$1,140.56, \$5,186.50, and \$109,301.58, respectively*
- C. Acknowledge Treasurer's School Board PR Warrant 11 in the amount of \$173,494.99*

XII. Adjournment

The next regularly scheduled meeting is at 6:30 p.m., Monday, December 16, 2019 in the Meeting Room, Town Hall, Northeast Harbor

MINUTES

**Town of Mount Desert
Select Board Meeting Minutes
Meeting Room, Town Hall
6:30 PM, November 18, 2019**

SelectBoard Members Present: Chair John Macauley, Rick Mooers, Matt Hart, Martha Dudman, Wendy Littlefield

Town Manager Durlin Lunt, Harbormaster John Lemoine, Police Chief Jim Willis, Town Clerk Claire Woolfolk, Treasurer Kathy Mahar, Fire Chief Mike Bender and Public Works Director Tony Smith were also present.

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

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

II. Minutes

A. Approval of Minutes from November 4, 2019 meeting

MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, approval of the November 4, 2019 Minutes as presented. Motion approved 4-0-1 (Dudman in Abstention).

III. Appointments/Recognitions/Resignations

A. Confirm re-appointment of Elizabeth Macul to the Mount Desert Housing Authority Board of Commissioners as Tenant Commissioner, for a 4-year term through March 2024

MOTION: Mr. Mooers moved, with Mr. Hart seconding, confirmation of re-appointment of Elizabeth Macul to the Mount Desert Housing Authority Board of Commissioners as Tenant Commissioner, for a 4-year term through March 2024, as presented. Motion approved 5-0.

B. Resignation of Molly Brown as On-Call Firefighter, effective October 22, 2019

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, acceptance of Resignation of Molly Brown as On-Call Firefighter, effective October 22, 2019, with thanks for her service, as presented. Motion approved 5-0.

IV. 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. Letter from Kate and Steven Hughes regarding Freshwater Stone license dated 10/31/2019

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

MOTION: Mr. Mooers moved, with Mr. Hart seconding, taking Agenda Items VII. A and B out of Order. Motion approved 5-0.

V. Selectmen's Reports

Chair Macauley inquired about the light over the dock in Seal Harbor. He wondered if there were anything that could be done to reduce the brightness. Harbormaster Lemoine noted the light is new. The old light failed and was replaced with LED. It requires some modification.

1 Seal Harbor resident Dennis Shubert complained that the light was not the only issue. He
2 asserted the light is not compliant with the Land Use Zoning Ordinance. The Town must figure
3 out how to maintain LUZO compliance while also providing safety and security.
4

5 Chair Macauley noted the light at the Somesville Fire Station should also be looked at. Fire Chief
6 Bender stated that the Somesville Fire Station lights were in compliance with the LUZO at the
7 time of installation.
8

9 Mr. Shubert stated there is an LED streetlight over the water and the area is never dark. The
10 lights are left on all winter, even when there are no boats or activity in the harbor.
11

12 Public Works Director Tony Smith pointed out that some of the lights are necessary for safety
13 reasons. Smart controls can be installed on all the lights, but the decision of who decides to turn
14 lights up or down will have to be made.
15

16 Sustainable Committee member Phil Lichtenstein noted that the decision was made to forego
17 the ability to control each light individually. It was felt this would lead to spot-zoning, where the
18 Town is expected to set and maintain various lights or areas differently based on individual
19 requests from the public. There are 272 street lights in the Town. However, it makes sense to
20 have control of public space lighting.
21

22 Director Smith noted there were citizens happy with the change from mercury lights and high-
23 pressured sodium lights to the LED lights. Contractors were directed to ensure all the lights
24 were dark-sky compliant. Mr. Lichtenstein agreed; discussions were held with the contractor
25 regarding dark-sky compliance.
26

27 Mr. Shubert stated the issue was to provide safety for the fishermen without affecting others.
28 Director Smith pointed out that safety was an issue for plow trucks and pedestrians using the
29 area as well. Mr. Shubert disagreed. He stated he was not concerned with the lights over the
30 streets, just the lights over large open areas. There must be some way to mitigate the impact of
31 those lights. They're on too long, they're too bright, they're angled wrong, they're not dark-sky
32 compliant, and they're not LUZO compliant.
33

34 Chair Macauley felt the dock area and the Somesville Fire Station area were two large-space
35 areas that could be focused on.
36

37 Mr. Lichtenstein felt it was a matter of angling the light down or adding shielding.
38

39 Mr. Shubert opined the Board should send the issue to the Sustainability Committee.
40

41 Fire Chief Bender agreed with Mr. Lichtenstein's assessment. As an example, the lights over the
42 Northeast Harbor Fire Station were not adequate for the work being done there after dark. He
43 was told by electrical contractors that the only way to brighten the area and remain in
44 compliance with dark-sky policy is to elevate the lights. This solution likely applied to the open
45 areas being discussed as well.
46

1 It was noted the Sustainability Committee meets on the following Thursday. Mr. Lichtenstein
2 offered to report back to the Board on the Sustainability Committee's discussion. He reiterated
3 that he felt the lights were simply installed at the wrong angle. The lights are a good quality.
4

5 Mr. Shubert stated the discussion must involve Town Department Heads. They must be
6 educated to the issues and learn about the solutions. Mr. Lichtenstein agreed the Sustainability
7 Committee would be working with the Public Works Director, Fire Chief, and the Harbormaster.
8 Director Smith stated he has participated in the LED light program and suggested the
9 Sustainability Committee research the cost of the smart controls. These controls allow the
10 Town to control the brightness levels of each light. Mr. Lichtenstein noted the lights have the
11 smart controls within each light; the Town requires the control that connects to the lights, and
12 the decision made as to who specifically controls each light.
13

14 Mr. Hart wondered if areas could be dimmed after a certain hour at night, and then brought
15 back up in the morning. Mr. Lichtenstein cautioned that it should be used in public areas.
16 Otherwise every neighborhood will request different needs and levels. Additionally, all
17 contractors should be aware the Town requires lights to be full dark-sky compliant, with cutoffs.
18

19 Police Chief Willis suggested before using smart controls, a rule for consistent use should be in
20 place. Policies for how lighting will work in the different types of areas in Town would be
21 prudent.
22

23
24
25 Mr. Hart reminded the Board of the Town Christmas party. He wondered if an email invitation
26 can be sent to the community volunteers. Manager Lunt asked for clarification on whether just
27 Boards were to be asked, or Boards and Committees both. Both is a sizable amount of people.
28 The Town plans to invite Board Members. Mr. Hart promised to look into the intended
29 invitation list.
30

31 **VI. Unfinished Business**

32 *A. Fire Department Personnel Analysis*

33 The Board commended Chief Bender on the work done on this analysis.
34

35 Chief Bender reported that all Island Fire Departments are finding themselves in difficulties with
36 regard to personnel. In conferring with other island Fire Chiefs, it was felt that the next best
37 step would be for all Fire Chiefs and Town Managers to meet and discuss the situation and
38 future needs, and the possibility of looking into Fire Department consolidation or mutual
39 sharing. Chief Bender hoped to set up such a meeting within the next month to start the
40 conversation.
41

42 Chief Bender reported the difficulty recruiting and retaining personnel is a state-wide crisis.
43 What the Town wants for protection and what they are willing to pay for will provide clarity on
44 the next steps the Town can take.
45

46 Mr. Mooers felt that with the trends stated in the report, full time, 24/7 coverage for the Town
47 was perhaps becoming increasingly necessary. Perhaps this can be done just with this Town, or
48 with a consolidation of the island Towns.

1
2 Chief Bender felt regionalization is not a short-term answer for the Town. It will take a lengthy
3 amount of time to organize the system. He likened it to the difficulty in school consolidation.
4 Issues such as financing the system, station sites, staffing, management will have to be worked
5 out. Chief Bender estimated the work would take as long as ten to twelve years.
6

7 Ms. Dudman asked what a short-term solution might be. Chief Bender would require direction
8 from the Board to determine what a short-term solution might be. It would depend on the level
9 of service the Town wants. Any expansion on the Town's part will most likely involve the need
10 for living quarters. This could mean expansion of an existing building or a new building. Chief
11 Bender estimated there were a few years left before staff critical to operations begin to age out.
12 Bar Harbor assists in Mount Desert coverage as well.
13

14 Ms. Dudman suggested the Fire Chief submit a proposal for better coverage. Ms. Littlefield felt
15 finding people to fill the jobs is as much of a concern as finding the money to cover those
16 people. Fire Chief Bender hoped the Town would see the value of such money being spent.
17

18 Chief Bender noted that if the Town thinks 24/7 coverage is the path to take, then quarters will
19 be required for staff. The Town must start now to find the funding and space for this goal, even
20 though realization of that goal may be several years out and issues like enlarging space already
21 on hand or find new space will have to be addressed.
22

23 **VII. New Business**

24 *A. Request to Authorize a Public Space Special Event Application – Hospice Regatta of*
25 *Maine; July 11, 2020, Northeast Harbor Marina Green*

26 MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of request to authorize a
27 Public Space Special Event Application – Hospice Regatta of Maine; July 11, 2020, Northeast
28 Harbor Marina Green, as presented. Motion approved 5-0.
29

30 *B. Discussion with Mia Petrini of Healthy Acadia regarding the development of a*
31 *comprehensive tobacco/vaping policy*

32 Ms. Petrini made her presentation on the development of a comprehensive tobacco/vaping
33 policy. She noted Healthy Acadia is prepared to work with the Town on creating such a policy.
34 Healthy Acadia has partnered with local municipalities to strengthen tobacco free recreational
35 policies, covering town-owned parks, playgrounds and swimming areas. Healthy Acadia has
36 worked with Bar Harbor, Lemoine, Tremont and Ellsworth on such policies. Tobacco is the
37 leading cause of death and disability in the United States, and it is a big problem in Maine.
38 There is no safe level of second-hand smoke exposure.
39

40 Town Manager Lunt noted a Policy would come before the Board. The Ordinance itself would
41 go before the Town.
42

43 Public Works Director asked if there were documented problems with smoking in public spaces.
44 Ms. Petrini was unsure. This is where interaction with the Town is necessary. Ms. Petrini noted
45 that other Towns have provided lists of their public recreation spaces. A policy can be created
46 based on the needs of the Town.
47

1 Manager Lunt requested to see some drafts of policies for review and revamping. In the
2 meantime, the Town can furnish Health Acadia with a list of public areas. The issue would have
3 to go before the Town for final review and approval, and perhaps the creation of an Ordinance.
4

5 Mr. Hart noted the Town will need a policy in place for the use of recreational marijuana.
6 Manager Lunt did not believe marijuana use was allowed in public spaces.
7

8 Ms. Dudman asked about e-cigarettes. Ms. Petrini agreed e-cigarettes would be included in the
9 policy. Ms. Petrini noted Healthy Acadia has policy templates that can be shared. Towns are
10 free to modify those templates based on their needs.
11

12 MOTION: Mr. Hart moved, with Ms. Dudman seconding, to continue discussions with Healthy
13 Acadia regarding the potential of adopting a new tobacco/vaping policy. Motion approved 5-0.
14

15 *C. HRA Modification*

16 Town Manager Lunt explained the policies were not in sync with the overall cost. He
17 recommended not adding more money to the HRA. This will allow for Group Dynamics to bill
18 the Town if an employee exceeds a co—pay cap. This is possible but not likely.
19

20 MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of the HRA Modification as
21 presented. Motion approved 5-0.
22

23 *D. Approve and authorize Fire Chief to sign Cooperative Agreement between The United States
24 Department of Interior National Park Service and The Town of Mount Desert*

25 Chair Macauley noted there was not a lot of quid pro quo in the agreement. Fire Chief Bender
26 agreed. He noted this agreement was a replacement for the one signed in 2012. There's very
27 little change to the agreement. The Park provides training for wildland fire fighting, and
28 provides search and rescue services for the Town. The agreement should be in place as a
29 precaution.
30

31 MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval and authorization of the Fire
32 Chief to sign Cooperative Agreement between The United States Department of Interior
33 National Park Service and The Town of Mount Desert, as presented. Motion approved 5-0.
34

35 *E. Request authorization for release and expenditure of \$4,381.00 from Northeast Harbor CIP
36 line Acct. # 6410100-24681 that has a balance of \$288,212.00 for the replacement of top
37 chains on three mooring floats*

38 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, authorization for release and
39 expenditure of \$4,381.00 from Northeast Harbor CIP line Acct. # 6410100-24681 that has a
40 balance of \$288,212.00 for the replacement of top chains on three mooring floats, as presented.
41 Motion approved 5-0.
42

43 *F. Request authorization for release and expenditure for \$48,323.00 less the \$1,500.00 trade-in
44 value of our 2010 Ford work truck which equals a net price of \$46,823.00 from the Public
45 Works Equipment Reserve account number 4050100-24500 that has a balance of
46 \$213,204.93 for the purchase a new 2020 Ram 2500 pickup truck from Darlings Auto Mall
47 located in Ellsworth*

1 Director Smith noted five proposals were solicited. The current mechanics truck would be used
2 for Buildings and Grounds. This truck will be used by the mechanics. The Buildings and Grounds
3 truck was sold for \$1500.00.
4

5 Ms. Dudman moved, with Mr. Hart seconding, authorization for release and expenditure for
6 \$48,323.00 less the \$1,500.00 trade-in value of our 2010 Ford work truck which equals a net
7 price of \$46,823.00 from the Public Works Equipment Reserve account number 4050100-24500
8 that has a balance of \$213,204.93 for the purchase a new 2020 Ram 2500 pickup truck from
9 Darlings Auto Mall located in Ellsworth, as presented. Motion approved 5-0.
10

11 *G. Request Office Closure for Employee Christmas Party on Friday, December 13th*

12 Ms. Dudman moved as amended, with Ms. Littlefield seconding approval of Office Closure from
13 11:30AM to 1:30PM for Employee Christmas Party on Friday, December 13th, as presented.
14 Motion approved 5-0.
15

16 *H. Request Christmas Eve Early Closure at 12 noon, December 24, 2019*

17 Mr. Mooers moved, with Mr. Hart seconding, approval of request for Christmas Eve Early
18 Closure at 12 noon, December 24, 2019, as presented. Motion approved 5-0.
19

20 *I. Review of the General Fund and Marina Capital Improvement Plans (CIP) proposed funding*
21 *for Fiscal Year 2020-2021*

22 A review of the General Fund and Marina Capital Improvement Plans was made by the Board.
23

24 Manager Lunt did not feel there was a lot of change since last year.
25

26 Director Smith noted a slight change to his budget. He omitted a \$10,000 addition to the
27 garbage trucks.
28

29 Fire Chief Bender noted there were no sizable purchases scheduled for the upcoming year.
30

31 Police Chief Willis noted that Dispatch has gone up approximately \$12,000. This is in an effort to
32 catch up with a dispatch console replacement. The current consoles are at the end of their use.
33

34 Harbormaster Lemoine noted there were no changes to his CIP.
35

36 Town Manager Lunt noted there were no changes to his CIP.
37

38 Treasurer Mahar noted no changes to her CIP. She requested a line item title change, from
39 Finance to Technology – for a computer network server.
40

41 Chair Macauley asked about the sand shed. Director Smith reported replacement was still not
42 close.
43

44 **VIII. Other Business**

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

46 Mr. Lichtenstein noted the Warrant Committee was in need of new members. If there are any
47 citizens that might be willing to serve that anyone knew of, please inform Mr. Lichtenstein.
48

1 **IX. Treasurer's Warrants**

2 A. *Approve & Sign Treasurer's Warrant Accounts Payable (AP)2030 in the amount of*
3 *\$530,807.59*

4 MOTION: Ms. Littlefield moved, with Mr. Hart seconding, approval and signature of Treasurer's
5 Warrant Accounts Payable (AP)2030 in the amount of \$530,807.59, as presented. Motion
6 approved 5-0.
7

8 B. *Approve Signed Treasurer's Payroll (PR), State Fees, & PR Benefit Warrants AP2028, AP2029,*
9 *and PR2011 in the amounts of \$6,231.96, \$2,821.50, and \$104,178.68, respectively*

10 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, approval of signed Treasurer's
11 Payroll (PR), State Fees, & PR Benefit Warrants AP2028, AP2029, and PR2011 in the amounts of
12 \$6,231.96, \$2,821.50, and \$104,178.68, respectively, as presented. Motion approved 4-0-1
13 (Littlefield in Abstention).
14

15 C. *Acknowledge Treasurer's School Board AP/PR Warrants 05 and 10 in the amounts of*
16 *\$34,890.05 and \$81,783.52, respectively*

17 MOTION: Ms. Dudman moved, with Mr. Hart seconding, acknowledgement of Treasurer's
18 School Board AP/PR Warrants 05 and 10 in the amounts of \$34,890.05 and \$81,783.52,
19 respectively, as presented. Motion approved 5-0.
20

21 **X. Adjournment**

22 MOTION: Mr. Mooers moved, with Mr. Hart seconding, adjournment. Motion approved 5-0.
23

24 The meeting adjourned at 7:22PM.
25

26 Respectfully Submitted,
27

28
29
30 Wendy Littlefield, Secretary

APPOINTMENTS

RECOGNITIONS

RESIGNATIONS

Town Clerk

From: William Hanley <wmh@wmharchitects.com>
Sent: Tuesday, November 26, 2019 11:35 AM
To: Town Clerk
Subject: Fwd: Planning Board

Hi Claire,

Please see below Beth Renault's resignation from the Planning Board as an alternate member.

Please forward to the BOS.

She will be missed.

Best-Bill

William M. Hanley, AIA, LEED AP, NCARB
WMH ARCHITECTS
10 Neighborhood Road
P.O. Box 399
Northeast Harbor, Maine 04662

tel: 207-276-2100

email: wmh@wmharchitects.com

www.wmharchitects.com

On Nov 21, 2019, at 1:26 PM, Beth Howie <danevbeth@yahoo.com> wrote:

Hi Kim and Bill,

After a lot of thought I have decided to step down as Alternate to the Planning Board. My business is growing and I'm very excited about this, however in order to maintain some balance between my job and personal/family life I've had to step back on other things. I've enjoyed my time with all of you and feel like I've learned a lot.

Thank you!

Beth

Sent from Yahoo Mail for iPhone

CONSENT AGENDA

**Town of Mount Desert Planning Board
Regular Meeting Minutes
Meeting Room, Town Hall
6:00 PM, October 09, 2019**

Public Present:

Keith Higgins, Juers Ruf, Steve Pinkham, Bruce Tripp, Harold Paumgarten

Board Members Present:

Christie Anastasia, Tracy Loftus Keller, Joanne Eaton, Meredith Randolph

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

Meredith Randolph called the meeting to order at 6:01 PM.

Board Members were noted. Tracy Loftus Keller is an Alternate Non-Voting Member.

II. Approval of Minutes

There were no Minutes to Approve.

MS. EATON MOVED, WITH MS. ANASTASIA SECONDING, MEREDITH RANDOLPH AS ACTING CHAIR IN CHAIRMAN BILL HANLEY'S ABSENCE. MOTION APPROVED 3-0-1 (LOFTUS KELLER IN ABSTENTION).

MS. EATON MOVED, WITH MS. ANASTASIA SECONDING, MAKING TRACY LOFTUS KELLER A VOTING MEMBER FOR THE MEETING. MOTION APPROVED 4-0.

III. Conditional Use Approval Application(s):

A. Conditional Use Approval Application #009-2019

OWNER NAME(S): Lot 104, LLC

AGENT: Keith Higgins

LOCATION: 37 Rowland Road, Seal Harbor

TAX MAP: 029 **LOT:** 022 **ZONE(S):** Residential Two (R2)

PURPOSE: Section 3.4 – Non-Commercial – Outdoor Recreational Facilities – 40' x 18' Swimming Pool with Patio

SITE INSPECTION: 4:00PM

Ms. Eaton confirmed adequate Public Notice and Abutters were notified.

Ms. Eaton reported on the Site Visit. There were three Board Members and one abutter in attendance. This property has been reviewed before, for a proposed pool that was not installed. The Applicant has changed the proposed site since then. The area is relatively level, with just a slight slope. The pool is proposed to be near the garden house, also called the tea house. A paddleball court is nearby. A road was once on site and used to bring vehicles in to build the stone walls. The road has since been replanted, however the Applicant proposes to use the road again as a temporary construction road for the pool and will replace any vegetation removed during the use of the road. The pool proposed is close to the residence.

1 Ms. Anastasia added the property is bounded by two roads; Cooksey Drive and
2 Rowland Drive. Traffic from Cooksey Drive was visible.

3
4 Members of the public requested a site plan to review and one was found.

5
6 Agent Keith Higgins noted that the property has been raked and cleared of dying
7 vegetation in preparation for winter. The area usually has more ground cover than
8 was observed at the Site Visit. The proposed site will require less ledge removal
9 than the previously proposed site. Mr. Higgins estimated this site would provide
10 more buffering from the road and less erosion problems. The tea house on the site
11 already has a bathroom and small kitchen. There are no plans for a larger outdoor
12 kitchen, or large events for the space. The pool will have an automatic cover that will
13 comply with State regulations. There will be no additional lighting.

14
15 Ms. Randolph requested public comment.

16
17 Steve Pinkham spoke on behalf of nearby landowners. Area landowners were
18 concerned with the possibility of dynamiting for the pool.

19
20 Mr. Higgins stated that Maine Drilling and Blasting has been on site, and the ground
21 has been probed for ledge. It was estimated that a day and a half of blasting could
22 be required. A pre-blast assessment of every house within a 300-foot radius will be
23 made. Maine Drilling and Blasting personnel believe that the ledge in the area is of
24 poor quality and will not require heavy blasting. The tea house is in close proximity
25 to the area and was built in 1908. Every effort will be made by the owners to
26 maintain safe conditions. Ten years ago blasting occurred near the site to install a
27 water storage tank for fire protection, and it caused no problems to any nearby
28 properties. Ledge removal would be happening 13 feet from the Applicant's own
29 house.

30
31 Mr. Higgins noted Maine Drilling and Blasting was hopeful that some of the ledge
32 removal can be achieved by drilling, and then inserting an expanding compound to
33 break the rock up, or widen cracking already there.

34
35 Nearby property owner Juers Ruf echoed concern regarding the potential for
36 blasting. Mr. Ruf is hopeful the chemical compound can be used instead of blasting.

37
38 Mr. Higgins guessed some blasting would occur, but the charges would be small. In
39 some areas the probe reached four feet and found no ledge. Maine Drilling and
40 Blasting must be mindful of the nearby tea house and the well that's quite close to
41 the area.

42
43 There were no other comments from the public.

44
45 MS. EATON MOVED, WITH MS. LOFTUS KELLER SECONDING, TO FIND THE
46 APPLICATION COMPLETE. MOTION APPROVED 4-0.

47

1 MS. EATON MOVED, WITH MS. LOFTUS KELLER SECONDING, TO USE THE
2 SHORT FORM. MOTION APPROVED 4-0.

3
4 MS. EATON MOVED, WITH MS. LOFTUS KELLER SECONDING, APPROVAL OF
5 THE APPLICATION.

6
7 A review of the Checklist was made and is attached to these Minutes.

8
9 MOTION APPROVED 4-0.

10
11 **IV. Subdivision Approval Application(s):**
12 **Completeness Review:**

13
14 **OWNER(S) NAME:** Bruce L. Tripp & Melanie Mace

15 **AGENT(S):** Thomas W. Benson, PLS

16 **LOCATION:** Corner of Beech Hill Road and Beech Hill Cross Road
17 93 Beech Hill Cross Road, Mount Desert

18 **TAX MAP:** 010 **LOT:** 020 & 020-001 **ZONE(S):** Residential One (R1)

19 **PURPOSE:** Divide a lot in a previously approved Subdivision (File 14 Page 176)

20 **SITE VISIT:** 4:45PM
21

22 Agent Tom Benson was not in attendance.

23
24 Abutters were notified. Public Notice was not required.

25
26 A Completeness Review ensued.

27
28 **4.2.1 Information on the Applicant:**

29 **1. Name of applicant (owner) – Found Complete**

30 **2. Name of agent (if other than owner) with attached authorization for agent by owner. –**
31 **Found Complete**

32 **3. If Applicant is a corporation, state whether the corporation is licensed to do business in**
33 **Maine and attach copy of Secretary of State's Registration. – Applicant is not a Corporation.**

34 **4. Name of Applicant's authorized representative and authorization. – Found Complete**

35 **5. Name, address, and number of Registered Professional Engineer, Land Surveyor, or Planner.**
36 **– Found Complete**

37 **6. Address to which all correspondence from the Board should be sent. – Found Complete**

38 **7. What interest does the Applicant have in the parcel to be subdivided (option, land purchase**
39 **contract, record ownership, etc.)? - Found Complete**

40 **8. What interest does the applicant have in any property abutting parcel to be subdivided?**
41 **Found Complete**

42 **9. State whether preliminary plat plan covers entire, contiguous holdings of owner. – Found**
43 **Complete**

44
45 **4.2.2 Information on Parcel to be Subdivided:**

46 **1. Location of property: Map and Lot (from Town Tax Maps.) – Found Complete**

- 1 **2. Survey maps of tract to be subdivided, as well as contiguous property of the owner of the**
- 2 **tract, certified by a Registered Land Surveyor, tied to established reference points (attach to**
- 3 **application). – Found Complete**
- 4 **3. Current zoning district(s) of property. – Found Complete**
- 5 **4. Acreage of parcel to be subdivided. – Found Complete**
- 6 **5. An SSWD, by a licensed soil engineer identifying soil types and a map showing the location**
- 7 **of soil test areas, unless the parcel will utilize public sewer. Based on soil test results, certain**
- 8 **modifications of the Preliminary Plat Plan may be required (attach copy of soils report to**
- 9 **application). There shall be at least one satisfactory soil test per lot. – Found Complete**
- 10 **6. Names of property owners within 1,000 feet from the parcel to be subdivided, and on**
- 11 **opposite side of any road from parcel to be subdivided (show on Plat). - Found Complete**
- 12 **7. Any restrictive covenants to be placed on the deeds. – Not Applicable**
- 13 **8. Proposed soil erosion and sedimentation control – Not Applicable**
- 14 **9. Water supply. – Found Complete**

15

4.2.3 Information on Subdivision:

16

1. Proposed name of subdivision – Found Complete

17

2. Number of lots – Found Complete

18

3. Date, north point, graphic map scale (show on Plat). – Found Complete

19

4. Proposed lot lines with approximate dimensions and suggested location where known of buildings, subsurface sewage disposal systems, and wells (show on Plat). – Found Complete

20

5. Location of temporary markers so located as to enable the Board readily to locate lots and appraise basic lots layout in the field (show on Plat) – Found Complete

21

6. Location of all parcels to be dedicated to public use, the conditions of such dedication, as well as the location of all natural features of site elements to be preserved (show on Plat). – Not Applicable

22

7. A location map, consisting of a USGS Topographical Map, showing the relation of the proposed subdivision to adjacent properties and to the general surrounding area. The location map shall show all the area within 2000 feet of any property line of the proposed subdivision and shall be attached to application. – Found Complete

23

8. Location and size of existing buildings and other essential existing physical features (show on Plat). – Found Complete

24

9. Location of all wetlands, regardless of size, all water bodies and areas within the State Shoreland Zone (show on Plat). – Found Complete

25

10. Location of all drains which shall provide adequate storm water management. – Found Complete

26

11. Location and size of any existing and proposed sewers and water mains, and culverts and drains. – Found Complete

27

12. Location, names, and widths of existing and proposed streets, highways, easements, building lines, parks, and other open spaces (shown on Plat). – Found Complete

28

13. Names of abutters (show on Plat). – Found Complete

29

14. The Subdivider will determine, based on the Federal Emergency Management Agency's Flood Boundary and Floodway Maps, whether the subdivision is in a flood prone area. If the

30

1 subdivision, or any part of it, is in such an area the subdivider will determine the 100-year
2 flood elevation and flood hazard boundaries within the subdivision. – Found Complete
3 15. Other information not indicated above, as specified by the Board. – There was no further
4 information specified by the Board.
5

6 **Section 5:**

7 **5.1 Buffer Strip - Buffering elements or screening in the form of architectural and/or landscape**
8 **design – None required**

9 **5.2 Conformance with other Laws, Regulations - The proposed subdivision shall be in**
10 **conformance with all pertinent local, State, and Federal Ordinances, statutes, laws, and**
11 **regulations. – Found Complete**

12 **5.3 Construction Prohibited - No utility installations, no ditching, grading or construction of**
13 **roads, no grading of land or lots, and no construction of buildings shall be commenced on any**
14 **part of the proposed subdivision until a Final Plat Plan of the subdivision has been prepared,**
15 **submitted, reviewed, approved, and endorsed as provided by this Ordinance, nor until an**
16 **attested copy of the Final Plat Plan so approved and endorsed has been recorded by the**
17 **subdivider in the Registry of Deeds.– No development or additional development proposed at**
18 **this time.**

19 **5.4 Ditches, Catch Basins - The Board may require the installation of ditches, catch basins,**
20 **pipng systems, and other appurtenances for the conveyance, control, or disposal of surface**
21 **waters. – No new development proposed at this time.**

22 **5.5 Easements - The Board may require easements for sewerage, drainage, utilities, or public**
23 **access. – See Survey Plat.**

24 **5.6 Dedication for Year-round housing Reserved – Not Applicable**

25 **5.7.1 The lot size, width, depth, frontage, shape and orientation and the minimum setback**
26 **lines shall be in accordance with the Land Use Zoning Ordinance. – Found Complete**

27 **5.7.2 Where individual, on-site sewage disposal systems are to be utilized, the size of each lot**
28 **shall be based on soil characteristics, and shall, as a minimum, conform to M.R.S.A. Title 12,**
29 **Section 4807- A as amended. – Found Complete**

30 **5.7.3 The Planning Board shall determine if a division of land will be reviewed as a Cluster, a**
31 **Workforce or a Conventional subdivision. – This is a Conventional Subdivision**

32 **5.8.1 Where any part of a proposed subdivision is located within 1500 feet of a public sanitary**
33 **sewer line, the subdivider shall connect with such sanitary sewer line by means of a main not**
34 **less than 8 inches in diameter, provided however, that the appropriate municipal agencies**
35 **shall first have certified that extending the services will not be an excessive burden on the**
36 **system. – Not Applicable.**

37 **5.8.2 Where private subsurface sewage disposal is to be utilized, the subdivider must conform**
38 **to all State of Maine Plumbing Code and LUZO requirements. Furthermore: 1. Disposal sites**
39 **shall be totally contained within the lot being serviced. 2. Systems shall be designed to the**
40 **highest standards for the specified use. 3. There shall be no contamination of existing or**
41 **proposed wells, or any other water source. – Found Complete**

42 **5.9 Land not Suitable for Development – Found Complete**

43 **5.10.1 The Board may require that a proposed subdivision design include a landscape plan**
44 **that will show the preservation of existing trees (10" or more in diameter), the replacement of**

- 1 trees and vegetation, graded contours, streams, and the preservation of scenic, historic, or
- 2 environmentally desirable areas. The street and lot layout shall be adapted to the topography.
- 3 Extensive grading and filling shall be avoided. – Not Applicable
- 4 5.10.2 The Board may require that the subdivider reserve an area of land as an open space
- 5 and/or recreational area for use by property owners in the subdivision. – Not Applicable
- 6 5.11 Wells – Found Complete
- 7 5.12 Performance Bond – Not Applicable
- 8 5.13 Plan Revisions After Approval – Not Applicable
- 9 5.14 The approval by the Board of a subdivision plan shall not be deemed to constitute or be
- 10 evidence of any acceptance by the Town of Mount Desert of any street, road, or right-of-way.
- 11 – Not Applicable
- 12 5.15 Access to Direct Sunlight– Not Applicable
- 13 5.16 Cluster and Workforce Subdivision – Not Applicable
- 14
- 15 **6A – General Performance Standards**
- 16 6A.1 Compatibility – Not Applicable
- 17 6A.2 Erosion and Sedimentation Control – Not Applicable
- 18 6A.3 Highway Safety – Not Applicable
- 19 6A.4 Impact on Town Services – Not Applicable
- 20 6A.5 Land Suitability – Found Complete
- 21 6A.6 Lighting – Outdoor – Not Applicable
- 22 6A.7 Stormwater – Not Applicable
- 23 6A.8 Vegetation – Not Applicable
- 24 6A.9 Dust, Fumes, Vapors, Odors and Gases – Not Applicable
- 25
- 26 **6B – Specific Performance Standards for Activities and Land Uses**
- 27 6B.1 Agriculture – Not Applicable
- 28 6B.2 Air Landing Sites – Not Applicable
- 29 6B.3 Beach Construction – Not Applicable
- 30 6B.4 Boat Storage – Not Applicable
- 31 6B.5 Campgrounds – Not Applicable
- 32 6B.6 Driveway Construction – Not Applicable
- 33 6B.7 Excavation and Filling – Not Applicable
- 34 6B.8 Fences and Walls – Not Applicable
- 35 6B.9 Individual Private Campsites – Not Applicable
- 36 6B.10 Home Occupations and Home Offices – Not Applicable
- 37 6B.11 Lots – Not Applicable
- 38 6B.12 Manufactured Homes – Not Applicable
- 39 6B.13 Mineral Exploration and Extraction – Not Applicable
- 40 6B.14 Mobile Homes (temporary) Campers, Trailers and Recreational Vehicles – Not Applicable
- 41 6B.15 Sanitary Standards – See Application
- 42 6B.16 Sign Regulations – Not Applicable
- 43 6B.17 Vehicles, Unregistered – Not Applicable
- 44 6B.18 Wireless Communication Facilities – Not Applicable

1 **6B.19 Animal Husbandry 2 in the Village Commercial and Shoreland Commercial Districts –**

2 Not Applicable

3 **6B.20 Mobile Food Vendors – Not Applicable**

4

5 **6C – Shoreland Zoning Standards**

6 Property is not in the Shoreland Zone.

7

8 MS. EATON MOVED, WITH MS. LOFTUS KELLER SECONDING, TO FIND THE
9 APPLICATION COMPLETE. MOTION APPROVED 4-0.

10

11 **V. Other**

12 There was no Other Business.

13

14 **VI. Adjournment**

15 MS. EATON MOVED, WITH MS. LOFTUS KELLER SECONDING, TO ADJOURN THE
16 MEETING. MOTION APPROVED 4-0.

17

18 Meeting Adjourned at 7:07PM.

19

**Town of Mount Desert Planning Board
Regular Meeting Minutes
Meeting Room, Town Hall
6:00 PM, October 23, 2019**

Public Present:

Paul Douglass

Board Members Present:

Dave Ashmore, Joanne Eaton, Chair Bill Hanley, Meredith Randolph

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

Chair Hanley called the meeting to order at 6:00 PM.

Board Members were noted.

II. Approval of Minutes

September 25, 2019: MS. EATON MOVED, WITH MR. ASHMORE SECONDING, APPROVAL OF THE SEPTEMBER 25, 2019 MINUTES AS PRESENTED. MOTION APPROVED 4-0.

October 9, 2019: Minutes were tabled due to lack of a quorum.

III. Subdivision Approval Application(s):

Sketch Plan & Site Visit:

A. OWNER NAME(S): David J. Ashmore
Ann M. Ashmore

LOCATION: 16 Ashmore Way, Mount Desert

TAX MAP: 019 **LOT:** 014-004 **ZONE(S):** Rural Woodland 2 (RW2)

PURPOSE: Divide a lot, in a previously approved Subdivision (Phase II Sound View Estates File 42 No. 80)

SITE INSPECTION: 4:00PM

Ms. Eaton confirmed adequate Public Notice. Abutters were notified.

Mr. Ashmore stated he had a Conflict of Interest and requested recusal. He is the owner of the property in question.

MS. EATON MOVED, WITH MS. RANDOLPH SECONDING, ACCEPTANCE OF MR. ASHMORE'S RECUSAL. MOTION APPROVED 3-0.

Chair Hanley confirmed that three voting Members on the Planning Board constituted a quorum.

Chair Hanley reported on the Site Visit. He attended the Site Visit with Mr. Ashmore and five abutters. The group met at Lot 4B and walked the North property line of Lot 4B to where the lot opened up to the view of Somes Sound. Space is staked for a septic system

1 capable of accommodating a six-bedroom house on the East end of the lot. Numerous
2 roads are marked on the plan, many of which were included on the original subdivision plan
3 and never removed, despite the fact that they are no longer in existence. There are small
4 gravel and mulch tote-roads on the property. Towards the East end of lot 4B, stakes mark
5 the proposed lot division and the new East-West line. The group walked towards lot 4A,
6 behind the existing residence. The septic field for this residence was pointed out. Also on
7 lot 4A is a septic field capable of accommodating an eight-bedroom house. Mr. Ashmore
8 pointed out where the well was located for lot 4A. Mr. Ashmore presented an updated
9 survey with the well location noted on it.

10
11 Mr. Ashmore hopes to divide the existing lot 4 into two two-acre lots. Mr. Ashmore
12 explained the access points for the various lots. Mr. Ashmore received an email from the
13 owner of lot 3, stating there were no objections to the proposed subdivision. Lot 3 is the
14 only lot in the subdivision sold.

15
16 Chair Hanley read the Subdivision Ordinance, Section 5.1.3.2: *"if a revision involves the*
17 *creation of additional lots or units or extends the boundaries of the subdivision a Public*
18 *Hearing shall be required. Otherwise the Board shall determine if a Public Hearing is*
19 *required."*

20
21 Chair Hanley asked about the many roads. The roads on the survey were all there at the
22 time the subdivision was created in the late 1980s. The Planning Board at that time
23 requested all existing roads be included on the survey.

24
25 CEO Keene stated most of the roads on the survey were no longer in existence or in use.
26 She encouraged taking roads that are not in use off the survey. The Ordinance states roads
27 can't be counted toward lot area. Any actual roads would have to be subtracted from lot
28 size. Mr. Ashmore agreed to remove roads no longer in use.

29
30 Chair Hanley noted there are tote-roads and pathways on the site that are not on the survey.
31 Mr. Ashmore agreed there's a path with woodchips down the middle of lot 5 that's not on the
32 survey.

33
34 The driveway used to access the barn on the property should remain on the survey.

35
36 The consensus of the Board was there are things on the survey that need to be removed,
37 and things not on the survey that need to be added. Mr. Ashmore agreed to remove
38 everything not used for access.

39
40 Chair Hanley explained the three-step subdivision review process. He asked for public
41 comment.

42
43 Abutter Paul Douglass inquired about Mr. Ashmore's purpose for dividing the lot. It was Mr.
44 Ashmore's intention to divide the lot, in case he decides to sell at a later date. Selling the lot
45 will not occur imminently.
46

1 Mr. Douglass asked about the inclusion of the leachfields and their ability to support large
2 houses. Is the Planning Board potentially approving the leachfields?

3
4 CEO Keene affirmed the leachfields would also be approved should the Planning Board
5 approve the lot division.

6
7 Mr. Douglass inquired why the leachfields were so large.

8
9 Mr. Ashmore noted the leachfields' optimum capacity was retained, not knowing what size
10 building might be built in the future. There are no specific plans to build such large buildings
11 attached to each leachfield. All these sites were part of the original subdivision and had
12 been approved at that time. Mr. Ashmore is proposing a building on lot 4B and plans to
13 build a six-bedroom leachfield there. He may build a four-bedroom house, but a leachfield
14 of this size will allow for expansion of the home built.

15
16 On lot 4A the existing system supports the barn there. The leachfield capacity there is for
17 an eight-bedroom house, however there are no plans to build one. Currently Mr. Ashmore
18 has no plans to build a leachfield on lot 4A. Chair Hanley felt maintaining land appropriate
19 for the septic system at full capacity helps with marketing as well. Mr. Ashmore agreed. He
20 wanted to maintain the possibility. Mr. Ashmore noted multi-family dwellings are permitted.
21 It is unfeasible to do so at this time.

22
23 Chair Hanley noted that the views from lot 4B are beautiful. He wondered if such a
24 viewshed gives Acadia National Park the right to offer their opinion. Mr. Ashmore was
25 unaware of any right the Park had to offer an opinion.

26
27 Mr. Douglass asked if multi-family was permitted. CEO Keene affirmed it was.

28
29 The Board agreed the excess roads on the survey needed to be removed and labeling for
30 access roads and driveways should be added. 50-foot right of ways should be included on
31 the survey as well.

32
33 Ms. Randolph inquired about existing leachfield 2, which Mr. Ashmore is currently using.
34 There is also a proposed leachfield on the opposite side of the house. Mr. Ashmore
35 confirmed he was merely noting the leachfield areas that could be used, and not
36 abandoning his existing leachfield for a new one. The other staked out septic locations on
37 the survey were created at the time of the original subdivision. Since the subdivision was
38 approved leachfields have been designed for lot 4, in order to be aware of the boundaries
39 for those leachfields. Mr. Ashmore pointed out the fields for lots 1 and 2. The Board agreed
40 those fields and wells should be identified on the survey.

41
42 Ms. Randolph inquired about the triangle on the survey at the west side of 4B. It appeared
43 to be the surveyor's mark for determining the radius of the curve.

44
45 Mr. Ashmore pointed out the wetland delineation for lot 4. A wetland area on the survey
46 was noted as having an easement for all the lots. Mr. Ashmore stated it was forested
47 wetland. There were trails available to residents in that area.

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Chair Hanley pointed out a quarry area on lot 3 that is on the updated plan Mr. Ashmore presented at the meeting, but not on earlier surveys.

Additionally, it was pointed out that some surveys had notes on them that were difficult to read. Other surveys were noted as being more clearly legible.

It was determined 10 large surveys with the changes noted were required by Friday, October 25th.

MS. EATON MOVED, WITH MS. RANDOLPH SECONding, THAT THIS SUBDIVISION APPROVAL APPLICATION INVOLVES CREATING AN ADDITIONAL LOT, AND THEREFORE REQUIRES A PUBLIC HEARING IN ACCORDANCE WITH SUBDIVISION ORDINANCE SECTION 5.1.3.2. MOTION APPROVED 3-0.

IV. Other

There was no other business.

V. Adjournment

MS. RANDOLPH MOVED, WITH MS. EATON SECONding, ADJOURNMENT. MOTION APPROVED 3-0.

The meeting adjourned at 6:50PM.

The Value of Membership



Maine Municipal Association
Risk Management Services

Public Entity risk management
is what we do and all we do.

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2019 Workers Compensation Fund Benefits for Town of Mount Desert

DIVIDENDS	<p>The governing board of the Workers Compensation Fund voted dividends to be distributed in 2019. Dividends are not guaranteed year-to-year.</p> <p>Dividends PAID to the <i>Town of Mount Desert</i>: \$0</p>
SAFETY GRANTS & SCHOLARSHIPS	<p>The Safety Enhancement Grant and Scholarship Grant program offers financial incentives to your Entity as a member of the Workers Compensation Fund. Grants are awarded to assist in reducing the frequency and severity of your workplace injuries.</p> <p>Grants and Scholarships Awarded: \$0</p>
LEADER PROGRAM	<p>The Leader Program recognizes and rewards municipalities and public entities that voluntarily implement loss control programs that achieve positive results. Your participation demonstrates a commitment to workplace safety. A Leader credit of <u>5.00%</u> was applied toward your Workers Compensation contribution.</p> <p>Leader Credit..... \$10,009</p>
LOSS CONTROL	<p>In the last year, Loss Control staff visited your entity and provided services which may include training, consultation & safety surveys resulting in <u>11.73</u> service hours with a value of <u>\$1,114</u>. Your entity also utilized <u>5</u> online safety training courses valued at <u>\$100</u>.</p> <p>The estimated value of these services are:..... \$1,214</p>

THE TOTAL VALUE OF BENEFITS FOR THE 2019 YEAR:

\$11,223*

*This is NOT a bill.

The Maine Municipal Association Workers Compensation Fund created by you for you.



WORKERS COMPENSATION FUND

MMA Risk Management Services

MAINE PEOPLE WORKING FOR MAINE COMMUNITIES

Membership is the difference

ADVANTAGES:

- A Partnership of Maine Communities grouping together to fund The Workers Compensation Fund
- Public Entity risk management is what we do and all we do
- Specialized comprehensive coverage designed for Maine Communities
- Providing rate stability for our members

Loss Control:

- Experienced, designated Loss Control Consultants
- MMA staff provides all services with no additional fees
- Partnering with you to provide inspections, training and consultation, specific to municipal exposures that prevent injuries and accidents and help you control your costs
- Safety Committee Assistance
- Safety grants and scholarships
- Online training and website resources
- Provide guidance establishing safety programs, policies and procedures

Claims Management:

- In State claims handlers
- Online, fax or paper claims reporting
- Direct access to your assigned Claims Handler
- Claims review meetings are encouraged and available at your request/location

Member Services/Underwriting:

- On-site visits at your convenience
- Direct access to your underwriter to answer coverage questions
- New and renewal application assistance
- Itemized breakdowns of contributions available
- We offer Transitional Return To Work and Preferred Provider assistance

The Maine Municipal Association Workers Compensation Fund appreciates your participation.

League of Towns

A Collaborative Unit of Government Serving
Bar Harbor, Cranberry Isles, Ellsworth, Lamoine, Mount Desert,
Southwest Harbor, Swans Island, Tremont, Trenton, and
Acadia National Park
P.O. Box 248 Northeast Harbor, Maine 04662

LEAGUE OF TOWNS ELECTED OFFICIALS MEETING MINUTES

Somesville Fire Station

Thursday November 21, 2019 5:00- 8:00 pm

Dinner will be provided

Durlin Lunt called the meeting to order at 5:10pm.

Round of introductions. Durlin then explained that we would go through work plan from last year and then we'll have discussion about topics to be discussed next year.

1. Review of 2018-2019 Work Plan

- a. **County Government** (Recommend formation of a Charter Commission)-Scott Adkins Hancock County Administrator

Last year, charter discussed. Concern around effectiveness of county tax dollars. County Commissioners believe there has been advancement in professionalizing County government, but current feeling is that it's not yet time. Progress is being made in professionalizing through work of newly appointed (4 years ago) County Administrator.

- b. **Opiates and other addictive drugs**- Scott Kane Hancock County Sheriff unable to attend meeting.

General agreement that there is a significant opioid problem. Recently, there's been a rising cocaine problem. Marijuana dealers are now lacing product with other substances, such as cocaine and methamphetamine. MDI Hospital now offering on-the-spot treatment of Suboxone for up to 72 hours. One speaker emphasizes that substance use disorder is a disease akin to cancer, and treatments approach disease in this way. Speaker also emphasizes that legalization of marijuana has increased its risk as a gateway drug. Anxiety induced by marijuana can create psychosis, and this in turn necessitates treatment. Marijuana can also trigger violent behavior, paranoia, delusions, etc. Question as to how League of Towns can help address this issue. Speaker states that MDI Hospital offers program to help individuals suffering from substance use disorder. League of Towns could help publicize that program.

- c. **Affordable Housing**- Latest activity by Island Housing Trust and MD 365

Marla O'Byrne- Island Housing Trust
Kathy Miller MD 365

IHT has 32 houses under covenant, meaning that they must be occupied by income-qualifying families working on MDI. They purchased one house in Mount Desert and have sold it to a public sector employee in Northeast Harbor. They also acquired a second home and sold it to a family working on the island. A third sale is also in the works. IHT has houses with covenants in all four island towns. IHT is also working with Maine Coast Heritage Trust to develop properties in Jones Marsh. One goal with this development is to make the homes energy efficient in order to make them more affordable and environmentally friendly. IHT has also researched what is defined as "affordable" on MDI. Price range is \$200-250K. There is demand for 2- and 3-bedroom houses. IHT has also surveyed residents of homes under covenant. Energy efficiency is very popular. Siting is very important. IHT is hoping to get houses started sometime in next year. IHT also participated in Island Institute group to help other coastal communities with affordable housing issues. As a result, IHT is exploring other partnerships to further this agenda. IHT is working with Witham Family Hotels to determine if IHT can help seasonal employees transition to yearround employees and residents.

Northeast Harbor has lost 62 yearround residents to seasonal/vacation. Very difficult to replace that, and character of village has been dramatically changed by depopulation.

- d. **Municipal Collaboration-** Discussion of Possible Opportunities for sharing services and personnel- Dr. Marc Gousse Superintendent AOS-91
Lee Umphrey- Director Eastern Maine Development Corporation, James Willis Bar Harbor/Mount Desert Police Chief

Staffing is a major issues for municipalities. Hard to have 4 of everything. Police-sharing agreement between Mount Desert and Bar Harbor is already helping fill this gap.

Dr. Marc Gousse of MDIRSS is suggesting an initiative to share human resources personnel. Gousse also reports that MDIRSS is undertaking an enrollment study. Emphasis that this study can only forecast future enrollment, not perfectly predict. Draft is complete, will be publicly released 12/16/19. MDIRSS is also undertaking a salary study to determine competitive wages. Finally, MDIRSS has

started a wellness initiative. Hope is that this will eventually lower healthcare costs. Also, this is just the right thing to do for people. Finally, MDIRSS is looking for answers to rising health insurance costs. Currently, MDIRSS pays \$9M/year in health insurance. Of that, \$4.7M is for "controllable" factors.

Regarding HR, this is a knowledge area that current staff generally doesn't have. Role of HR includes succession planning. Observation is that we're already spending the money on HR, we're just not spending it wisely. Other HR functions include on-boarding, exit interviews, trainings, benefits. A draft RFP for HR management is included in materials for tonight's meeting.

Another potential area for collaboration is technology.

Regarding solarization, Gousse describes solar efforts in the schools, including Tremont's solar array and MDIHS solarization.

Gousse also recognizes the strong relationships between local law enforcement agencies and schools. Very effective.

Jim Willis gives an overview of law enforcement sharing between Mount Desert and Bar Harbor. They have now sworn all officers in each town into the other town. They have a unified patrol schedule. They've divided two towns into zones. They then combined their records management systems. Now, in the virtual world, everything is done under Bar Harbor's name. As a result, all crime data is under Bar Harbor. The only difference is how two departments are paid. Having two people with different positions paid different rates presents a major morale problem. Last summer, SWH lost a midnight dispatcher. It takes 4 FTEs to staff a 24-hr dispatch center. As a result, Bar Harbor/Mount Desert looking at taking on night shift for SWH dispatch. BH/MD PD is also now using ANP frequencies. As a result of records management system, all agencies in Hancock County are on the same system, so they can see the same info when a call comes in.

Open question of what to do regarding dispatch on MDI. Hiring staff is a problem. Equipment is also very expensive. One console is \$75K-100K.

One analogy when thinking about dispatch can be seen in the consolidation of MDIHS. Took 20 years. Available in film "Consolidation."

Also, when considering consolidation, it's not necessarily a major step all at once. Can be done gradually, one step a time. For example, MD/BH started sharing just a chief and an admin assistant, but that gradually became more

extensive. Midnight dispatch might be that small first step. There's already dispatch consolidation in the agreement between BH and MD.

e. **Solarization-** Recent projects and future plans

Tremont already has a solar array and is looking at a community solar farm. All municipal buildings and the school in Tremont are now offset by the array. High School has a very similar arrangement. No upfront costs.

One speaker addresses the ways that climate change affects MDI, including sea level rise, ocean warming driving lobsters north, etc.

A Climate to Thrive has set the goal of making MDI energy independent by 2030. One major step in that direction could be to acquire land that could be used for solar arrays. EMR is working on developing a solar farm in 2020. Also, there is a 50-acre parcel in Bar Harbor that is owned by ANP, and so would take an act of Congress to free up, but could be a site for solar panels, affordable housing, etc. Since the original purpose of this parcel in the 1986 Park Boundary legislation was for an island-wide transfer station, and that need no longer is there. All towns on MDI have an interest in this. Therefore, this would be a good project for League of Towns.

ANP will convene a group to work on this that will include all island towns, ADD members, MDIRSS, and any other interested parties.

2. League Work Plan for 2019-2020- What items should the League concentrate on over the next year?

- a. Durlin explains how the plan for next year will be developed. Participants read through list from last year for approximately 10 minutes. They could also add items to the list. After voting was complete the following items received the most votes:

Affordable Housing- 25 votes- Carry over from 2018-2019

Municipal Collaboration- 20 votes- Carry over from 2018-2019

Transportation- 14 votes

Solarization- 13 votes- Carry over from 2018-2019

Tick Borne illness-13 votes

Meeting adjourned by general consent at 7:45pm.

COMMISSIONERS REGULAR MEETING

Learn more about **HANCOCK COUNTY** by visiting
www.co.hancock.me.us

Audio recordings of the meeting are available upon request

The regular meeting of the Hancock County Commissioners was brought to order by Commissioner Blasi at 8:30 a.m. on **Tuesday November 5, 2019** in the conference room of the County courthouse located in Ellsworth, ME with Commissioners Clark and Wombacher in attendance.

Employee recognition: Deputy Chris Thornton was recognized for 15 years of service to the County of Hancock. Corrections Officer Matthew Saucier-Gilbert was recognized for 5 years of service to the County of Hancock.

Adjustments to agenda:

MOTION: Move item 11a budget calculation sheet to either become a portion of, or come directly after, the budget informational meeting at 10:00 a.m. (Clark/Wombacher 2-1, Blasi opposed, motion passed)

Public Comment: none

Approval of minutes:

MOTION: Approve the minutes of the October 15, 2019 Commissioners' Special Meeting (Clark/Blasi 3-0, motion passed)

Airport:

Monthly Report- Airport Manager Brad Madeira reported that the annual FAA inspection revealed only one finding of substance: approximately 1,000 sf area of distressed pavement that should be repaved. One of the spring AIP grants will include that project.

Manager Madeira reported that some operating accounts have been overdrawn. Deputy CA Knowlton attended Public Information Officer training through the NTSB in Virginia, which was not originally budgeted for. Commissioner Clark suggested that since the training will be of benefit to overall county operations, not simply the Airport, that the Commissioners' training and travel budget lines be utilized to cover any overages.

MOTION: airport access up to \$1,200 to cover any overages incurred in travel and training expenses for Deputy CA Knowlton's travel to PIO training (Clark/Wombacher 2-0-1, Blasi abstained)

A combination of travel/training accounts will be used depending on what is needed.

Manager Madeira reported that an informational meeting was held October 19 to discuss the environmental assessment project regarding the future potential need to cut trees on neighboring properties to ensure safe access to the airport. Four project readiness forms have been submitted to the FAA; these are AIP eligible.

MOTION: approval to go out to bid to purchase ARFF PPE (Clark/Blasi 3-0, motion passed)

The equipment is for one new hire and replacement gear for an existing ARFF employee. Inspections revealed that the current employee's gear requires replacement due to age. The estimated cost for the required gear is \$10,855.00.

MOTION: approval for the Chairman to sign Jacobs Project Contract #E2X75511 (Clark/Wombacher 3-0, motion passed)

UT:

Three Rivers Solar Power, LLC received a certificate of compliance through LUPC. Supervisor Billings reported that he authorized paving the T7SD section of the Gouldsboro Point Rd; a portion of the Village Road also requires work. Supervisor Billings updated the commission on the small business proposal and request for funding that had previously been submitted by a Fletchers Landing resident. The commission reviewed materials provided by EMDC. There was some discussion on the process. CA Adkins said we are looking to establish a process that both protects the county and ensures the applicant's success. Commissioner Clark said we should be developing a process not simply based on the applicants at hand, although we could use their plan to help develop the process; the process of developing the application, review, and approval should be the focus. The commission reviewed the Penobscot County TIF District application and discussed adopting it for Hancock County. The commission agreed to consult with a local businessperson who formally worked for EMDC. Commissioner Blasi questioned what services our EMDC dues cover, and why this is extra. In developing the process, Commissioner Clark suggested focusing on an acceptable application and finding and utilizing an entity capable of assessing the business plan. The next area to address would be defining the loan terms and process. UT Supervisor Billings clarified that the business needs to be located in the UT, not necessarily the residence of the applicants.

Deeds:

Registrar of Deeds Curtis explained that she has a project involving scanning and verifying index information. She requested approval to fill a PT position that is specific to this project. She has \$10,000 in surcharge and intends to use that initially. The project requires two employees; the existing PT employee will also work on the project.

MOTION: Registrar of Deeds be permitted to seek applications for a part time project clerk (Clark/Wombacher 3-0, motion passed)

Budget Information meeting and BAC recommendations:

Commissioner Blasi said "the Hancock County general fund budget for fiscal year 2020, which is the same as the calendar year, was presented by the County Commissioners to the public, by statute, at a public hearing on September 25. It was reviewed by the 10 member Budget Advisory Committee by statute. Our budget advisors have either supported our proposals or forwarded recommendations to revise expenditure amounts for particular accounts in particular departments. Now, under the same Budget Advisory Committee statute, we will consider whether to override BAC recommendations and return particular accounts to our proposed

amounts. Since all the BAC recommendations before us today were approved by two-thirds, or 7 votes, we will need unanimous vote tallies on each recommendation”.

Commissioner Blasi explained that he would ask for motions on each recommendation, and once the budget has been approved and signed it would be forwarded to the State Auditor’s office for review and processing.

Commissioner Clark suggested reducing the department 17 overall budget to the 2019 amount.

MOTION: override the budget advisors recommendation on account 45-005 University of Maine extension (Blasi/motion fails for lack of second

MOTION: override the BAC recommendation for Reparations Board and reduce that by \$9,990 (Clark/ motion fails for lack of second

MOTION: accept BAC recommendation of \$180,230 for Third Party donations for 2020 (Clark/Wombacher 2-1 Blasi opposed)

MOTION: override BAC recommendation for District Attorney (Blasi/fails for lack of second

MOTION: override BAC recommendation for RCC (Blasi/Wombacher, motion and second withdrawn

The calculation sheet shows an increase over the prior year’s budget of 5.99%. There was some discussion about a transfer amount. Commissioner Blasi said he was uncomfortable with the 5.99% increase. Commissioner Clark said the BAC was fully aware of the increase when they made their recommendations. The commission reviewed the last several years of budget increases/decreases- many of them were very low and some were negatives. Commissioner Clark said that during this time projects were not getting done and employees were not being compensated fairly. The average increase for the five years prior was 3.08%. CA Adkins pointed out that many projects have been addressed and significant progress has been made in recent months, and said that before this year the county was nearly \$1,000,000 under LD, accumulatively; LD should be the guiding principle in growth.

MOTION: approve the County expenditure budget for 2020 of \$8,545,270 of which \$6,361,436 be raised by taxation, to include \$100,000 being transferred (Clark/Wombacher 2-1, Blasi opposed)

Commissioner Blasi said the rationale provided by the administrator was convincing. He said he would not sign the budget because of the County Administrator’s contract amount.

Commissioner Clark said not signing the budget because of one piece in it is an irresponsible position to take; they have gone through the entire budget as a board and come to a consensus on what the budget should be.

Commissioner Clark left the room.

Treasurer:

MOTION: approve the October warrants as presented by the County Treasurer (Blasi/Wombacher 2-0, motion passed)

The Treasurer's memo listed the following:

October GF, Airport, and Jail Payroll Warrants #19-39, #19-40, #19-41, #19-42, and #19-43 in the aggregate amount of \$461,337.12;

October GF, Airport, and Jail Expense Warrants #19-72, #19-73, #19-74, #19-75, #19-76, #19-77, and #19-78 in the aggregate amount of \$701,620.73;

October UT Payroll Warrants #20-13, #20-14, #20-15, #20-16, and #20-17 in the aggregate of \$1,736.26;

October UT Expense Warrants #20-6 and #20-7 in the aggregate of \$510,119.76

There was some discussion on over expended account lines. Treasurer Boucher explained that individual lines are often over by small amounts; not the entire department budget. Commissioner Blasi asked the Treasurer to consider the overdraft policy in the internal controls.

Commissioner Clark returned.

Treasurer Boucher reported that all of the taxes have been collected. The Town of Sorrento submitted a check with a date of October 31; Treasurer Boucher said this was acceptable in order to avoid interest.

MOTION: approve expenditure of \$26,474.95 for Meritain run out expenditures (Blasi/Wombacher 2-0-1 Clark abstains)

The commission took a vote on approving the 2020 Budget Calculation sheet (2-1, Blasi opposed)

Jail:

The commission reviewed the draft Medical Assisted Treatment (MAT) Contract. JA Richardson said they had a call with the State regarding concerns with the contract and understood that all of the concerns would be addressed. He asked for the commission to authorize the sheriff to sign the final contract. JA Richardson explained that the MAT is required for the grant to fund the jail nursing.

MOTION: accept the MAT contract (Wombacher/Blasi; motion and second withdrawn

MOTION: sheriff be authorized to sign the MAT contract when one is made available to him (Clark/Wombacher

The commission agreed to attach to the record the email correspondence that includes JA Richardson's answers to Commissioner Blasi's questions about the contract.

CES, Inc. completed a site visit on October 29 to review some floor settling and wall cracking. They determined that the building is safe to occupy, the floor settling appeared to be a floor slope built during construction, and the wall cracking was caused by minor floor deflection; the cracks should be repaired and monitored.

MOTION: accept the \$3,500 quote for CES for an investigation of the block cracking in the jail (Clark/Wombacher 3-0, motion passed)

The concensus of the board was to follow the recommendation of CES to repair the cracking and monitor it. JA Richardson was directed to work out the funding mechanism and would consult with the commission as required. Facilities Director Walls recommended we use CES through the entire monitoring process.

JA Richardson said he is asking for permission to seek a nurse once the MAT contract is signed. The funding for the nurse is through the MAT.

MOTION: the jail be authorized to seek applications for a nurse under the MAT nursing contract (Clark/Wombacher 3-0, motion passed)

MOTION: Administratively remove Dona Closson-Wescott from payroll (Clark/Blasi 3-0, motion passed)

MOTION: Approve the voluntary demotion of Sgt. Pileski to corrections officer, going from Step 12-H-2 to Step 9-H-2 effective November 23, 2019 in accordance with union contract (Clark/Blasi 3-0, motion passed)

MOTION: Correct the step of FT assistant cook Joanne Jodrey from Step 9-C to Step 6-C (Clark/Wombacher 3-0, motion passed)

Sheriff:

Chief Deputy Kane reported that the sheriff would provide an update on Open Door at the next meeting.

Chief Deputy Kane presented a letter from Penobscot County thanking the Hancock County Sheriff's Office and Jail for providing support during a recent tragedy experienced by Penobscot County. Chief Kane said this was an opportunity to help a neighboring county in a time of need, but also to be trusted to assist running a jail facility and credited JA Richardson and the jail staff. Commissioner Clark said this shows that Penobscot County has confidence in Hancock County, to allow them to assist in the jail facility. The entire commission recognized JA Richardson and Hancock County jail staff for supporting Penobscot County during this time.

MOTION: approve out of state travel for wreaths Across America (Clark/Wombacher 2-0-1 Blasi abstains, motion passed)

Commissioner Blasi said he would abstain because since the last approval, two articles have appeared that cast an unfavorable light on Worcester Wreath. Chief Deputy Kane said he would not debate the validity of the reports but said that he disagreed with the articles and wholeheartedly supports Worcester Wreath.

MOTION: sign the patrol agreement between Hancock County Sheriff's Office and the Town of Tremont (Clark/Blasi 3-0, motion passed)

MOTION: authorize the sheriff to purchase from Spillman InSight Server Migration software from account E10-20-100 and recognize them as sole source as they are proprietary software in the Sheriff's Department (Clark/Blasi 3-0, motion passed)
The amount of the purchase is \$5,040.

Chief Deputy Kane reported that a patrol vehicle is in need of significant repairs, estimating \$5,000-\$6,000. At this point, this is simply informational; the cost of the repairs and the effect on the trade value would need consideration. Commissioner Blasi asked about how the addition of a patrol officer would impact this. Commissioner Clark recalled that Sheriff Kane told the BAC that if they approved funds for an additional officer he would find the funds for a cruiser somehow. Chief Deputy Kane said that was correct, but he wanted the commission to be aware of this situation.

MOTION: Approval for out of state travel to a conference in Massachusetts for Chief Deputy Kane (Clark/Wombacher 3-0, motion passed)

RCC:

RCC Director Bob Conary reported that he recently attended a meeting with the County Firefighters Association meeting. He participated in an Active Shooter/School Lockdown tabletop exercise in Bucksport. Conary has been working with various entities planning for the RCC Renovation and the temporary move to the training room. The console company will visit on November 20 to assess the facility and requirements for moving equipment. Director Conary said at some point he will need to seek bids for a fourth console. Conary submitted a list of upgrades and anticipated costs associated with the RCC Renovation project; the list totaled \$60,000. Additional anticipated costs included \$68,000 for a new Avtec Radio Console and peripheral network equipment and \$1,600 for a conference table and chairs. There was some discussion on how to streamline the approval process for expenditure of funds for this project. Director Conary presented a list of anticipated expenses involved in the RCC Expansion project totaling \$60,000; included in this list are three items totaling \$12,621.08 that Conary presented as a separate expenditure request.

MOTION: authorize movement of \$45,000 from RCC capital reserve account to a newly created account in the RCC 07-20-300 Renovation Misc. costs (Clark/Wombacher 2-1, Blasi opposed)

Commissioner Clark said the basis for his motion is that this takes an amount that can be spent without additional approval, knowing that it is restricted to the items on the submitted sheet. This amount is the \$60,000 less the transfer signed today. Commissioner Blasi wanted to establish a series of expense accounts so that each time an expenditure was made it would be given a different 900 number, as in Dept. 6; he wanted to track costs for the project with as much detail as possible.

MOTION: approve the expenditure of capital reserve account G 07-70-100 in the amount of \$12,621.08 to replace the recording system, to replace dispatch monitors, and 4 UPS backup power supplies (Clark/Wombacher 3-0, motion passed)

Break 11:45 a.m. -12:00 p.m.

Commissioners:

US Board Geographic Names / Dutton Pond, Amherst / Name Change –

MOTION: approve the letter to the US Board on Geographic Names objecting the proposed name change of Dutton Pond (Clark/Wombacher 1-2, Clark, Wombacher opposed, motion failed)

Commissioner Clark wanted to take no action on this item, as the commission holds no statutory authority. He said it would be appropriate to take a position if this were in the unorganized territory. Commissioner Blasi said the County Commissioners can express an opinion, as well as other agencies. He said if a selectboard is asking for support in something that the board is eligible to support, he would place it on the agenda. Commissioner Wombacher said he did not really have an opinion on whether the board should support the name change or not; he would tend to side with the selectboard but since he did not have a strong opinion on it in this instance he would lean towards taking no action.

Maintenance:

Facilities Director Dennis Walls updated the commission on the projects that had been completed this year. He said there is some accounting to finish up, including an additional \$2,000 that will need to be transferred at some point. Director Walls will have details prepared closer to the end of the year. Walls said the EMA generator is a good back up in case our generator fails, although it will not power everything. We will need to have a discussion about the jail generator soon, as it is 20 years old.

Commissioner Blasi asked if any bricks had fallen from the old jail since the one in January. Director Walls said a brick was found in the spring; Walls notified the Historical Society and no action was taken.

RCC expansion project discussion- Earlier today Walls received the contract that outlines the terms of the Construction Manager at Risk agreement from Architect Sealander; he submitted it to the commission for review. He said this is the document that the Penobscot Company will base their billing on. Commissioner Clark said the maximum price may be unacceptable, and he did not see how we could proceed without it. Sealander also sent a request for additional fees for the mechanical re-design from Armstrong Engineering; the first design was rejected so additional work was necessary for a second design.

MOTION: authorize an additional \$4,675.00 to cover mechanical electrical plumbing design fees for the RCC expansion project (Clark/Wombacher 3-0, motion passed)

RCC Director Conary expressed concern about the timing of moving the dispatchers into the training room when the renovation work begins. Commissioner Clark said he did not know how we could start before receiving the maximum figure; the project may not begin until mid-December. Facilities Director Walls said he would contact Sealander and let him know we need a price range soon.

Bull Hill/Mt. Waldo update-

Facilities Director Walls said there was a report of a power failure at Bull Hill but upon inspection everything was fine; the solar is running as expected. Walls is waiting on parts to fully integrate the generator. During the annual service visit at Waldo a bad control board was found in the generator; this was replaced under warranty.

Snow removal- Director Walls has an extension with RF Jordan; they have agreed to operate under the same terms. Previously the commission signed a contract with two extension years; this is one extension.

MOTION: chairman be authorized to sign the extension on snow removal with RF Jordan for the 2019-2020 snow removal season (Clark/Wombacher 3-0, motion passed)

3rd floor gym and storage ideas- Walls said the bulk of the issue with noise is due the location of the equipment. In this plan, the section over the courts would be storage, and the section over District Court storage is where the exercise equipment will be placed. Perhaps a changing room or bathroom would be installed. The discussion will be ongoing.

Old Jail liability discussion- Commissioner Blasi said it has been verified that the old jail holds adequate liability insurance coverage. He said he did not want the County to be responsible for the worst case scenario: if a brick fell and struck someone. Director Walls said Terri Cormier of the historical society extended an invitation to the commission to tour the inside of the jail to see the displays and artifacts. Commissioner Blasi expressed concern about the risk to public safety that the old jail presents. Commissioner Clark said he would not attempt to take the jail until it was evident the Historical Society was failing to maintain the building. Commissioner Blasi asked if he felt that the Historical Society was doing that. Commissioner Clark responded that his sense of failing to maintain the building is if a side of the building falls into the parking lot- not a single brick. Commissioner Wombacher said there is not a lot that can be done at this point; if it continues to degrade we would have to seek a solution. Commissioner Blasi said he would like the commission to receive reports when bricks fall. Director Walls said the process to repair is very different than the process of restoring. Commissioner Clark recalled that when the old jail was transferred to the Historical Society, the argument the Historical Society made was if the County gave them the deed to the building, they could file for grants to restore it.

County Administrator:

Drug Free Workplace Policy- Deputy CA Knowlton reported on the feedback received from Department Heads. The commission agreed to hold a workshop with Department Heads to develop the policy during the November 19 CSM.

The commissioners will recognize the Spirit of America 2019 award recipients on November 19 at 8:30 a.m.

The commissioners discussed engaging Acadia Benefits in 2020 for consulting services. Commissioner Blasi suggested looking for similar services locally. Commissioner Clark said he would hate to start over given the relationship we have developed with them and the value of employee advocacy through Paula Green.

MOTION: contract with Acadia Benefits one more year in 2020 at a cost of \$10,000 (Clark/Wombacher 2-1, Blasi opposed)

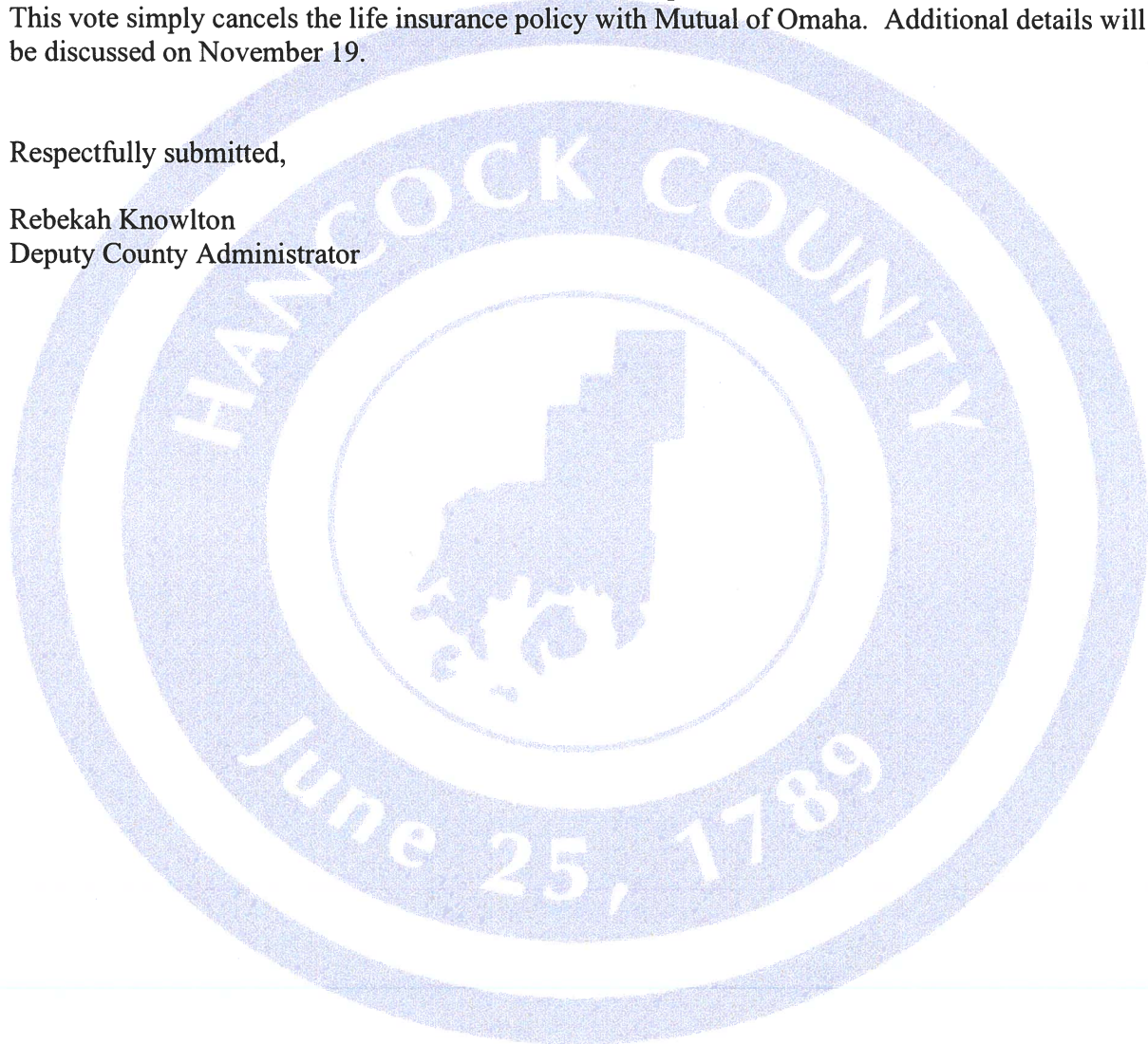
Life Insurance- the commission agreed to terminate the life insurance policy through Mutual of Omaha and discuss details of self-funding the employee death benefit at a subsequent meeting.

MOTION: continue the resolve of June 4, 2019 to terminate the Mutual of Omaha life insurance agreement (Blasi/Wombacher 3-0, motion passed)

This vote simply cancels the life insurance policy with Mutual of Omaha. Additional details will be discussed on November 19.

Respectfully submitted,

Rebekah Knowlton
Deputy County Administrator



NEW BUSINESS

MOUNT DESERT
365
COMMUNITY YEAR-ROUND

November 19, 2019

To: Durlin Lunt, Town Manager
Fr: Kathy Miller, Executive Director
Re: Update on Old Firehouse Lane construction

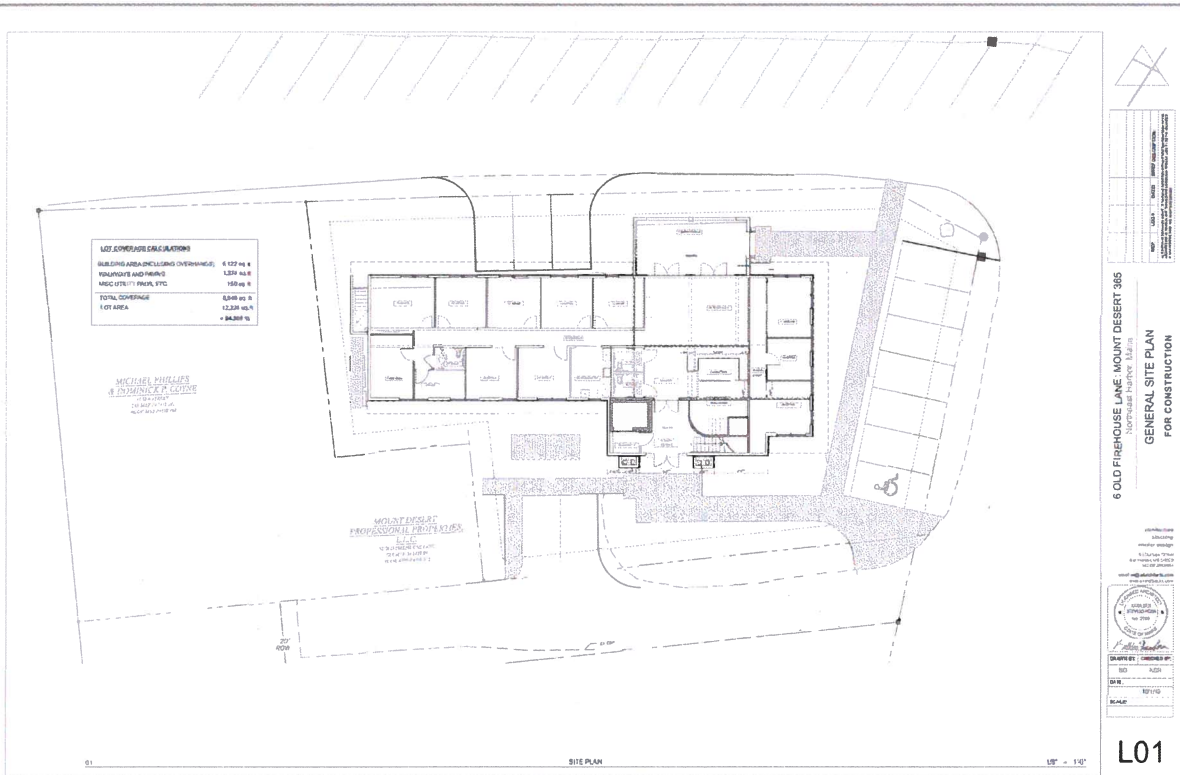
I am writing to give you and the Town an update on the progress of our construction project on Old Firehouse Lane. The new building will be two stories tall and approximately 8,000 SF. The Maine Seacoast Mission will occupy the entire first floor and have their main entrance on the east side of the building, overlooking the parking lot and the harbor, where their ship docks. The second floor will be comprised of offices for our organization, a conference room and warming kitchen for the two nonprofits to share, and two residential apartments, each with two bedrooms. We will be renting those apartments to year-round tenants. The entrance for the second floor will be on the western side of the building, facing the Main Street direction. That lobby area will also have a second entrance into the Mission's offices, and it will be the ADA compliant entrance into the building.

The building is being constructed by E.L. Shea, and all the necessary State and Town permits required to date have been approved. Construction is moving along now that we have the foundation in place, and we should see the building take shape rather quickly. We expect it to be enclosed by the end of the year and the various trades starting work within the building just after the new year for plumbing, electrical, etc. We plan to move into the finished building August 1, 2020.

The building will employ heat pumps for heating/cooling purposes, avoiding use of fossil fuels. We are anticipating approximately 10-12 parking spaces on the site for residents and employees. There are also plans for a sidewalk on the south end of the site to provide added connectivity between the Gray Cow parking lot and Main Street. This could offer a safer passage for pedestrians through this area as there is currently no other sidewalk along the public way.

Attached is an image of the west view of the new building, plus a site plan for the parcel, which incorporates the two lots formerly at 6 and 10 Old Firehouse Lane. It is now combined into one lot with an address of 6 Old Firehouse Lane.

We are delighted to have this project underway and believe it will be a boon to the village of Northeast Harbor when completed. I'd be happy to answer any questions you may have.



West View of 6 Old Firehouse Lane



Town of Mount Desert

21 Sea Street, P.O. Box 248
Northeast Harbor, ME 04662-0248
Telephone 207-276-5743 Fax 207-276-5742
www.mtdesert.org director@mtdesert.org

MEMO

To: Durlin Lunt, Jr., Town Manager
From: Tony Smith, Public Works Director
Re: MRC Voting Ballot
Date: November 26, 2019

My current term as a member of the MRC Board of Directors expires December 31, 2019. Attached is a copy of the "Voting Ballot" from the MRC for the following three-year term for which I am eligible to be considered for; January 1, 2020 to December 31, 2022.

As presented in the nomination information discussed at a prior meeting Board of Selectmen,

"Solid waste management continues to be a complex and expensive business. I was involved with the request for proposals that resulted in the Board decision to team with Fiberright to address our solid waste and recycling needs. The next few years will be critical to the successful future management of solid waste in our local area and the State of Maine. Decisions made will affect all facets of solid waste management, not the least of which is the associated cost. I would like to continue the work of my first seven years of service to the MRC and our members by working with the other Board members to address the pending challenges."

I respectfully request that the members of the Board of Selectmen consider casting their vote for me for another three-year term as an MRC director and returning the executed ballot by end of day December 6, 2019.

Thank you.

Enc.

• 207-664-1700
• info@mrcmaine.org
• execdiretor@mrcmaine.org



• 20 Godfrey Drive •
• Orono, Maine 04473 •
• www.mrcmaine.org •

Voting Ballot

For 12-2-19
BOS

- ◆ To fill three positions for a three-year term from January 1, 2020, to December 31, 2022
(Three highest vote totals)

Joining Member Town of Mount Desert casts its vote for the following individual to serve on the Municipal Review Committee Board of Directors for the above stated term.

Note: Candidates are listed alphabetically. Biographies provided by each candidate are attached.

VOTE FOR ONE INDIVIDUAL ONLY

→ More than one checked box will invalidate the ballot ←

- Robert L. Butler — Waldoboro
- Tony P. Smith — Town of Mount Desert
- Danna Wrigley Sr. — Oakland

Please return this ballot no later than **5:00 p.m., DECEMBER 06, 2019** to:

Municipal Review Committee, Inc.

20 Godfrey Drive

Suite 213

Orono, Maine 04473

or

EMAIL ATTACHMENT: execdiretor@mrcmaine.org

RESULTS OF THIS ELECTION WILL BE READ AT THE MRC ANNUAL MEETING ON DECEMBER 11, 2019

TREASURER'S WARRANTS

Warrants for BOS Agenda:

BOS Agenda:

12/02/19

	Description	#	Date	Amount
A. Warrants to be Approved and Signed:				
	Town Invoices	AP2033	12/03/19	\$ -
		presented at Board meeting		
B. Authorized Warrants to be Signed: (Wendy needs to abstain) (Prior Electronic or Manual Authorization)				
	Town State Fees & P/R Benefits			
		AP2031	11/20/19	\$ 1,140.56
		AP2032	11/27/19	\$ 5,186.50
	Town Payroll			
		PR2012	11/29/19	\$ 109,301.58
C. Warrants to be Acknowledged:				
	School Invoices			
	School Payroll	#11	11/22/19	\$ 173,494.99
TOTAL WARRANTS FOR BOS MEETING				\$ 289,123.63

TOWN OF MOUNT DESERT
BMV, STATE & PR ACCOUNTS PAYABLE WARRANT

WARRANT AP# 2031

CHECK DATE: November 20, 2019

CHECK NUMBER: <u>312181</u>	through	<u>312181</u>	\$ <u>1,140.56</u>	Check payments
CHECK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Electronic payments
EFT NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	ACH Payments
EFT or CK NUMBER: <u>N/A</u>	through	<u>N/A</u>	\$ <u>-</u>	Voided Checks

TOTAL DISBURSEMENTS: \$ 1,140.56

This is to certify that there is due and chargeable to the appropriations listed above the sum set against each name and you are directed to pay unto the parties named in this schedule.

Selectmen:

John B Macauley, Chairman

Martha T Dudman

Matthew J Hart, Vice Chairman

James F Mooers

Kathi Mahar

From: Lisa Young
Sent: Monday, November 18, 2019 11:53 AM
To: John Macauley ; Martha Dudman ; Matt Hart; Rick Mooers
Cc: Kathi Mahar; Elizabeth Yeo
Subject: RE: Warrant AP#2031 State Fees/Payroll Benefits Approval Request

John,
Thank you for your approval.

Lisa Young



Lisa Young,
Finance Clerk, Tax Collector
Town of Mount Desert
(207) 276-5531 (T) (207) 276-3232 (F)

From: John Macauley <jbmacauley3@gmail.com>
Sent: Monday, November 18, 2019 11:50 AM
To: Lisa Young <financeclerk@mtdesert.org>
Subject: Re: Warrant AP#2031 State Fees/Payroll Benefits Approval Request

All set

On Mon, Nov 18, 2019 at 11:37 AM Lisa Young <financeclerk@mtdesert.org> wrote:

Good Morning!

Attached is Accounts Payable Warrant #2031 (for Payroll and/or State Fees) in the amount of \$1,140.56 for your approval.

Please indicate your authorization to release the funds for this warrant by approving or rejecting.

I will "reply to all" when the first approval comes in so that you know that we have the one required email approval.

Thank you!

Lisa Young

TOWN OF MOUNT DESERT
BMV, STATE & PR ACCOUNTS PAYABLE WARRANT

WARRANT AP# 2032

CHECK DATE: November 27, 2019

CHECK NUMBER:	<u>312182</u>	through	<u>312183</u>	\$ <u>5,186.50</u>	Check payments
CHECK NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$ -	Electronic payments
EFT NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$ -	ACH Payments
EFT or CK NUMBER:	<u>N/A</u>	through	<u>N/A</u>	\$ -	Voided Checks

TOTAL DISBURSEMENTS: \$ 5,186.50

This is to certify that there is due and chargeable to the appropriations listed above the sum set against each name and you are directed to pay unto the parties named in this schedule.

Selectmen:

John B Macauley, Chairman

Martha T Dudman

Matthew J Hart, Vice Chairman

James F Mooers

TOWN OF MOUNT DESERT
PAYROLL WARRANT

WARRANT PR# 2012

CHECK DATE: November 29, 2019

ADVICE NUMBERS: 10480 through 10528

CHECK NUMBERS: 64551 through 64561

TOTAL DISBURSEMENTS: \$ 109,301.58

This is to certify that there is due and chargeable to the appropriations listed above
the sum set against each name and you are directed to pay unto the parties
named in this schedule.

Selectmen:

John B Macauley, Chairman

Martha T Dudman

Matthew J Hart, Vice Chairman

James F Mooers

Kathi Mahar

From: Matt Hart <matt@theneighborhoodhouse.com>
Sent: Monday, November 25, 2019 4:38 PM
To: Kathi Mahar
Subject: Re: Approval Request: Warrant AP#2032 & PR#2012

Hi Kathi,

I approve AP Warrant #2032 and Payroll Warrant #2012.

Thanks!
-Matt

Matthew Hart

Community Relations Director
The Neighborhood House | 207-276-5039
End of Main Street | Northeast Harbor, ME

From: Kathi Mahar <treasurer@mtdesert.org>
Date: Monday, November 25, 2019 at 4:26 PM
To: John Macauley <jbmacauley3@gmail.com>, "Martha Dudman (martha.dudman@gmail.com)" <martha.dudman@gmail.com>, Matt Hart <matt@theneighborhoodhouse.com>, Rick Mooers <rmooers@mtdesert.org>
Subject: Approval Request: Warrant AP#2032 & PR#2012

Good afternoon!

Attached are the following warrants for your approval:

Accounts Payable	#2032 total of	\$ 5,186.50
Payroll	#2012 total of	\$109,301.58

Please indicate your authorization to release the funds for these warrants by approving or rejecting.

I will "reply to all" when the first approval comes in so that you know that we have the one required email approval.

Thank you!

Kathi

Kathryn A Mahar, Treasurer
Town of Mount Desert
(207) 276-5531 (T) (207) 276-3232 (F)

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 13785

Include Authorization Codes: Yes
Batch: 7060
Check Dates: (Earliest) - (Latest)
Cash Account Number:
Minimum Check Amount: \$0.00
Sorted By: Check Number

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
	11/22/2019	STAT	TREASURER, STATE OF MAIN		3,857.00	3,857.00	0.00	0.00	
	11/22/2019	IRS	INTERNAL REVENUE SERVIC		13,320.77	13,320.77	0.00	0.00	
44982	11/22/2019	121	GARY L. ALLEN	1	2,574.00	2,035.59	0.00	2,035.59	
44983	11/22/2019	31	SUSAN M. DAMON	1	120.00	109.08	0.00	109.08	
44984	11/22/2019	480	KARINA GUZMAN-BOSIO	1	320.00	290.88	0.00	290.88	
44985	11/22/2019	297	Lena Hatch	1	80.00	73.88	0.00	73.88	
44986	11/22/2019	424	JORDAN MERCER	1	160.00	147.76	0.00	147.76	
44987	11/22/2019	262	BENJAMIN H. PAULSEN	1	1,536.00	1,320.33	0.00	1,320.33	
44988	11/22/2019	468	WARREN L. MURRAY	1	1,214.64	1,023.35	0.00	1,023.35	
44989	11/22/2019	308	Gloria A. Delsandro	1	3,574.00	2,563.60	2,563.60	0.00	
44990	11/22/2019	332	MARINA P. FREDERICK	1	579.97	446.94	446.94	0.00	
44991	11/22/2019	477	ANGELIQUE E. HODGDON	1	1,446.00	830.43	830.43	0.00	
44992	11/22/2019	478	DEBRA L. STAPLES	1	893.76	672.14	672.14	0.00	
44993	11/22/2019	149	MARIAH D. BAKER	1	1,884.61	1,541.03	1,541.03	0.00	
44994	11/22/2019	266	JULIANNA R. BENNOCH	1	2,536.53	1,873.59	1,873.59	0.00	
44995	11/22/2019	43	SARAH R. DUNBAR	1	3,580.07	2,632.41	2,632.41	0.00	
44996	11/22/2019	329	ALEXANDER GARRETT	1	1,728.84	1,302.63	1,302.63	0.00	
44997	11/22/2019	63	HEATHER M. GRAVES	1	2,315.38	1,470.83	1,470.83	0.00	
44998	11/22/2019	65	GAYLE M. GRAY	1	2,769.23	1,958.26	1,958.26	0.00	
44999	11/22/2019	293	Amy L. James	1	2,836.53	1,922.87	1,922.87	0.00	
45000	11/22/2019	90	REBECCA A. JARVIS	1	2,228.84	1,456.81	1,456.81	0.00	
45001	11/22/2019	237	JUSTIN B. NORWOOD	1	4,697.07	3,453.29	3,453.29	0.00	
45002	11/22/2019	138	AMY Y. PHILBROOK	1	2,473.80	1,700.31	1,700.31	0.00	
45003	11/22/2019	275	JOELLE A. RUDDY	1	2,769.23	2,118.30	2,118.30	0.00	
45004	11/22/2019	120	KAREN L. SHARPE	1	2,950.00	1,877.78	1,877.78	0.00	
45005	11/22/2019	375	KATHLEEN C. ST DENIS	1	2,709.61	1,557.61	1,557.61	0.00	
45006	11/22/2019	404	KERRY L. TAYLOR	1	2,461.53	1,881.48	1,881.48	0.00	
45007	11/22/2019	459	SHANNON L. WESTPHAL	1	1,892.30	1,481.13	1,481.13	0.00	
45008	11/22/2019	91	JUDITH CULLEN	1	1,969.23	1,512.09	1,512.09	0.00	
45009	11/22/2019	448	JACQUELINE A. WHEATON	1	2,353.84	1,645.74	1,645.74	0.00	
45010	11/22/2019	311	LAURA-JEAN BEAL	1	2,344.23	1,713.94	1,713.94	0.00	
45011	11/22/2019	292	TARA MCKERNAN	1	2,142.46	1,553.89	1,553.89	0.00	
45012	11/22/2019	335	CYNTHIA A. LAMBERT	1	1,089.73	891.57	891.57	0.00	
45013	11/22/2019	238	WENDELL L. OPPEWALL	1	1,337.88	765.66	765.66	0.00	
45014	11/22/2019	52	WANDA J. FERNALD	1	2,392.30	1,546.54	1,546.54	0.00	
45015	11/22/2019	248	ROBERT P. CHAPLIN	1	720.00	627.16	627.16	0.00	
45016	11/22/2019	11	KELLY S. BEAULIEU	1	2,469.23	1,619.33	1,619.33	0.00	
45017	11/22/2019	314	ANDREW J. CARLSON	1	3,279.07	2,230.99	2,230.99	0.00	
45018	11/22/2019	337	AMBER G. CHARRON	1	2,015.57	1,396.51	1,396.51	0.00	
45019	11/22/2019	461	JANET NORDELUS	1	1,762.15	1,212.59	1,212.59	0.00	
45020	11/22/2019	240	JEANNE C. OTT	1	2,623.07	1,817.57	1,817.57	0.00	
45021	11/22/2019	479	JAMIE K. BRACY	1	1,174.52	823.56	823.56	0.00	
45022	11/22/2019	21	LARRY A. COLE	1	1,503.45	675.71	675.71	0.00	
45023	11/22/2019	481	ELIZABETH FARRELL	1	934.85	701.61	701.61	0.00	
45024	11/22/2019	92	ABIGAIL A. HARMON	1	1,285.70	940.11	940.11	0.00	
45025	11/22/2019	244	KRISTIN D. HOLLEY	1	1,183.14	859.36	859.36	0.00	
45026	11/22/2019	313	ANDREA W. HOWELL	1	1,345.92	1,113.67	1,113.67	0.00	
45027	11/22/2019	312	BETHANY G. JOHNSON	1	1,389.75	991.65	991.65	0.00	
45028	11/22/2019	291	PATRICIA A. KELLEY	1	1,454.60	1,052.64	1,052.64	0.00	
45029	11/22/2019	321	MAX E. MASON	1	1,200.15	961.74	961.74	0.00	
45030	11/22/2019	307	LAUREN M. WHITE	1	996.52	700.98	700.98	0.00	
45031	11/22/2019	469	TIFFANY C. YARBROUGH	1	1,088.64	919.42	919.42	0.00	
45032	11/22/2019	193	HARVEY BRUCE NORWOOD	1	1,148.86	792.41	792.41	0.00	
45033	11/22/2019	301	Terry P. Paulos	1	1,205.00	835.63	835.63	0.00	

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 13785

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void	
45034	11/22/2019	463	RENE L. BECKER	1	1,522.40	1,135.75	1,135.75	0.00		
45035	11/22/2019	57	JASON W. FOUNTAINE	1	1,622.40	1,185.65	1,185.65	0.00		
45036	11/22/2019	74	LEON E. SARGENT	1	1,962.40	1,317.20	1,317.20	0.00		
45037	11/22/2019	476	BRUCE L. TRIPP	1	610.35	513.01	513.01	0.00		
45038	11/22/2019	18	JANICE P. CARROLL	1	1,399.45	1,024.19	1,024.19	0.00		
45039	11/22/2019	69	EMILY N. DAMON	1	1,802.40	1,299.16	1,299.16	0.00		
45040	11/22/2019	AFLAC	AFLAC		127.42	127.42	0.00	127.42		
45041	11/22/2019	BCBS	ANTHEM BC/BS		11,111.82	11,111.82	0.00	11,111.82		
45042	11/22/2019	HMD	HORACE MANN COMPANIES		65.66	65.66	0.00	65.66		
45043	11/22/2019	HM	HORACE MANN INSURANCE C		700.00	700.00	0.00	700.00		
45044	11/22/2019	MEA	MAINE EDUCATION ASSOCIA		1,197.00	1,197.00	0.00	1,197.00		
45045	11/22/2019	MSRS	MAINE PERS		20,006.02	20,006.02	0.00	20,006.02		
45046	11/22/2019	MET	METROPOLITAN LIFE INSUR		1,850.00	1,850.00	0.00	1,850.00		
45047	11/22/2019	DELTA DEN	NORTHEAST DELTA DENTAL		1,443.84	1,443.84	0.00	1,443.84		
45048	11/22/2019	PRIM	PRIMERICA FINANCIAL SVCS.		370.00	370.00	0.00	370.00		
45049	11/22/2019	FEDHEALTH	TREASURER, STATE OF MAIN		261.78	261.78	0.00	261.78		
					157,972.51	128,430.65	69,118.47	42,134.41		

Check Authorization Summary			
Type	Description	Count	Amount
Employee	Checks	7	5,000.87
	Voided Checks	0	0.00
	Direct Deposits (Fully Distributed)	51	69,118.47
	ACH Employee Credits	51	69,118.47
	ACH Employee Debits (Voids)	0	0.00
Deduction	Checks	10	37,133.54
	Voided Checks	0	0.00
	ACH Vendor Credits	0	0.00
	ACH Vendor Debits (Voids)	0	0.00
Taxes	EFTPS Payment - Debit	2	17,177.77

Mount Desert School Department PAYROLL WARRANT REGISTER

Report # 13785

Check #	Check Date	Code	Name	Chk Grp	Gross Pay	Net Pay	Direct Deposit	Check Amt	Void
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WARRANT # 11

DATE: 10/20/10

Max Edward Gurnea, Ed.D.

SUPERINTENDENT

FINANCE OFFICER

FINANCE OFFICER

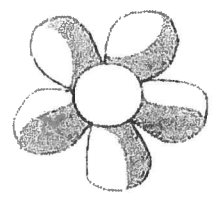
FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER

FINANCE OFFICER



128430.65 net pay
45064.34 payroll A/P
173494.99

Mount Desert School Department Check Register

Report # 13789

Batch: 7062
Check Edit #: N/A
Sort By: Vendor Name
Include DTF Info: No

Batch #	Control Total	Status	Created By	Date Created	Last Updated By	Date Last Updated		
7062	45,064.34	Posted	Bria	11/20/2019	Bria	11/20/2019		
Vendor Code / Name								
Check Edit #			Check Number		Check Type	Check Header Information		
			Check Date		Status			
1200	ANTHEM BC & BS		19082	11/22/2019	Payable Payment			
	10100				Posted			
	Payable #	Reference	Invoice #	Invoice Date	Amount	Discount	Payment	
	15247	ANTHEM BC & BS-NOV19 BCBS MDE	NOV19 BCBS M	11/22/2019	43,572.50	0.00	43,572.50	
					Check Totals:	43,572.50	0.00	43,572.50
6000	MAINE PERS		19083	11/22/2019	Payable Payment	MAINE PERS		
	10096				Posted	PO BOX 349		
						AUGUSTA ME 043320349		
	Payable #	Reference	Invoice #	Invoice Date	Amount	Discount	Payment	
	15244	MAINE PERS-GLI PLD MDES OCT19	GLI PLD MDE	11/22/2019	57.14	0.00	57.14	
					Check Totals:	57.14	0.00	57.14
6000	MAINE PERS		19084	11/22/2019	Payable Payment	MAINE PERS		
	10097				Posted	PO BOX 349		
						AUGUSTA ME 043320349		
	Payable #	Reference	Invoice #	Invoice Date	Amount	Discount	Payment	
	15246	MAINE PERS-PLD RET MDES NOV19	PLD RET MDE	11/22/2019	810.08	0.00	810.08	
					Check Totals:	810.08	0.00	810.08
6000	MAINE PERS		19085	11/22/2019	Payable Payment	MAINE PERS		
	10098				Posted	PO BOX 349		
						AUGUSTA ME 043320349		
	Payable #	Reference	Invoice #	Invoice Date	Amount	Discount	Payment	
	15245	MAINE PERS-GLI TEACHER MDES O	GLI TEACHER	11/22/2019	208.74	0.00	208.74	
					Check Totals:	208.74	0.00	208.74
8642	TAYLOR, KERRY		19086	11/22/2019	Payable Payment	TAYLOR, KERRY		
	10099				Posted	92 BEECH HILL ROAD		
						MOUNT DESERT ME 04660		
	Payable #	Reference	Invoice #	Invoice Date	Amount	Discount	Payment	
	15248	TAYLOR, KERRY- CANCELED 9/1 IN T	REFUND INS O	11/22/2019	415.88	0.00	415.88	
					Check Totals:	415.88	0.00	415.88
Batch 7062 Totals:					45,064.34	0.00	45,064.34	

5 Checks Listed