



Town of Mount Desert
Board of Selectmen
Agenda

SPECIAL Meeting
Monday, March 29, 2021

Location: Zoom Meeting, see pg. 2 for connection details

I. Call to order at 4:00 p.m.

Public please hold comments until the BOS Chairman opens the agenda items for public comment

II. Minutes

- A. *Approval of minutes from March 8, 2021 meeting*
- B. *Approval of minutes from March 15, 2021 meeting*

III. Selectmen's Reports

IV. Unfinished Business

- A. *Act on LED purchase price*

V. Other Business

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

VI. Adjournment

The next regularly scheduled meeting is at 6:30 p.m., Monday, April 5, 2021 via Zoom Meeting.

The Town of Mount Desert is inviting you to a scheduled Zoom meeting. You can call in through any of the listed phone numbers or connect with a computer via the web link. You **will need to enter the meeting ID** to get access to the meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/248566175?pwd=RmozZjBOVWhUTQrRXR5QzFEZEEyQT09>

Meeting ID: 248 566 175

Password: 919872

One tap mobile

+13126266799,,248566175#,,,0#,,919872# US (Chicago)
+16468769923,,248566175#,,,0#,,919872# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)
+1 646 876 9923 US (New York)
+1 301 715 8592 US (Germantown)
+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)

Meeting ID: 248 566 175

Password: 919872

Zoom security now requires a password on all zoom meetings, so the recurring BOS meeting now has a password.

Board of Selectmen

Managers Memo

Location: Remote Meeting Via Zoom

Date: March 29, 2021

Time: 4:00 P.M.

Agenda details:

I. MINUTES

- a. Approval of minutes from March 8, 2021 Meeting
- b. Approval of minutes from March 15, 2021 Meeting

II. UNFINISHED BUSINESS

- a. **Recommendation to participate in the Efficiency Maine Rebate program to replace current fixtures with LED fixtures at the police department, and highway garage truck bays.**

Refer to the memo from Public Works Director Tony Smith to Town Manager Durlin Lunt dated March 25, 2021. These locations are eligible for Efficiency Maine Rebates in the amount of \$9,043. Payment for the work is on an upfront basis and the rebate is applied for upon completion of the project. Four Efficiency Maine certified local contractors were contacted, and one responded.

Possible Motions for this Recommendation

1. Vote to participate in the current round of the Efficiency Maine rebate program to replace current fixtures with LED fixtures at the police department and truck bays at the highway garage and accept rebates on behalf of the Town.
2. Accept \$9,043 in rebates from Efficiency Maine in support of police and truck bay projects.
3. To use up to \$20,500 to pay up-front costs for the police department lighting upgrades from the Town Office Building reserve account # 4050100 leaving an approximate balance of \$106,068.
4. To use up to \$28,100 from Highway department appropriations line 1550100-55400' General Repairs and Maintenance to pay for the truck bay lighting upgrades.
5. Award the project to MCM Electric at a not-to-exceed project up front cost of \$48,600.

MINUTES

**Town of Mount Desert
Selectboard Meeting Minutes
Monday, March 8, 2021
Location: Zoom Meeting**

This Meeting was held via remote access.

Selectboard Members Present: Chair John Macauley, Geoff Wood, Martha Dudman, Matt Hart, Wendy Littlefield

Town Officials Present: Town Manager Durlin Lunt, Tax Assessor Kyle Avila, Treasurer Kathy Mahar, Fire Chief Mike Bender, Ambulance Services Director Basil Mahaney, Police Chief Jim Willis, Town Clerk Claire Woolfolk, CEO Kimberly Keene

Members of the public were also in attendance.

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

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

II. Public Hearing(s)

A. May 4 & 5, 2021 Annual Town Meeting Proposed Warrant Articles for Appropriation of Funds, Ordinance Amendments, and Ordinances

Chair Macauley opened the Public Hearing and asked for comment.

There were no comments.

MOTION: Mr. Hart moved, with Ms. Littlefield seconding, to close the Public Hearing. Motion approved 5-0.

It was pointed out that the public notice for the Public Hearing, due to the amount of notice required, was likely posted at the original 4pm time. The change in time was posted on the Town's website and subsequent postings.

III. Minutes

A. Approval of minutes from February 16, 2021 meeting

MOTION: Mr. Hart moved, with Ms. Littlefield seconding, approval of the February 16, 2021 Meeting as presented.

Motion approved 5-0.

B. Approval of minutes from February 22, 2021 meeting

MOTION: Mr. Hart moved, with Ms. Littlefield seconding, approval of the February 22, 2021 Meeting as presented.

Motion approved 5-0.

C. Approval of minutes from March 1, 2021 meeting

1 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, approval of the March 1,
2 2021 Minutes as presented
3 Motion approved 5-0.
4

5 **IV. Appointments/Recognitions/Resignations**

6 None presented.
7

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

10 None presented.
11

12 **VI. Unfinished Business**

13 *A. Report on Meeting with Ambulance Service*

14 Town Manager Lunt referred to the report sent to the SelectBoard. He felt it was
15 apparent from the meeting discussion that the Town wants to have good Ambulance
16 Service coverage and a full-time ambulance presence in Somesville.
17

18 The Board voiced appreciation over the effort put into the information gathered on the
19 issue and the review of the different options.
20

21 Chief Bender noted the report is intended to inform the Board of the significant changes
22 being considered. These changes may result in a reduction of the cost proposed for the
23 Northeast Harbor fire station project. If the Northeast Harbor project is approved by the
24 Town it will begin prior to work in Somesville. Improvements to the Somesville fire
25 station come with challenges, specifically the lack of potable water in the building. The
26 building will have to be studied to determine the feasibility of renovating it to
27 accommodate 24/7 crews.
28

29 If the Town commits to Somesville renovations, then the Town cannot complete the
30 Northeast Harbor portion and forego the Somesville portion. The projects will be tied
31 together and dependent on each other. The upcoming incorporation of the Ambulance
32 Service into the Town's Public Safety Department has changed the situation. The Town
33 is now facing the need for 24/7 coverage provided by two firefighters and by two EMS
34 personnel. In light of this it makes sense to split the personnel and provide another site
35 with 24/7 coverage instead of housing four personnel out of Northeast Harbor.
36

37 Mr. Wood understood the phases, but he wondered how best to present to taxpayers the
38 fact that the Somesville project will cease to become an option to consider if the Town
39 commits to this route. Funding for two buildings is not being requested, but this option
40 will make the second building a necessity. What happens if the Town rejects the second
41 phase of the project? Chief Bender agreed it was a possibility. If it happens, the Town
42 will have to reconsider the issue and what steps can be taken. The Northeast Harbor
43 building plans, if approved, can house four personnel. It will likely be used during the
44 gap between the new Northeast Harbor station and the Somesville Station upgrades.
45

46 Manager Lunt noted that taxpayers will be voting on just an engineering study for the
47 Northeast Harbor fire station at Town Meeting. It could be fully explained there. The

1 Somesville addition did not present itself until after the deadlines and cannot be added to
2 the Warrant at this point. What can be emphasized at Town Meeting is that this two-
3 building project is the direction the Town should move in. If not, the Town will come up
4 with another plan. Manager Lunt liked to think that if the project were presented well
5 there would be support for it.
6

7 Chief Bender reported that maps GPS'ing all the fire and ambulance calls in the Town
8 have been created. A majority of the Fire Department calls occur in the Town of
9 Northeast Harbor. There are significant calls in the Somesville/Pretty Marsh area as well.
10 Manager Lunt felt it made a compelling case for having a presence in the Somesville
11 area. Assessor Avila shared the map for the Board. Police Chief Willis cautioned that
12 this was raw data and required further refinement.
13

14 Ms. Dudman felt the revised plan made sense. Mount Desert is a large Town. When an
15 ambulance is called, the extra distance coming from Northeast Harbor can make a big
16 difference – a matter of life and death in some cases. Having a functioning outpost is a
17 good idea. She asked if a timeline for the Somesville work has been determined.
18

19 Chief Bender noted there may be a possible funding source for the Somesville
20 engineering study. If so, the study can be done this year rather than waiting for next
21 year's budget. This year's Fire Department Reserve Funds have been spent on other
22 engineering studies. Turn-around time for an engineering study is approximately a
23 month or two and concept drawings and a floor plan can be brought to the Selectboard
24 and cost estimates can be created. If the project can be pulled together, the Board may
25 want to consider a special Town Meeting toward the end of the year.
26

27 Ambulance Service Director Mahaney felt the hope is to catch the Somesville portion of
28 the project up to the Northeast Harbor project. There's no way to know what will be
29 required to improve the building to the level required. This will affect the timing.
30

31 Ms. Dudman wondered if both buildings could be on next year's warrant. She felt it best
32 to present the work on both buildings as a single project. Director Mahaney agreed.
33 Approving the funding for the buildings as one project should be the goal.
34

35 Chief Bender did not know whether it could be done without a special Town Meeting.
36 He estimated approximately \$200,000.00 in engineering costs for the Somesville station.
37 Deadline for the Warrants is looming. Additionally, tax rates have already been set.
38 Treasurer Mahar noted a gift or bond could be accepted.
39

40 In summary, the Northeast Harbor engineering study would be left as it currently stands,
41 a cost for the Somesville engineering study would be estimated and a special Town
42 Meeting to discuss engineering study funding could be considered for Somesville.
43 Money for construction costs for both facilities could possibly be requested at the 2022
44 Town Meeting.
45

1 Discussion regarding the possibility of a Special Town Meeting was discussed. Manager
2 Lunt felt that when building the facilities a Special Town Meeting may not be the right
3 approach, due to the lower number of attendees.
4

5 *B. Review and Final Votes on Warrant Articles for May 3 and 4, 2021 Annual Town*
6 *Meeting, including Third Party Requests*
7

8 Articles to be voted on include:
9

10 **To see if non-voters shall be allowed, when recognized, to speak during the 2021**
11 **Annual Town Meeting.**

12 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, recommendation for
13 passage an Article to see if non-voters shall be allowed, when recognized, to speak during
14 the 2021 Annual Town Meeting, as presented.

15 VOTE:

16 Martha Dudman: Aye

17 Wendy Littlefield: Aye

18 Geoff Wood: Aye

19 Matt Hart: Aye

20 Chair John Macauley: Aye

21 Motion approved 5-0.
22

23 **To see if the Inhabitants of the Town of Mount Desert will vote to authorize the**
24 **Board of Selectmen to accept and expend on behalf of the Town additional state,**
25 **federal and other funds (including unconditional gifts of money) received during the**
26 **fiscal year 2020-2021 for Town purposes, provided that such additional funds do not**
27 **require expenditure of local funds not previously appropriated.**

28 MOTION: Mr. Wood moved, with Ms. Dudman seconding, recommendation for passage
29 an Article to see if the Inhabitants of the Town of Mount Desert will vote to authorize the
30 Board of Selectmen to accept and expend on behalf of the Town additional state, federal
31 and other funds (including unconditional gifts of money) received during the fiscal year
32 2020-2021 for Town purposes, provided that such additional funds do not require
33 expenditure of local funds not previously appropriated, as presented.

34 VOTE:

35 Geoff Wood: Aye

36 Martha Dudman: Aye

37 Wendy Littlefield: Aye

38 Matt Hart: Aye

39 Chair John Macauley: Aye

40 Motion approved 5-0.
41

42 Treasurer Mahar noted this Article, if approved, would allow the Board to accept a gift of
43 engineering fees for the Somesville Fire Department without requiring a Special Town
44 Meeting.
45

1 **To see what sum the Inhabitants of the Town of Mount Desert will vote to raise and**
2 **appropriate for Department 851 Libraries, Village Improvement Societies,**
3 **Recreation, and Public/Social Service Agencies for the 2021 – 2022 Town Budget.**
4

5 Manager Lunt noted the request amounts were listed. The amounts can be voted as
6 blocks, or individually.
7

8 Chair Macauley had no concerns with any of the amounts, other than the request from the
9 group that never showed up despite several dates offered them to present their request.
10

11 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, recommendation for
12 approval the 3rd party requests from Libraries in the amount of \$35,500.00, as presented.

13 VOTE:

14 Wendy Littlefield: Aye

15 Martha Dudman: Aye

16 Geoff Wood: Aye

17 Matt Hart: Aye

18 Chair John Macauley: Aye

19 Motion approved 5-0.
20

21 Mr. Wood reiterated his earlier concerns that adding groundskeeping costs at Seal Harbor
22 with Village Improvement Society costs is troubling. The costs there are very different
23 from the costs of the other Village Improvement Societies in Town. He hoped it would
24 be further reviewed.
25

26 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, recommendation for
27 approval the 3rd party requests for Village Improvement Societies for the amount of
28 \$78,315.00, as presented.

29 VOTE:

30 Martha Dudman: Aye

31 Wendy Littlefield: Aye

32 Geoff Wood: Aye

33 Matt Hart: Aye

34 Chair John Macauley: Aye

35 Motion approved 5-0.
36

37 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, recommendation for
38 approval the 3rd party requests for Recreation for the amount of \$90,000.00, as presented.

39 VOTE:

40 Martha Dudman: Aye

41 Wendy Littlefield: Aye

42 Geoff Wood: Aye

43 Matt Hart: Abstains

44 Chair John Macauley: Aye

45 Motion approved 4-0-1 (Hart in Abstention)
46

1 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, recommendation for
2 approval the 3rd party requests for Public/Social Service Agencies for the amount of
3 \$128,152.00, as presented.
4

5 Discussion ensued regarding removing the organization that did not attend the 3rd party
6 meeting to discuss their request. The Board concurred the request should be removed
7 from consideration. It was further noted that an organization reduced their requested
8 amount by \$180.00 due to a reduction in the services they were able to provide last year.
9 After some discussion, it was agreed to keep their request at the originally requested
10 amount. To reflect those changes the Motion was amended.
11

12 AMENDED MOTION: Ms. Littlefield moved, with Ms. Dudman seconding,
13 recommendation for approval the 3rd party requests for Public/Social Service Agencies
14 for the amount of \$128,032.00, as presented and amended.
15

16 VOTE:

17 Wendy Littlefield: Aye

18 Martha Dudman: Aye

19 Geoff Wood: Aye

20 Matt Hart: Aye

21 Chair John Macauley: Aye

22 Motion approved 5-0.

23 Manager Lunt noted that the previous year's 3rd party requests totaled \$301,087.00. The
24 increase comes from the Ambulance Service requesting \$10,000.00, and Pretty Marsh
25 Community Center requesting \$10,000.00, and some additional small requests.
26

27 **To see if the Inhabitants of the Town of Mount Desert will vote to increase the**
28 **property tax levy limit by \$0.00.**
29

30 Assessor Avila explained that what is being recommended in the budget, the good growth
31 in the tax base last year and the growth in the average income in Maine, based on a ten-
32 year rolling average, provides the Town with a buffer of approximately \$270,000.00 for
33 the LD limit. The Town will not need to pass an Article increasing the property tax levy
34 limit. Assessor Avila estimated that during his tenure the Town has voted an increase
35 approximately half the time.
36

37 MOTION: Ms. Dudman moved, with Mr. Wood seconding, recommendation of
38 approval of an Article to see if the Inhabitants of the Town of Mount Desert will vote to
39 increase the property tax levy limit by \$0.00, as presented.
40

41 VOTE:

42 Martha Dudman: Aye

43 Geoff Wood: Aye

44 Wendy Littlefield: Aye

45 Matt Hart: Aye

46 Chair John Macauley: Aye

Motion approved 5-0.

1
2 **Shall the inhabitants of the Town of Mount Desert adopt a Resolution to Endorse a**
3 **Declaration of a Climate Emergency and Emergency Mobilization Effort.**
4

5 Chair Macauley reminded the Board that they voted to include the Resolution on the
6 Warrant. Now a vote of whether or not the Board recommends passage is required.
7

8 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, recommendation of
9 passage of the Resolution to Endorse a Declaration of a Climate Emergency and
10 Emergency Mobilization Effort, as presented.
11

12 Mr. Hart stated he did not disagree with the intent of the Resolution. When originally
13 presented, he had concerns regarding the Resolution's language. In reading the
14 explanatory note it directs the Selectboard "to develop a plan to reduce the activities of
15 the Town government to zero carbon emissions by December 31, 2030". The actual
16 Resolution shows the directive is more expansive than just the Town government. Mr.
17 Hart did not feel the note was an accurate synopsis of what the Resolution is.
18

19 Additionally, language within the document in Items A, B, and C refers to doing "as
20 much as possible". The term covers a wide variety of action that could be taken. Not
21 every possible choice is a practical choice.
22

23 Mr. Hart's main concern is that those reading the explanatory note might assume the
24 Resolution applies only to Town government items like Town vehicles. The Resolution
25 covers far more.
26

27 Ms. Dudman suggested the explanatory note be stricken from the Resolution. Voters
28 would then be reading the Resolution instead of relying on a synopsis. The document
29 was a hard one to boil down into a relatively short explanation.
30

31 Mr. Hart noted additional concerns. He referred to Item C. which states the government
32 "will ensure a fair and reasonable transition for all residents". The statement seems
33 somewhat concerning. Additionally, there are sections stating the Selectboard will come
34 up with a plan, and in other sections stating the Sustainability Committee and
35 stakeholders will come up with the plan. The Resolution states someone will "develop
36 proposals to be submitted to the Board of Selectmen for implementation and integration
37 into the Town of Mount Desert Comprehensive Plan." The Selectboard does not create
38 the Comprehensive Plan. There is a Comprehensive Plan Committee for such work. The
39 wording could suggest that the Selectboard will be amending or adding to the
40 Comprehensive Plan, however the Board does not have the legal authority to do such a
41 thing. Mr. Hart realized other communities were using language like this. He felt the
42 Resolution could be improved on.
43

44 Manager Lunt noted a Comprehensive Plan Group will have to be brought together to
45 amend the Plan. There is a Comprehensive Plan Committee. Mr. Wood noted the

1 committee exists at the behest of the Selectboard. Committees operate as an arm of the
2 Selectboard.

3
4 Mr. Hart felt getting the community and the stakeholders involved in the discussion is
5 important. This document does not seem to focus on accomplishing things. Mr. Hart felt
6 it was important to empower the Sustainability Committee to continue and even expand
7 their work. Mr. Hart would not be comfortable supporting passage of the Resolution.

8
9 Mr. Wood disagreed. He did not feel there was any amount that could be deemed too
10 much in light of the climate crisis. There's more that can be done than the Town is
11 currently doing, and the Town should commit to doing more.

12
13 Chair Macauley felt the document was fairly loose. There's nothing particularly binding
14 in it.

15
16 Sustainability Committee Chair Phil Lichtenstein noted that Mr. Hart's concerns are
17 valid. The Resolution was created as a goal. The climate is at a critical point and more
18 must be done. A Resolution like this is designed to encourage all the Town Departments
19 to do as much as possible. Mr. Lichtenstein believes a Climate Action Plan will be
20 developed. The message of the Resolution is that more should be done.

21
22 Ms. Dudman agreed with Chair Macauley; the Resolution is a loosely worded
23 declaration. It's a way for the Town to state that it recognizes the issue is a concern and
24 something the Town should be mindful of when making decisions across the spectrum of
25 operation. Ms. Dudman supports the Resolution because she supports the Resolution's
26 intent to make the Town aware.

27
28 Mr. Hart agreed with Ms. Dudman's sentiments. However, he felt a better-crafted
29 document would offer better support.

30
31 Mr. Lichtenstein clarified that the Sustainability Committee did not write the Resolution.
32 The Resolution was written by youth on MDI. He hoped the Resolution would convey to
33 the Town that there is a problem that the Town needs to address.

34
35 The students that drafted the Resolution have been invited to the Town Meeting.

36
37 There was no further discussion.

38
39 VOTE:

40 Martha Dudman: Aye

41 Wendy Littlefield: Aye

42 Geoff Wood: Aye

43 Matt Hart: Nay

44 Chair John Macauley: Aye

45 Motion approved 4-1 (Hart opposed)

46

1 **LUZO Amendments:**

2 CEO Keene confirmed the LUZO Amendments proposed were presented and explained
3 by Musson Group representative Noel Musson at a previous meeting.

4
5 Mr. Hart asked about the lighting ordinance proposed. He asked how such an Ordinance
6 would be enforced, particularly when a complaint is lodged with the Town.

7
8 CEO Keene explained that specifics such as wattage and lumens are included in the
9 Ordinance. If a complaint is received, she'll have to go to the site. Enforcement
10 standards in the proposed Ordinance are no different from enforcement standards
11 currently in the LUZO. CEO Keene felt it might take time to figure out some details, and
12 the Ordinance can always be revised as it becomes necessary. She noted that since a
13 lighting ordinance was adopted into the LUZO she's never received a complaint. Chair
14 Macauley added that nothing is enforceable until it's written down.

15
16 Mr. Lichtenstein clarified that the primary intent is to provide guidance to residents as
17 they contemplate new construction. The Best Practices included are the best anyone can
18 do. The question of enforcement is the point at which it may become a legal question.
19 The intent was to update the standards to the level of current technology. It is not
20 designed to address complaints.

21
22 Mr. Hart inquired about the section that includes rules for holiday lighting. CEO Keene
23 reported that reference to holiday lighting has been removed over concerns. Mr. Hart
24 voiced concern over those holiday lights that exceed code for temperatures. He worried
25 rules were being created with no intention of enforcing them.

26
27 Manager Lunt noted the LUZO Amendments were recommended for passage by the
28 Planning Board. The Warrant Committee will now hear them. There is no action
29 required of the Selectboard.

30
31 **VII. New Business**

32 *A. Steamboat Wharf Utility Location Permit*

33 Engineer Greg Johnston reported that part of the Road Utility Right of Way Ordinance
34 requires that when a utility is run parallel to the road a Utility Location Permit is
35 required. Mr. Johnston is representing Ringing Point LLC and the Water District to
36 extend the year-round water main approximately 1000 feet north on Steamboat Wharf
37 Road, the purpose being to provide year-round water to the Ringing Point property. On
38 the route, a hydrant will be installed for flushing. The project is shared with the Water
39 District. Services will be attached to the year-round line. The line will be transferred to
40 the Water District for ownership and maintenance. The purpose is for year-round water
41 to that area and for fire protection.

42
43 Chair Macauley inquired whether adding a sewer line was considered. Mr. Johnston said
44 there is a gravity sewer line running parallel to where the water line is proposed. It starts
45 just north of the pump station near the library. There are 13 existing water caps on the
46 route. Some may be multiple caps for the same residence. The Water District will be

1 responsible for hooking up existing customers who would like a year-round connection.
2 The cost will be borne by the private owners.

3
4 CEO Keene informed the Board they must approve a utility location permit of this type.

5
6 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval of the
7 Steamboat Wharf Utility Location Permit, as presented.

8 VOTE:

9 Martha Dudman: Aye

10 Wendy Littlefield: Aye

11 Geoff Wood: Aye

12 Matt Hart: Aye

13 Chair John Macauley: Aye

14 Motion approved 5-0.

15
16 **VIII. Other Business**

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

18 Mr. Hart inquired if the Selectboard Members were invited to attend the Warrant
19 Committee meeting. Mr. Lichtenstein affirmed that SelectBoard members, all Department
20 Heads, and School Board members are invited to attend Warrant Committee Meetings.

21
22 **IX. Adjournment**

23 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, adjournment.

24 Motion approved 5-0.

25
26 The Meeting adjourned at 7:44PM.

27
28 Respectfully Submitted,

29
30
31
32 Wendy Littlefield

**Town of Mount Desert
Selectboard Meeting Minutes
Monday, March 15, 2021
Location: Zoom Meeting**

This Meeting was held via remote access.

Selectboard Members Present: Chair John Macauley, Geoff Wood, Wendy Littlefield, Matt Hart, Martha Dudman

Town Officials Present: Assessor Kyle Avila, Fire Chief Mike Bender, Town Manager Durlin Lunt, Town Clerk Claire Woolfolk, Treasurer Kathy Mahar

Members of the public were also in attendance.

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

Chair Macauley called the Meeting to order at 6:32PM.

II. Minutes

None Presented

III. Appointments/Recognitions/Resignations

A. Appointment of Kathryn Mahar as Part Time Treasurer at a rate of \$40.00 per hour effective April 1, 2021

Manager Lunt reported that Treasurer Mahar's last official day is March 26, 2021. Interviews will be occurring, but there will be a period of time between Treasurer Mahar's last day and the date her replacement begins work. The Town will need some treasurer capacity during that time. Treasurer Mahar as agreed to work up to 24 hours per week as necessary until her replacement is hired, and then will work up to 16 hours per week as necessary to assist the new person to acclimate and train.

MOTION: Ms. Littlefield moved, with Mr. Hart seconding, appointment of Kathryn Mahar as Part Time Treasurer at a rate of \$40.00 per hour effective April 1, 2021, as presented.

VOTE:

Wendy Littlefield: Aye

Martha Dudman: Aye

Geoff Wood: Aye

Matt Hart: Aye

Chair John Macauley: Aye

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. Thank you note to waste management from resident Lelania Avila

B. Hancock County Commissioners Special Meeting Minutes of February 16, 2021

1 C. *Letter from Maine Department of Marine Resources regarding a shoreline survey in*
2 *Mount Desert for the 2021 season in March*

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

6
7 **V. Selectmen's Reports**

8 None Presented.

9
10 **VI. Unfinished Business**

11 A. *Update of Personnel Policy in Conformance with The Earned Paid Leave Law,*
12 *effective January 1, 2021*

13 Manager Lunt referred to his memo, as well as a markup of how the Personnel Policy
14 would change. This will bring the Town into conformance with the law. The changes
15 restructure paid leave into the designated Earned Paid Leave. It affects the accrual rate of
16 vacation hours, how it can be used, and how much can carry over.

17
18 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, approval of the update
19 of Personnel Policy in Conformance with The Earned Paid Leave Law, effective January
20 1, 2021, as presented.
21 Motion approved 5-0.

22
23 **VII. New Business**

24 A. *Discussion concerning holding a Community Forum to discuss the Warrant Article to*
25 *fund an Engineering Study for the proposed Fire Department addition to the Town*
26 *Office.*

27 Manager Lunt is hoping to get some tentative dates for the forum from both Bill Ferm
28 and the SelectBoard.

29
30 Ms. Dudman recommended the last week in April. It would be just before Town
31 Meeting, so the discussion would be fresh in people's minds.

32
33 6:00PM was discussed as a possible meeting time. Mr. Hart suggested creating an
34 agenda, perhaps with a goal to keep the forum to an hour in length. The 26th, 27th, or 28th
35 of April were suggested. Manager Lunt agreed to reach out to Bill Ferm with the 27th as
36 the forum date, and the 26th and 28th as alternatives.

37
38 Ms. Littlefield wondered if there were a way to allow community members to submit
39 questions prior to the forum, in order for Chief Bender to be aware of and address all
40 concerns that might be expressed. Manager Lunt noted that people could submit
41 questions on the website and perhaps Chief Bender could compile them.

42
43 Resident John Adams inquired why the Town felt a forum was necessary.

44
45 Manager Lunt explained that there'd been significant discussion regarding the pros and
46 cons of the project. It would be of benefit to residents to hear those pros and cons prior to

1 the Town Meeting. Mr. Hart added that this type of meeting venue might be more
2 comfortable to some people than presenting their questions on the floor of Town
3 Meeting.
4

5 Mr. Adams asked if this meant that all questions must wait till the end of April. Mr. Hart
6 felt questions could be asked at any time. The forum creates an occasion where all
7 questions can be answered. Ms. Littlefield noted that the website will allow questions to
8 be asked ahead of the forum. This will allow Chief Bender to compile the answers and
9 gauge support for the project.
10

11 Mr. Adams asserted the Town has committed to building a multi-million dollar building,
12 per Article 24 of the Warrant. Manager Lunt explained the dollar amount was an up-to
13 estimation and not a contracted amount.
14

15 Mr. Adams opined that the two buildings should be one project and not two. Further
16 study is required. The number of people served and where the fire and ambulance calls
17 occur must be determined, and projections of the future needs must be assessed. The
18 Town has not clearly ascertained the need. A fourth bay in Northeast Harbor is
19 unnecessary. A unified approach to both stations is needed. There is risk that the entire
20 project will be rejected as it stands. Mr. Adams stated a more common-sense approach
21 was needed and there was no rush for time. The time must be taken to do the project
22 right.
23

24 Resident Katrina Carter asked if the community forum sets precedent on special meetings
25 providing additional information on special warrant articles. Generally, the Town
26 expects residents to look into items such as this for themselves.
27

28 Mr. Hart felt the idea of a forum stems from the long process and discussions held so far.
29 There have been a number of questions and a community forum provides people with an
30 extra opportunity to ask those questions. Ms. Littlefield felt timing plays a part as well.
31 Chief Bender has expressed his concerns regarding waiting too long, and there are
32 deadlines to the Warrant Articles that must be met. The shift of the project to include
33 Somesville and the inclusion of the Ambulance Service into the Town's Public Safety
34 Department have resulted in the solution being a moving target.
35

36 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, to hold the Community
37 Forum the last week in April to discuss the Warrant Article to fund an Engineering Study
38 for the proposed Fire Department addition to the Town Office.
39 Motion approved 5-0.
40

41 Mr. Hart requested that starting in the beginning of April the Town publicize the fact that
42 there's a way to submit questions prior to the forum.
43

44 **VIII. Other Business**

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

1 Manager Lunt requested the Spring Cleanup be restored to its traditional time of the last
2 week in April. The time was moved to June last year due to Covid.

3
4 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, to restore the 2021
5 traditional Spring Cleanup time to its original last week in April.

6 Motion approved 5-0.
7
8

9 Manager Lunt reported that MMA has released information on the American Rescue Plan
10 Act. It notes the Town of Mount Desert can expect to receive \$210,000.00. Manager
11 Lunt read an excerpt of the MMA information to further explain the plan. The issue will
12 likely come before the Board as more information becomes available.
13
14

15 Mr. Hart reported that Deputy Clerk Jennifer Buchanan asked him to write an
16 announcement for the Town Meeting, noting it would be a drive-in meeting. He inquired
17 whether a start time has been set. Manager Lunt noted it would be the traditional time of
18 6:00PM, unless the Board chose to change it. Mr. Hart suggested including language to
19 the effect that in case of inclement weather, check the Town's website for possible date
20 changes.
21

22 **IX. Treasurer's Warrants**

23 *A. Approve & Sign Treasurer's Warrant AP2152 in the amount of \$467,042.96*

24 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, approval of signed
25 Treasurer's Warrant AP2152 in the amount of \$467,042.96, as presented.

26 VOTE:

27 Wendy Littlefield: Aye

28 Geoff Wood: Aye

29 Matt Hart: Aye

30 Martha Dudman: Aye

31 Chair John Macauley: Aye

32 Motion approved 5-0.
33

34 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2150,*
35 *AP2151, and PR2121 in the amounts of \$2,248.68, \$6,397.00, and \$105,456.61,*
36 *respectively*

37 MOTION: Ms. Dudman moved, with Mr. Wood seconding, approval of signed
38 Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2150, AP2151, and PR2121 in
39 the amounts of \$2,248.68, \$6,397.00, and \$105,456.61, respectively, as presented.

40 VOTE:

41 Martha Dudman: Aye

42 Geoff Wood: Aye

43 Wendy Littlefield: Abstains

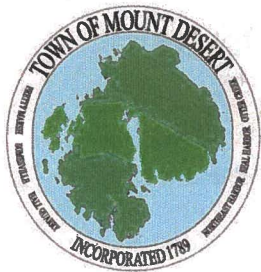
44 Matt Hart: Aye

45 Chair John Macauley: Aye

46 Motion approved 4-0-1 (Littlefield in Abstention)

1
2 C. *Acknowledge Treasurer's School Board AP/Payroll Warrants #10 and #19 in the*
3 *amounts of \$41,669.98 and \$90,632.50, respectively*
4 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, acknowledgement of
5 Treasurer's School Board AP/Payroll Warrants #10 and #19 in the amounts of
6 \$41,669.98 and \$90,632.50, respectively, as presented.
7 VOTE:
8 Wendy Littlefield: Aye
9 Geoff Wood: Aye
10 Martha Dudman: Aye
11 Matt Hart: Aye
12 Chair John Macauley: Aye
13 Motion approved 5-0
14
15 **X. Adjournment**
16 MOTION: Ms. Littlefield moved, with Mr. Wood seconding adjournment.
17 Motion approved 5-0.
18
19 The Meeting adjourned at 6:54PM.
20
21 Respectfully Submitted,
22
23
24
25 Wendy Littlefield

UNFINISHED BUSINESS



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.mtidesert.org director@mtidesert.org

MEMO

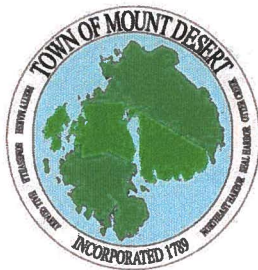
To: Durlin Lunt, Jr., Town Manager
From: Tony Smith, Public Works Dir.
Re: Efficiency Maine LED Light Rebate Program
Date: March 25, 2021

As we briefly discussed, we are in a position to participate in Efficiency Maine's current rebate program for replacing existing light fixtures with new LED fixtures. We are required to pay up-front costs for the work and apply for the rebate upon project completion. Working with Sustainability Committee Chair Phil Lichtenstein, estimates in proposal form were requested from four Efficiency Maine certified local electrical contractors to furnish and install new LED light fixtures in place of existing ones in two areas of the town office and two at the highway garage. We received one proposal, that being from MCM Electric.

The two areas in the town office that were considered were the administration area and the police department. At the highway garage, we looked at the truck bays separate from the office-plus space e.g., office, lunchroom, restrooms, etc. Neither the administration area at the town office nor the highway garage office-plus-space qualify for rebates. The police department up-front costs are \$17,998 reduced by the rebate of \$2,338 to \$15,660. The truck bays up-front costs are \$24,598 reduced by the rebate of \$6,705 to \$17,893. The total project up-front costs for these two areas total \$42,596 reduced to \$33,553 after receipt of the \$9,043 in rebates from Efficiency Maine.

Based on the information presented above, I recommend the following, and request authorization to proceed with same:

- the Selectboard vote to participate in this round of the Efficiency Maine rebate program for replacing our current light fixtures with new LED fixtures at the police department and the highway garage truck bays, including accepting the rebates on behalf of the Town and,
- to use \$17,998 plus contingency funds of \$2,500 totaling \$20,498 rounded to \$20,500 to pay up-front costs for the police departments lighting upgrades from the Town Office Building Reserve account number 4050100-24570 with an approximate balance of \$106,068 in it and,
- to use \$24,598 plus contingency funds of \$3,500 totaling \$28,098 rounded to \$28,100 from the Highway Division's appropriations line 1550100-55400 "General Repairs & Maintenance" to pay for the truck bay lighting upgrades and,



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- to award the work to MCM Electric at a total not-to-exceed project up-front cost of \$48,600, which includes the cost of labor, materials and contingency funding as described above before receipt of the rebates. The total project cost after receipt of the rebates, including contingency funding, is \$39,557. The project costs might be less than the \$39,557 depending on how much contingency funding is needed.

Thank you.

- C. Claire Woolfolk, Town Clerk
Kathi Mahar, Treasurer
Phil Lichtenstein, Chair, Sustainability Committee
Jim Willis, Police Chief
Ben Jacobs, Hwy. Supt.