

**Town of Mount Desert**  
**SelectBoard Meeting Minutes**  
Monday, October 5, 2020  
Location: Zoom Meeting

This Meeting was held via remote access.

SelectBoard Members Present:

Chair John Macauley, Martha Dudman, Matt Hart, Wendy Littlefield, Geoff Wood

Public Officials Present:

Town Manager Durlin Lunt, Public Works Director Tony Smith, Tax Assessor Kyle Avila,  
Town Clerk Claire Woolfolk, Ambulance Director Basil Mahaney, Fire Chief Mike Bender

Members of the public were also in attendance.

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

Chair Macauley called the Meeting to Order.

**II. Executive Session**

A. *Pursuant to 1 M.R.S. § 405(6)(C) for acquisition of real property or economic development and matters where premature general public knowledge would clearly place the Town at a substantial disadvantage*

MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, entering into Executive Session.

VOTE:

Martha Dudman: Aye

Wendy Littlefield: Aye

Geoff Wood: Aye

Chair John Macauley: Aye

Matt Hart: Aye

Motion approved 5-0.

The Board entered into Executive Session at 4:06 PM.

MOTION: Mr. Wood moved, with Ms. Littlefield seconding, leaving Executive Session.

VOTE:

Geoff Wood: Aye

Wendy Littlefield: Aye

Martha Dudman: Aye

Matt Hart: Aye

Chair John Macauley: Aye

Motion approved 5-0.

The Board left Executive Session at 4:17 PM.

1 **III. Minutes**

2 *A. Approval of minutes from September 21, 2020 meeting*

3 Town Clerk Claire Woolfolk noted there was a mistake in the September 21, 2020  
4 Minutes. The amount in the Account Balance discussed in Item IX.C was \$21,991.52  
5 and not \$15,000.00 as stated.  
6

7 MOTION: Ms. Dudman moved, with Mr. Wood seconding, approval of the Minutes of  
8 September 21, 2020, as amended.

9 VOTE:

10 Martha Dudman: Aye

11 Geoff Wood: Aye

12 Wendy Littlefield: Aye

13 Matt Hart: Aye

14 Chair John Macauley: Aye

15 Motion approved 5-0.  
16

17 **IV. Appointments/Recognitions/Resignations**

18 *A. Appointment of Joelle Nolan as Warden for the November 3, 2020 Presidential and*  
19 *General State Referendum Election*

20 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, appointment of Joelle Nolan  
21 as Warden for the November 3, 2020 Presidential and General State Referendum  
22 Election, with thanks.

23 VOTE:

24 Matt Hart: Aye

25 Wendy Littlefield: Aye

26 Martha Dudman: Aye

27 Geoff Wood: Aye

28 Chair John Macauley: Aye

29 Motion approved 5-0.  
30

31 *B. Town of Mount Desert awarded the Supreme Award by Maine Municipal Association*  
32 *for this year's Annual Report*

33 The Board offered their congratulations to staff members responsible for composing the  
34 Annual Report.  
35

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

40 *A. Thank you letters from Island Housing Trust, Mount Desert Nursing Association,*  
41 *WIC Nutrition Program for financial support*

42 *B. Update on sale of Coastal Resources of Maine*

43 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, approval of the Consent  
44 Agenda as presented.

45 VOTE:

46 Wendy Littlefield: Aye

1 Geoff Wood: Aye  
2 Martha Dudman: Aye  
3 Matt Hart: Aye  
4 Chair John Macauley: Aye  
5 Motion approved 5-0.  
6

7 **VI. Selectmen's Reports**

8 Mr. Hart reported a conversation with a business owner regarding people entering his  
9 place of business without wearing masks. The business owner asked whether signage  
10 could be put up to state that the Town is a mask-wearing community. He felt people  
11 from out of Town coming in might not adhere to Covid-prevention measures. Educating  
12 them as they enter town might help.  
13

14 Public Works Director Smith suggested that signs should be placed at all entries into  
15 Town.  
16

17 Mr. Hart wondered if the message could be stated on one of the Police trailers. It doesn't  
18 necessarily have to be permanent. Ms. Littlefield agreed. Town Manager Lunt agreed to  
19 follow up with Police Chief Willis.  
20

21 Resident Jim Bright noted the Somesville One Stop seems to have a number of customers  
22 who do not wear masks. They might be asked to enforce the rule. Manager Lunt agreed  
23 enforcement can be done.  
24

25 **VII. Unfinished Business**

26 None presented.  
27

28 **VIII. New Business**

29 *A. Letter dated 9/14/20 from Debbie S. D'Amboise regarding private cemeteries in*  
30 *Mount Desert*

31 Director Smith stated that the Town maintains public cemeteries. Ms. D'Amboise's letter  
32 addresses private cemeteries. Mr. Wood pointed out that per the regulations if a  
33 landowner is unwilling or unable to care for and maintain a private cemetery on their  
34 land, it is the responsibility of the Town.  
35

36 Chair Macauley suggested a letter be sent to those owning land upon which private  
37 cemeteries are located.  
38

39 Mr. Hart asked if there was an inventory of the small cemeteries. Mr. Wood suggested  
40 reaching out to the Historical Societies for help with assembling a list of the locations.  
41

42 Manager Lunt agreed to reach out to the historical societies to begin amassing a list of  
43 private cemeteries.  
44

45 Director Smith suggested putting a notice on the Town's website. Reaching out to Dick  
46 Broom might result in newspaper exposure.

1  
2 Ms. Littlefield requested Manager Lunt reach out to Ms. D'Amboise and also the  
3 historical societies to assess the situation and begin planning how to address and support  
4 the needs.

5  
6 *B. Fire Department's 10-Year Strategic Plan*

7 Fire Chief Mike Bender reported that the number of Mount Desert firefighters has been in  
8 decline for years. Additionally, several firefighters have been on the force for years.  
9 Chief Bender expects that within three to five years these firefighters will retire or  
10 otherwise age out, and staffing will become critical. There have been calls, particularly  
11 at night, that have gone unanswered by Mount Desert, due to volunteers being unable to  
12 respond, or living further away.

13  
14 In an effort to address the concern, Chief Bender developed a 10-year plan and a  
15 timeline. While it is not Chief Bender's intent to create a full-time fire department, on-  
16 call firefighters will continue to be necessary. The plan proposes having two firefighters  
17 on duty 24/7 within three or four years.

18  
19 If the plan is approved, appropriate housing will be necessary for 24/7 on-call  
20 firefighters. Chief Bender will present to the Board some concept plans and elevation  
21 drawings for a new station by the next meeting.

22  
23 Chief Bender has been discussing the situation with the Ambulance Service. It's the  
24 hope that Fire and Ambulance can help and support each other, particularly if the Fire  
25 Department has two firefighters on duty at all times.

26  
27 Chief Bender's plan includes a timeline for building a new fire station and hiring  
28 firefighters. He hopes to hire next year, with an additional two hires the following year,  
29 if building a fire station is approved.

30  
31 Mr. Hart reported he had received a call from an on-call firefighter voicing concern about  
32 the addition of firefighters and housing them. The firefighter suggested installing  
33 bunkbeds at a station, rather than building a brand-new station.

34  
35 Chief Bender noted such an option is possible. Using the community room in a fire  
36 station as housing takes the use from the community. Perhaps the Town would not feel  
37 this was a significant concern. Looking at a pie chart in the plan showing where most  
38 incidents occur, nearly 60% of the incidents involving the Fire Department occur in the  
39 Village of Northeast Harbor. The hope is to place firefighter resources as close to where  
40 the incidents occur as possible.

41  
42 Ambulance Service Director Basil Mahaney noted that there was staff at the Seal Harbor  
43 fire station at the beginning of the Covid-19 pandemic. The majority of the ambulance  
44 calls are to Northeast Harbor, followed by Somesville. Operating out of Seal Harbor  
45 resulted in making ambulance response time lengthier.

46

1 Mr. Wood pointed out that one chart reports 58% of the calls come from Northeast  
2 Harbor, yet another chart says activated fire alarms in Northeast Harbor are at 47%.  
3 Chief Bender noted a majority of those are monitored fire alarm systems, being  
4 monitored by an operator. They are not necessarily schools or facilities; many are private  
5 residences.

6  
7 Mr. Wood asked if there was a plan for recruiting new volunteer firefighters. Chief  
8 Bender agreed it could be difficult. Volunteer pay has been increased regularly -  
9 volunteers are currently receiving \$14.80 an hour. Volunteers get a two-hour minimum  
10 call-in pay. This is an incentive to get volunteers to respond to the calls. Volunteers are  
11 paid for training attendance, maintenance work, and things of that nature. Additionally,  
12 there is an incentive award each year, based on how many years they've been a volunteer.

13  
14 Chief Bender feels that money is no longer an incentive for volunteers anymore.  
15 Firefighting requires a large amount of training. The time involved can make  
16 volunteering a struggle. Housing in Town is a problem for those who might be interested  
17 in volunteering. Chief Bender pointed out that of the firefighter staff he has, ten belong  
18 to other fire departments. Several Mount Desert firefighters live outside of Mount  
19 Desert. Those interested in getting into firefighting, are often hoping to make it a full-  
20 time job. There have been times when firefighters that started with and received training  
21 from Mount Desert ended up taking full-time jobs elsewhere.

22  
23 Director Mahaney concurred with Chief Bender's assessment. Ambulance Service is  
24 seeing the same issues. There are simply not enough year-round residents to fill positions  
25 in both firefighting and ambulance service. This has been a catalyst for Fire and  
26 Ambulance to try to pool their resources and share the work.

27  
28 Ms. Dudman felt it was a good plan and includes a good amount of background  
29 information for the Board's consideration. She inquired about the issue of island-wide  
30 consolidation.

31  
32 Chief Bender reported that consolidation discussions are ongoing. He did not feel an  
33 island-wide Fire Department would happen within the next couple years. Even if island-  
34 wide consolidation occurs, fire stations strategically placed across the island will still be  
35 necessary. Two Towns do not seem to support consolidation.

36  
37 Chair Macauley felt that regardless of where the issue of consolidation was, it was clear  
38 the Town needed more personnel. He thanked Chief Bender for the plan.

39  
40 Public Works Director Smith noted that Ambulance and Fire personnel must be enticed  
41 to the Town of Mount Desert. He did not believe bunk beds in the fire stations would be  
42 an enticement.

43  
44 Ms. Littlefield wondered if there would be enough fire fighters in three to five years. She  
45 wondered if a small renovation to create living space now would be prudent. Hiring new  
46 firefighters would justify building a new station, but on-call firefighters will still require

1 space. Chief Bender noted that renovation of the Northeast Harbor station was looked at  
2 for feasibility. It became clear the facility would not last more than another 10 to 15  
3 years. Given that, Chief Bender did not feel investing in renovations at a building that  
4 wouldn't last beyond 10 or 15 years was a wise use of funds. To house firefighters in  
5 Northeast Harbor, bunkrooms, restrooms, and an elevator would be required.  
6

7 Director Mahaney supported Chief Bender's plan. While the Town has been able to  
8 depend on volunteers for both Fire and Ambulance, volunteerism is just not as  
9 dependable as it once was. The Ambulance Service is currently crafting a five- to ten-  
10 year plan, to study the trajectory of the Service. He lauded Chief Bender's efforts at  
11 creating a plan for a new station that would be able to house and benefit both groups.  
12

13 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, acknowledgement of the  
14 Plan received with thanks to Fire Chief Bender for his work. The Board would support  
15 and move forward with what they can.

16 VOTE:

17 Wendy Littlefield: Aye

18 Geoff Wood: Aye

19 Martha Dudman: Aye

20 Matt Hart: Aye

21 Chair John Macauley: Aye

22 Motion approved 5-0.  
23

24 *C. Consideration of PWD Tony Smith's request for authorization to execute an*  
25 *agreement with Ted Berry Company, LLC for the amount of \$46,000 to provide sewer*  
26 *line cleanings, video inspections and GPS mapping of a portion of our sanitary*  
27 *collection system located in Northeast Harbor as described in the memo dated*  
28 *September 29, 2020 included in the Selectboard's meeting packet.*

29 Director Smith reported the work was being required by the Maine Municipal  
30 Association. The work will provide the Town with a baseline of sewer line condition, as  
31 well as assist with capital improvement planning. Northeast Harbor was chosen to be the  
32 first village, as there are some issues currently requiring attention.  
33

34 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, authorization of Public  
35 Works Director Tony Smith to execute an agreement with Ted Berry Company, LLC for  
36 the amount of \$46,000 to provide sewer line cleanings, video inspections and GPS  
37 mapping of a portion of the Town's sanitary collection system located in Northeast  
38 Harbor as described in the memo dated September 29, 2020 included in the Selectboard's  
39 meeting packet, as presented.

40 VOTE:

41 Wendy Littlefield: Aye

42 Geoff Wood: Aye

43 Martha Dudman: Aye

44 Matt Hart: Aye

45 Chair John Macauley: Aye

46 Motion approved 5-0.

1  
2 D. Consideration of PWD Tony Smith's request for authorization to pay for these  
3 services using funds from the Wastewater Capital Reserve account number 4050500-  
4 24501 with a current approximate balance of \$314,682.05. If authorized, there will  
5 be an approximate balance of \$268,682.05 remaining in this reserve account.

6 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, authorizing Public Works  
7 Director Tony Smith to pay for the services described in Item VIII.C using funds from  
8 the Wastewater Capital Reserve account number 4050500-24501 with a current  
9 approximate balance of \$314,682.05. If authorized, there will be an approximate balance  
10 of \$268,682.05 remaining in this reserve account, as presented.

11 VOTE:

12 Geoff Wood: Aye

13 Wendy Littlefield: Aye

14 Matt Hart: Aye

15 Martha Dudman: Aye

16 Chair John Macauley: Aye

17 Motion approved 5-0.

18  
19 E. Consideration of the purchase of approximately 1,700 tons of road salt for FY-21  
20 from Harcros at a price of \$51.60 per ton delivered.

21 Director Smith reported this was the price salt was purchased at last year. The Town is  
22 one of several Towns working in conjunction with the DOT to reach a better bid price.

23  
24 MOTION: Ms. Dudman moved, with Mr. Wood seconding, approval of the purchase of  
25 approximately 1,700 tons of road salt for FY-21 from Harcros at a price of \$51.60 per ton  
26 delivered, as presented.

27 VOTE:

28 Martha Dudman: Aye

29 Geoff Wood: Aye

30 Wendy Littlefield: Aye

31 Matt Hart: Aye

32 Chair John Macauley: Aye

33 Motion approved 5-0.

34  
35 F. Consideration of the purchase of approximately 2,500 cubic yards of winter sand for  
36 FY-21 from Harold MacQuinn, Inc. at a price of \$9.90 per cubic yard delivered.

37 Director Smith reported the price for sand this year was .15 cents higher per cubic yard  
38 than last year. Bids were requested from three vendors. MacQuinn's was the only  
39 bidder.

40  
41 MOTION: Ms. Littlefield moved, with Mr. Hart seconding, the purchase of  
42 approximately 2,500 cubic yards of winter sand for FY-21 from Harold MacQuinn, Inc.  
43 at a price of \$9.90 per cubic yard delivered, as presented.

44 VOTE:

45 Wendy Littlefield: Aye

46 Matt Hart: Aye

1 Martha Dudman: Aye  
2 Geoff Wood: Aye  
3 Chair John Macauley: Aye  
4 Motion approved 5-0.  
5

6 *G. Consideration of submitting a letter of support to the Maine DEP for Waste  
7 Management's application for a solid waste landfill license expansion at its  
8 Crossroad's facility in Norridgewock, Maine*

9 Director Smith reported the landfill was critical to the region's solid waste management  
10 plan. This would be for waste that cannot be reused or recycled. Director Smith supports  
11 the expansion.  
12

13 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, supporting the  
14 submission of a letter of support to the Maine DEP for Waste Management's application  
15 for a solid waste landfill license expansion at its Crossroad's facility in Norridgewock,  
16 Maine, as presented.

17 VOTE:

18 Wendy Littlefield: Aye  
19 Martha Dudman: Aye  
20 Geoff Wood: Aye  
21 Matt Hart: Aye  
22 Chair John Macauley: Aye  
23 Motion approved 5-0.  
24

25 *H. Accept and authorize the spending of Tech and Civic Life Grant funds in the amount  
26 of \$5,000.00 for election expenses incurred between June 15, 2020 and December 31,  
27 2020*

28 MOTION: Ms. Dudman moved, with Mr. Hart seconding to accept and authorize the  
29 spending of Tech and Civic Life Grant funds in the amount of \$5,000.00 for election  
30 expenses incurred between June 15, 2020 and December 31, 2020, as presented.

31 VOTE:

32 Martha Dudman: Aye  
33 Matt Hart: Aye  
34 Wendy Littlefield: Aye  
35 Geoff Wood: Aye  
36 Chair John Macauley: Aye  
37 Motion approved 5-0.  
38

39 **IX. Other Business**

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

41 Discussion of obtaining Debbie D'Amboise' contact information ensued.  
42  
43

44 Ms. Littlefield referred to an email received by a resident with questions about the new  
45 flags on Main Street. She wondered if follow-up was required. Town Manager Lunt did  
46 not feel it was necessary. Manager Lunt noted the concern included the number of flags,



1 and why they were placed and why residents were not consulted about placement. Mr.  
2 Wood added that the email raises the question regarding donations and who should dictate  
3 the implementation of such a donation.  
4

5  
6 Resident Jim Bright inquired about the Main Street reconstruction. He asked if drainage  
7 at the post office would be improved. The standing water there appears to have increased.  
8

9 Director Smith stated that no work has been done on that side of Main Street. He  
10 promised the issue would be addressed.  
11

12 **X. Treasurer's Warrants**

13 *A. Approve & Sign Treasurer's Warrant AP2117 and AP2118 in the amounts of*  
14 *\$8,863.40 and \$233,084.01, respectively*

15 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, approval and signature  
16 of Treasurer's Warrant AP2117 and AP2118 in the amounts of \$8,863.40 and  
17 \$233,084.01, respectively, as presented.

18 VOTE:

19 Martha Dudman: Aye

20 Wendy Littlefield: Aye

21 Matt Hart: Aye

22 Geoff Wood: Aye

23 Chair John Macauley: Aye

24 Motion approved 5-0.  
25

26 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2115,*  
27 *AP2116, and PR2107 in the amounts of \$3,497.81, \$5,224.93, and \$113,504.11,*  
28 *respectively*

29 MOTION: Ms. Dudman moved, with Mr. Wood seconding, approval of signed  
30 Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2115, AP2116, and PR2107 in  
31 the amounts of \$3,497.81, \$5,224.93, and \$113,504.11, respectively, as presented.

32 VOTE:

33 Martha Dudman: Aye

34 Geoff Wood: Aye

35 Wendy Littlefield: Abstains

36 Matt Hart: Aye

37 Chair John Macauley: Aye

38 Motion approved 4-0-1 (Littlefield in Abstention).  
39

40 *C. Acknowledge Treasurer's School Board AP/Payroll Warrants 07 in the amount of*  
41 *\$165,578.99*

42 MOTION: Mr. Wood moved, with Ms. Dudman seconding, acknowledgement of  
43 Treasurer's School Board AP/Payroll Warrants 07 in the amount of \$165,578.99, as  
44 presented.

45 VOTE:

46 Geoff Wood: Aye

1 Martha Dudman: Aye  
2 Wendy Littlefield: Abstains  
3 Matt Hart: Aye  
4 Chair John Macauley: Aye  
5 Motion approved 4-0-1 (Littlefield in Abstention).  
6

7 **XI. Adjournment**

8 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, to Adjourn.

9 VOTE:

10 Geoff Wood: Aye  
11 Wendy Littlefield: Aye  
12 Martha Dudman: Aye  
13 Matt Hart: Aye  
14 Chair John Macauley: Aye  
15 Motion approved 5-0.

16  
17 The Meeting adjourned at 5:09PM.

18  
19  
20 Respectfully Submitted,

21  
22   
23  
24 Wendy Littlefield