

**Town of Mount Desert
SelectBoard Meeting Minutes
Monday, November 16, 2020
Location: Zoom Meeting**

This Meeting was held via remote access.

SelectBoard Members Present:

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

Public Officials Present:

Town Clerk Claire Woolfolk, Town Manager Durlin Lunt, Public Works Director Tony Smith, Harbormaster John Lemoine, Tax Assessor Kyle Avila, Lieutenant David Kerns, Fire Chief Mike Bender

Members of the public were also in attendance.

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

Chair John Macauley called the Meeting to order at 4:02PM.

II. Minutes

A. Approval of minutes from October 19, 2020 meeting

MOTION: Mr. Hart moved, with Mr. Wood seconding, approval of the Minutes of October 19, 2020 as presented.

Motion approved 4-0. (Littlefield not present for the Vote)

B. Approval of minutes from November 2, 2020 meeting

MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of the Minutes of November 2, 2020, as presented.

Motion approved 4-0. (Littlefield not present for the Vote)

III. Appointments/Recognitions/Resignations

A. Appointment of Adam Thurston as Deputy Harbormaster effective December 1, 2020 at \$24.03/hour and a 5% increase after successful completion of six-month probation period

MOTION: Mr. Hart moved, with Ms. Dudman seconding, appointment of Adam Thurston as Deputy Harbormaster effective December 1, 2020 at \$24.03/hour and a 5% increase after successful completion of six-month probation period, as presented.

Motion approved 4-0. (Littlefield not present for the Vote)

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. Department Report: Highway

B. Hancock County Commissioners Meeting Minutes of October 20, 2020

C. MRC Board of Directors Election Ballot

1 MOTION: Ms. Dudman moved, with Mr. Hart seconding, acceptance of the consent
2 Agenda as presented.
3

4 It was noted the MRC Board of Directors Election Ballot should be voted on separately.
5

6 AMENDED MOTION: Ms. Dudman amended her Motion, with Mr. Hart seconding, to
7 move acceptance of Items A and B of the Consent Agenda as presented.

8 Motion approved 4-0. (Littlefield not present for the Vote)
9

10 MOTION Ms. Dudman moved, with Mr. Wood seconding, to vote for Sophie Wilson for
11 the MRC Board of Directors, as presented, and as recommended by Public Works
12 Director Smith.

13 Motion approved 4-0. (Littlefield not present for the Vote)
14

15 **V. Selectmen's Reports**

16 Mr. Hart relayed a compliment he received on the Main Street plantings that have
17 recently gone in, in front of the bank, the parking lot, and Sam Shaw's. Town Manager
18 Durlin Lunt reported he has also received a number of compliments on the plantings.
19

20 **VI. Unfinished Business**

21 None presented.
22

23 **VII. New Business**

24 *A. Request Christmas Eve Early Closure at 12 noon, December 24, 2020*

25 Manager Lunt noted this was the traditional time off allowed Town Staff by the
26 SelectBoard.
27

28 MOTION: Ms. Dudman moved, with Mr. Wood seconding, approval of the request for
29 Christmas Eve Early Closure at 12 noon, December 24, 2020, as presented.

30 Motion approved 4-0.
31

32 *B. Request approval to transition the position of Assistant Harbormaster/Office
33 Manager from a part-time to a full-time position*

34 MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of request to
35 transition the position of Assistant Harbormaster/Office Manager from a part-time to a
36 full-time position, as presented.
37

38 Manager Lunt reported that such a position would be Level 2 on the staff employment
39 scale. The pay for this position would be 85% of the \$20.67 per hour pay, and could
40 potentially rise by 5% until the end of next year, when the rate can rise as high as 95% of
41 the Level 2 pay. Additionally, the position would be full time and eligible for benefits.
42

43 Harbormaster John Lemoine noted there has been a part-time office manager at the
44 harbor for as long as he's been there. Making the position full time has been discussed
45 for years. Now that a new deputy harbormaster has been hired, Harbormaster Lemoine
46 thought it was an opportune time to pursue the position. Additionally, approximately

1 \$20,000 will be cut from the part-time employment costs if the position transitions to full
2 time. Manager Lunt noted the position is funded through the marina enterprise and not
3 general taxation.
4

5 Mr. Wood noted that if the position has been discussed previously, he trusted the
6 Harbormaster's assessment of the need.
7

8 Ms. Littlefield inquired how the Harbor Committee felt about the position. Harbormaster
9 Lemoine reported that the Harbor Committee met the previous week and after discussion
10 concluded that they, like Mr. Wood, trusted the Harbormaster's assessment of the need.
11 Harbormaster Lemoine noted the position would not begin until after July 1, 2021.
12

13 Mr. Hart voiced concern regarding the Harbor Committee's meeting. It appeared the last
14 meeting occurred in person. Harbormaster Lemoine noted that it did; however, at that
15 meeting it was agreed that meetings would occur via Zoom going forward due to the
16 Covid 19 pandemic.
17

18 Motion approved 5-0.
19

20 *C. Request authorization to enter an agreement with VGSI for revaluation services*

21 MOTION: Ms. Dudman moved, with Mr. Wood seconding, granting authorization to
22 enter an agreement with VGSI for revaluation services, as presented.
23

24 It was noted the price will be \$79,900.00.
25

26 Assessor Kyle Avila reported that revaluation is done periodically. The last full
27 revaluation occurred in 2007. Information becomes outdated over time. Although the
28 assessments currently appear to be relatively accurate, some of the pricing tables are out
29 of date, particularly building and replacement costs. This is an opportunity to rebuild
30 those price indexes. Currently sales are occurring at above assessments. The process of
31 revaluation is long and complicated. Assessor Avila hopes to sign a contract with VGSI
32 to start the process in July 2021. The process will consist of rebuilding the pricing and
33 leveling out the building versus land values. Additionally, VGSI will take new pictures
34 of every property in Town. Assessor Avila felt the VGSI price was competitive. He has
35 Capital Improvement Reserve funds available for the project. The Town already has
36 funds earmarked for the project. The goal would be to collect the data so new valuations
37 can be implemented in July of 2022.
38

39 Mr. Wood noted residents are likely to be concerned about revaluation in light of the
40 unsettled economy. He worried about the reaction to potentially higher tax bills.
41 Assessor Avila noted the taxes will rise regardless. He agreed people are nervous during
42 revaluations. Mr. Avila predicted that some sectors would not see huge changes. A
43 revaluation must be done at some point. The key to a successful revaluation is public
44 outreach and Assessor Avila will do his best to provide ample information to the public
45 in a timely manner.
46

1 It was noted a Motion requires the CIP account number and the price of the revaluation
2 included.

3
4 AMENDED MOTION: Ms. Littlefield moved, with Mr. Hart seconding, authorization to
5 enter to into an agreement with VGSI for revaluation services for the amount of
6 \$79,900.00 to be paid out of CIP Reserve Account 4020600-24207 which has a current
7 balance of \$215,308.00.

8
9 Motion approved 5-0.

10
11 *D. Request approval to purchase Police Department cruiser and trade-in the PW*
12 *director's 2014 Ford SUV for a net price of \$31,504.00 to be funded through the*
13 *Police Equipment-Vehicle line, #14400110-57200 which has a current balance of*
14 *\$43,000.00. The remaining funds in the account will be used for up fitting the new*
15 *cruiser with our standard equipment.*

16 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval to purchase
17 Police Department cruiser and trade in the Public Works Director's 2014 Ford SUV for a
18 net price of \$31,504.00 to be funded through the Police Equipment-Vehicle line,
19 #14400110-57200 which has a current balance of \$43,000.00. The remaining funds in the
20 account will be used for up-fitting the new cruiser with standard equipment as presented.

21
22 Lt. David Kerns noted the car would transfer to the Public Works Director with the
23 console and the radio unit included.

24
25 Motion approved 5-0.

26
27 *E. Review of the General Fund and Marina Capital Improvement Plans (CIP) proposed*
28 *funding for Fiscal Year 2021-2022*

29 Manager Lunt summarized that the Capital Improvement Accounts accrue incremental
30 funding each year for large capital improvement projects and equipment. This practice
31 was started in an effort to flatten out taxation and also to prevent a foreseeable high-ticket
32 expenditure having to be disbursed as a lump sum in a single year. Department Heads
33 review and determine the amount of money to be added to the CIP accounts.

34
35 Fire Chief Mike Bender noted that with regard to his previously presented long-range
36 plan, he will be looking for approval for a new hire in the coming budget year. He's been
37 able to reduce the Fire Department CIP by just over \$43,000.00. He noted that if the new
38 hire is not approved, he would hope to replace the reduced \$43,000.00 in the CIP.

39
40 Lt. Kerns pointed out some CIP items in the current Police CIP are earmarked for
41 spending this fiscal year. That amount is \$6,000.00. Additionally, the consoles will be
42 purchased. Between Communications and Police, the CIP for Police will rise by
43 approximately \$4,000.00.

44
45 The Board continued their review of the Budget. There were no further questions.
46

1 Manager Lunt noted Board members would receive hard copy of the budget.
2

3 **VIII. Other Business**

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

5 It was noted the Holiday lunch for Town staff and elected/appointed officials would not
6 happen this year, due to the Covid-19 pandemic. Manager Lunt reported the benefactors
7 responsible for the annual lunch are considering an alternative to the lunch.
8

9 **IX. Treasurer's Warrants**

10 *A. Approve & Sign Treasurer's Warrant AP2127 in the amount of \$396,350.99.*

11 MOTION: Mr. Hart moved, with Mr. Wood seconding, approval and signature of
12 Treasurer's Warrant AP2127 in the amount of \$396,350.99, as presented.

13 VOTE:

14 Wendy Littlefield: Aye

15 Matt Hart: Aye

16 Geoff Wood: Aye

17 Martha Dudman: Aye

18 Chair John Macauley: Aye

19 Motion approved 5-0.
20

21 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2125,*
22 *AP2126, and PR2111 in the amounts of \$80,069.82, \$48,089.90, and \$112,197.94,*
23 *respectively*

24 MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of signed
25 Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2125, AP2126, and PR2111 in
26 the amounts of \$80,069.82, \$48,089.90, and \$112,197.94, respectively, as presented.

27 VOTE:

28 Martha Dudman: Aye

29 Matt Hart: Aye

30 Wendy Littlefield: Abstains

31 Geoff Wood: Aye

32 Chair John Macauley: Aye

33 Motion approved 4-0-1 (Littlefield in Abstention)
34

35 *C. Acknowledge Treasurer's School Board AP/Payroll Warrants 05 and 10 in the*
36 *amounts of \$168,016.55 and \$84,729.14, respectively*

37 MOTION: Mr. Hart moved, with Mr. Wood seconding, acknowledgement of Treasurer's
38 School Board AP/Payroll Warrants 05 and 10 in the amounts of \$168,016.55 and
39 \$84,729.14, respectively, as presented.

40 VOTE:

41 Matt Hart: Aye

42 Geoff Wood: Aye

43 Wendy Littlefield: Abstains

44 Martha Dudman: Aye

45 Chair John Macauley: Aye

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


1
2
3
4
5
6
7
8
9
10
11
12
13

X. Adjournment

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

The meeting adjourned at 4:36PM.

Respectfully Submitted,



Wendy Littlefield