

Town of Mount Desert  
Selectboard Meeting Minutes  
Monday, January 24, 2022

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

Town Officials Present: Town Manager Durlin Lunt, Assessor Kyle Avila, Public Works Director Tony Smith, Town Clerk Claire Woolfolk, Fire Chief Mike Bender, Finance Director Jake Wright

Members of the Public were also in attendance.

**I. Call to order at 5:00 p.m.**

Chair Macauley called the Meeting to order at 5:01PM.

**II. Appointments/Recognitions/Resignations**

*A. Consideration of promoting Highway Division employee Jonathan Sargent from his current Motor Equipment Operator I position to Motor Equipment Operator II with an associated increase in his regular hourly pay rate from \$22.69 to \$23.94, effective with the first payroll in February 2022, all in conformance with the contents of my January 20, 2022 memo to Town Manager Durlin Lunt, Jr.*

MOTION: Ms. Littlefield moved, with Mr. Wood seconding, promotion of Highway Division employee Jonathan Sargent from his current Motor Equipment Operator I position to Motor Equipment Operator II with an associated increase in his regular hourly pay rate from \$22.69 to \$23.94, effective with the first payroll in February 2022, all in conformance with the contents of January 20, 2022 memo to Town Manager Durlin Lunt, Jr.

Motion approved 5-0.

**III. Selectmen's Reports**

None Presented.

**IV. New Business**

*A. Review and accept bid for Mount Desert Fire Station #3 (Somesville) Renovation Project*

Fire Chief Bender provided a quick overview of the project. There have been no changes to the floor plans previously presented. Six contractors were invited to bid; two bids were submitted. An alternate bid price was requested for a metal roof. Due to the price of metal roofing, Chief Bender recommends going with asphalt shingles. A 15% contingency is added to the project. A list of action items to prepare the building for occupancy once renovations are complete is included.

Early estimates were approximately 20% off current costs due to fluctuations in materials costs. Chief Bender is satisfied with the bids received.

1 MOTION: Ms. Dudman moved, with Mr. Hart seconding, to accept the bid received  
2 from King Construction Services for Mount Desert Fire Station #3 (Somesville)  
3 Renovation Project as presented, and to direct Town Manager Lunt to sign the contract,  
4 pending Town Meeting approval.  
5 Motion approved 5-0.

6  
7 *B. Possible Warrant Article(s) for funding the Somesville Fire Station Project (select*  
8 *and approve):*

9 *a. All funding comes from appropriations from Undesignated Fund Balance*  
10 *account*

11 *b. All funding comes from Bonding*

12 *c. Some funding comes from undesignated fund balance and some comes from*  
13 *borrowing (note: this version requires two warrant articles)*

14 Finance Director Wright noted the Northeast Harbor Fire Station project will be bonded.  
15 The Somesville Fire Station renovation is a smaller project and that allows for the  
16 possibility of other funding options. The three funding options were presented:

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18 *All funding comes from appropriations from Undesignated Fund Balance account:*

19 The Town has consistently voted to reduce tax commitment through attempts to reduce  
20 the undesignated fund balance. However, revenues continue to exceed expenditures  
21 beyond budgeted expectations, counteracting the Town's attempts to reduce the balance.  
22 As such, The Town could pay for the project from the undesignated fund balance and still  
23 have an amount comparable to the target undesignated fund balance from the 2017 Town  
24 Meeting, as described in Director Wright's analysis, disregarding unaudited and  
25 unrealized actual performance.

26  
27 *All funding comes from Bonding:*

28 Currently, the bond market commands low interest rates. Mount Desert is currently  
29 substantially beneath debt limitations imposed by the State. Using this option doesn't  
30 invalidate any analysis surrounding year over year accumulations in the undesignated  
31 fund balance. As such, bonding for this project could enable the Town to pull from the  
32 Undesignated Fund Balance to reduce tax commitment, offsetting the increases in the  
33 Public Safety budgets.

34  
35 *Some funding comes from undesignated fund balance, and some comes from borrowing*  
36 *(note: this version requires two warrant articles):*

37 This uses both bonding and the Undesignated Fund Balance. Director Wright did not  
38 recommend the option. It reduces the time value and money benefit of the bonding  
39 without decreasing the legal fees.

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41 Director Wright believed bonding was the best option, with the understanding that there  
42 is room to fund tax commitment reduction through the undesignated fund balance. The  
43 cost of the project is then spread out over the life of the bond instead of incurred in a  
44 single tax year.

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46 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, pursuing Option B, All  
47 funding comes from Bonding, for funding the Somesville Fire Station Project, as  
48 presented.

49 Motion approved 5-0.

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**V. Other Business**

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

The Climate Action Plan is expected to be submitted to the Town for review on February

2. Chair Macauley suggested a meeting to discuss the Plan on Thursday, February 3.

This would be a Special meeting, just to discuss the plan.

Ms. Dudman noted she would be away for the next Selectboard meeting, and also for a February 3 meeting.

Director Wright asked whether action will be proposed that needs to be reflected in the Warrant Articles. If so, is there enough time to turn them around for review on February 7<sup>th</sup>? Manager Lunt noted the Town has till the 18<sup>th</sup> for Warrant Articles. The plan is presented to the Warrant Committee on the 8<sup>th</sup>.

The Board agreed to a Special Meeting February 3, 2022 at 6:00PM. The Meeting will be held via Zoom.

Chair Macauley reported he was approached by a Seal Harbor resident regarding parking issues. The resident suggested parking kiosks, where people pay \$5.00 for 4 hours' worth of parking in Town. Chair Macauley believed this was an item for Police Chief Willis' consideration, along with other parking issues in Town. Kiosks were suggested for the beach parking lot and also on Main Street.

It was agreed to put the item on a March Selectboard Agenda, after Warrant Business is finished.

The lot for yacht parking was also mentioned as a problem area.

Manager Lunt believed the LUZO Advisory Committee is working on various topics for the Warrant.


**VI. Adjournment**

MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, Adjournment.

Motion approved 5-0.

The Meeting adjourned at 5:25PM.

Respectfully Submitted,

  
Wendy Littlefield