

**Town of Mount Desert  
Selectboard Meeting Minutes  
Tuesday, February 22, 2022**

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

Town Officials Present: Town Manager Durlin Lunt, Tax Assessor Kyle Avila, Public  
Works Director Tony Smith, Town Clerk Claire Woolfolk

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. Minutes**

*A. Approval of minutes from February 7, 2022 meeting*

MOTION: Mr. Hart moved, with Ms. Littlefield seconding, approval of the February 7,  
2022 Minutes as presented.

Motion approved 4-0-1 (Dudman in Abstention).

**III. Appointments/Recognitions/Resignations**

*A. Confirm reappointment of Joelle Nolan to the Mount Desert Housing Authority Board  
of Commissioners for a five-year term beginning March 1, 2022*

MOTION: Ms. Littlefield moved, with Mr. Hart seconding, confirmation of  
reappointment of Joelle Nolan to the Mount Desert Housing Authority Board of  
Commissioners for a five-year term beginning March 1, 2022, as presented and with  
thanks.

Motion approved 5-0.

*B. Confirm reappointment of Dan Falt to the Mount Desert Housing Authority Board of  
Commissioners for a five-year term beginning March 1, 2022*

MOTION: Ms. Littlefield moved, with Mr. Hart seconding, confirmation of  
reappointment of Dan Falt to the Mount Desert Housing Authority Board of  
Commissioners for a five-year term beginning March 1, 2022, as presented and with  
thanks.

Motion approved 5-0.

*C. Appoint Emily Finson as Full-time Dispatcher at a rate of \$23.42 per hour, effective  
February 21, 2022*

MOTION: Mr. Hart moved, with Ms. Dudman seconding, appointment of Emily Finson  
as Full-time Dispatcher at a rate of \$23.42 per hour, effective February 21, 2022, as  
presented and with thanks.

Motion approved 5-0.

1 **IV. Consent Agenda**

2 *A. Warrant Committee Minutes from February 1, 2022*

3 *B. Island Housing Trust Application*

4 *C. 2022 Hancock County Tax Commitment*

5 *D. Hancock County Commissioners Meeting Minutes from February 1, 2022*

6 *E. Amendment to Acadia Boundary Act*

7 MOTION: Mr. Hart moved, with Ms. Dudman seconding, acceptance of the Consent  
8 Agenda as presented.

9 Motion approved 5-0.

10  
11 **V. Selectmen's Reports**

12 No Selectmen's Reports presented.

13  
14 **VI. Unfinished Business**

15 *A. Selectmen Order – Charter Referendum for the May 2, 2022 Secret Ballot Election*

16 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, addition of the Charter  
17 Referendum for the May 2, 2022 Secret Ballot Election, as presented.

18 Motion approved 5-0.

19  
20 *B. Selectmen Order – Local Liquor Option Referendum for the May 2, 2022 Secret  
21 Ballot Election*

22 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, addition of the Local Liquor  
23 Option Referendum for the May 2, 2022 Secret Ballot Election, as presented.

24 Motion approved 5-0.

25  
26 *C. Consideration of the following, all related to the Beech Hill Cross Road Culvert  
27 Replacement Project (Project) in conformance with the DEP's Stream Smart  
28 program and all contingent on voter approval of the applicable warrant article at the  
29 May 3, 2022, annual town meeting: award of the construction contract in the amount  
30 of \$418,913 to RF Jordan; award of the engineering construction contract  
31 administration and inspection contract in the amount of \$43,500 to VHB  
32 Engineering; authorization of a contingency amount of \$12,500 for unforeseen  
33 conditions that occur during the Project for a total Project cost of \$475,000 with the  
34 Towns costs reduced to \$360,000 by a DEP Stream Smart grant of \$115,000 and;  
35 authorization by the Selectboard, as their designee, of Public Works Director Tony  
36 Smith to execute all contracts and documents and do all things necessary or  
37 convenient to accomplish the Project on behalf of the Town.*

38 The Town received no bids for the project. Public Works Director Smith approached RF  
39 Jordan, who provided a price for the work. The culvert that will be installed is 15'x6'  
40 concrete box culvert and will be placed and designed to mimic the streambed.

41  
42 MOTION: Mr. Wood moved, with Ms. Dudman seconding, approval of the Beech Hill  
43 Cross Road Culvert Replacement Project (Project) in conformance with the DEP's  
44 Stream Smart program and all contingent on voter approval of the applicable warrant  
45 article at the May 3, 2022, annual town meeting: award of the construction contract in the  
46 amount of \$418,913 to RF Jordan; award of the engineering construction contract

1 administration and inspection contract in the amount of \$43,500 to VHB Engineering;  
2 authorization of a contingency amount of \$12,500 for unforeseen conditions that occur  
3 during the Project for a total Project cost of \$475,000 with the Towns costs reduced to  
4 \$360,000 by a DEP Stream Smart grant of \$115,000 and; authorization by the  
5 Selectboard, as their designee, of Public Works Director Tony Smith to execute all  
6 contracts and documents and do all things necessary or convenient to accomplish the  
7 Project on behalf of the Town, as presented.  
8 Motion approved 5-0.

9  
10 *D. DRAFT Warrant articles for review and votes*

11 **Article 46: Shall the Town of Mount Desert (the Town) be authorized to appropriate**  
12 **an amount not to exceed \$360,000.00 from the Capital Gains Reserve Account**  
13 **Number 400-24202 to finance professional technical design, construction contract**  
14 **administration, inspection and construction services associated with drainage**  
15 **improvements to the Beech Hill Cross Road (the Road) in the general area where**  
16 **Denning's Brook crosses under the Road, said improvements to be in conformance**  
17 **with the Maine Department of Environmental Protection Stream Smart program**  
18 **requirements and with said repairs to include, but not necessarily be limited to,**  
19 **replacing two corroded metal pipes with a concrete box culvert; placing stone**  
20 **riprap for stabilization and erosion control on the embankments along both sides of**  
21 **the Road; erecting guardrails along the top of the embankments along both sides of**  
22 **the Road and, placing earthen fill, loam and seed in the area and other amenities**  
23 **and appurtenances required to complete the improvements, and further, shall the**  
24 **Board of Selectmen or its designee be authorized to execute any and all contracts**  
25 **and documents and do all things necessary or convenient to accomplish the Project?**

26 MOTION: Mr. Hart moved, with Mr. Wood seconding, the Board recommend passage  
27 for Article 46, as presented.

28 Motion approved 5-0.

29  
30 Public Works Director Smith noted the Article will not include technical design in the  
31 work.

32  
33 MOTION: Ms. Dudman moved, with Mr. Hart seconding, the Board recommend  
34 passage for Article 46, as amended.

35 Motion approved 5-0.

36  
37 **Article 47: Shall the Town of Mount Desert (the Town) be authorized to appropriate**  
38 **an amount not to exceed \$220,000 from the Capital Gains Reserve Account Number**  
39 **400-24202 to finance professional technical design, construction contract**  
40 **administration, inspection and construction services associated with improvements**  
41 **and repairs to approximately 200-lineal feet of erosion of the Seal Harbor beach**  
42 **shoreline eroded by a strong storm surge in 2020, said damaged area located in the**  
43 **northeasterly portion of the waters of Seal Harbor per se and located in general**  
44 **down over the embankment westerly of the Steamboat Wharf Road with said**  
45 **improvements and repairs to include, but not necessarily be limited to, placing**  
46 **geotextile, anchor boulders, stone riprap, earthen fill, loam and seed and other**

1 amenities and appurtenances required to complete the improvements and repairs,  
2 and further, shall the Board of Selectmen or its designee be authorized to execute  
3 any and all contracts and documents and do all things necessary or convenient to  
4 accomplish the Project?

5 MOTION: Mr. Hart moved, with Ms. Dudman seconding, the Board recommend  
6 passage for Article 47, as presented.  
7 Motion approved 5-0.

8  
9 **Article 48: Shall the Town of Mount Desert (the Town) be authorized to**  
10 **appropriate an amount not to exceed \$75,00000 from the Capital Gains Reserve**  
11 **Account Number 400-24202 to finance costs associated with furnishing and**  
12 **installing twenty-three (23) new Anderson TW422 (Tilt Wash) 400 Series Double**  
13 **Hung windows, or equivalent, in the Town office building including the**  
14 **administration area, the hallway between it and the Meeting House and the**  
15 **Meeting House itself, with additional work to include, furnishing and installing the**  
16 **materials necessary to complete the installation in conformance with current**  
17 **generally accepted industry standards including but not necessarily limited to,**  
18 **trimming out the windows on both the inside and outside of the building to match**  
19 **what is presently there, to make any necessary repairs to the wood frame structure**  
20 **of the buildings in the location of the windows that might be identified, to insulate**  
21 **around the windows, and other amenities and appurtenances required to complete**  
22 **the improvements, and further, shall the Board of Selectmen or its designee be**  
23 **authorized to execute any and all contracts and documents and do all things**  
24 **necessary or convenient to accomplish the Project?**

25 Director Smith agreed to check on the windows noted and whether they will match with  
26 the windows proposed for the Fire Department renovations.

27  
28 MOTION: Mr. Hart moved, with Ms. Dudman seconding, the Board recommend  
29 passage of Article 48, as presented.  
30 Motion approved 5-0.

31  
32 **Article 51: Shall the Town of Mount Desert (the Town) be authorized to appropriate**  
33 **an amount not to exceed \$448,000 from the Harbor's Marina Enterprise Fund**  
34 **Undesignated Fund Balance (Unrestricted Net Position), Account Number 600-**  
35 **38300, to finance construction, construction contract administration, inspection and**  
36 **construction services associated with replacements of and improvements to the**  
37 **North concrete cantilevered abutment and adjacent area e.g., the marina abutment**  
38 **and to the South concrete cantilevered abutment and adjacent area e.g., the public**  
39 **float access abutment, with said improvements to include, but not necessarily being**  
40 **limited to, demolition and removal of the existing concrete North and South**  
41 **cantilevered abutments and associated concrete bases to be replaced with new**  
42 **concrete abutments and associated bases, excavation, furnishing and installing**  
43 **granite veneer, and other amenities and appurtenances required to complete the**  
44 **improvements, and further, shall the Board of Selectmen or its designee be**  
45 **authorized to execute any and all contracts and documents and do all things**  
46 **necessary or convenient to accomplish the Project?**

1 MOTION: Mr. Hart moved, with Mr. Wood seconding, the Board recommend passage  
2 of Article 51, as presented.  
3 Motion approved 5-0.  
4

5 **VII. New Business**

6 *A. Trek Travel LLC Public Space Special Event Application- Northeast Harbor Village*  
7 *Green for Picnic Lunches and Bike Fitting, Sundays starting June 26, 2022, through*  
8 *August 7, 2022 (7 days)*

9 MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of the Trek Travel  
10 LLC Public Space Special Event Application- Northeast Harbor Village Green for Picnic  
11 Lunches and Bike Fitting, Sundays starting June 26, 2022, through August 7, 2022 (7  
12 days), as presented.  
13

14 It was noted this is very similar to the Back Country Bike Tours proposal the Board voted  
15 down. Harbor Committee representative Howie Motenko requested the Application be  
16 denied.  
17

18 Amy Davison of Trek Travel LLC stated the company tried to get reservations in town.  
19 Their groups have been deemed too large to be accommodated. Two of the seven trips  
20 have been cancelled.  
21

22 Motion Denied 0-5.  
23

24 *B. Citizen request to store/park 12 tractor trailers in the Grey Cow parking lot from*  
25 *April 18<sup>th</sup> through May 16<sup>th</sup>; trailers to be removed before Memorial Day weekend as*  
26 *outlined in his memo to Town Manager, Durlin Lunt of February 11, 2022*

27 It was noted the request consisted of two different five-day periods. Mr. Wood wanted to  
28 be mindful of ensuring the schedule is maintained, in light of the parking issues the Town  
29 has been trying to address. Mr. Hart noted the area has been used as a place to stage  
30 private construction before. He wanted to be sure space would remain available for some  
31 parking and use of the nearby businesses. The trailers are usually 45 feet in length. The  
32 trailers will park and be offloaded and then removed during two five-day periods. The  
33 modular home being delivered will be installed with a local contractor.  
34

35 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, approval of citizen request  
36 to store/park 12 tractor trailers in the Grey Cow parking lot from April 18th through May  
37 16th; trailers to be removed before Memorial Day weekend as outlined in a memo to  
38 Town Manager, Durlin Lunt of February 11, 2022.  
39 Motion approved 5-0.  
40

41 *C. Service Groups/3rd Party Budget 2022-2023 Requests*

42 **Acadian Youth Sports** – Requesting \$2,000.00. Approximately 1/3 of MDI youth using  
43 the program are from Mount Desert. Money will be earmarked for Mount Desert youth.  
44 Registration costs average \$100.00.  
45

46 **American Red Cross/Pine Tree Chapter** – No representative was in attendance.

1  
2 **Bar Harbor Food Pantry** – Requesting \$3,500.00. 26 Mount Desert residents were  
3 served last year.

4  
5 **Downeast Community Partners** – No representative was in attendance.

6  
7 **Downeast Horizons, Inc.** – Requesting \$6,000.00. 50 Mount Desert residents were  
8 served last year.

9  
10 **Downeast Transportation/Island Explorer** – Requesting \$14,000.00. Routes next year  
11 will change. There will be one route starting at Bar Harbor, to Northeast Harbor via  
12 Eagle Lake Road, to Jordan Pond House and returning on the same route.

13  
14 Island Explorer has no immediate plans to go electric, however they are a part of an  
15 MDOT initiative addressing the possibility.

16  
17 **Eagles Next Clubhouse** – Requesting \$500.00. A first-time request. The Eagles Next  
18 Clubhouse opened in 2019 and provides mental health recovery services for adults in  
19 Hancock County and is one of six clubhouses in Maine.

20  
21 **Eastern Area Agency on Aging** – Requesting \$500.00. 35 individuals from Mount  
22 Desert were served last year.

23  
24 **Ellsworth Free Medical Clinic** – Requesting \$1,000.00. A first-time request. The  
25 Ellsworth Free Medical Clinic provides primary medical care for people with no  
26 insurance or high deductibles and offers a prescription assistance program and dental cost  
27 support. Publicity is word of mouth; patients from 16 counties were served last year.

28  
29 **Emmaus Homeless Shelter** – Requesting \$2,500.00.

30  
31 **Families First Community Center** – No representative was in attendance.

32  
33 **Great Harbor Maritime Museum** – Requesting \$5,500.00. The funds are used to keep  
34 the only public bathrooms on Main Street open, maintained and supplied. The issue with  
35 Main St. residents utilizing the public bathroom space when their residential units were  
36 not sufficient is still evident but not as much of an issue as in years past. Similarly,  
37 vandalism and the theft of supplies seems to be subsiding somewhat.

38  
39 **Health Equity Alliance** – Requesting \$1,500.00. 42 clients from the area were served  
40 last year.

41  
42 **Hospice Volunteers of Hancock County** – Requesting \$1,500.00.

43  
44 **Island Connections** – Requesting \$2,500.00. 49 Mount Desert residents were served  
45 with a total of 461 rides in 2021.

46

1 **Island Housing Trust** – Requesting \$7,500.00.

2  
3 **Lifelight Foundation** – Requesting \$1,000.00. 139 Mount Desert citizens have been  
4 transported since Lifelight’s founding, nine of those occurring last year.

5  
6 A sizable amount for bank charges is noted in the budget. This amount is to cover the  
7 processing fees attached to credit card donations. Lifelight looks for credit card  
8 companies with lower fees on an ongoing basis.

9  
10 It was agreed that those third-party groups that were not in attendance tonight would be  
11 given a chance to come to the Thursday Selectboard Meeting.

12  
13 **VIII. Other Business**

14 *A. Such other business as may be legally conducted*  
15 There was no Other Business.

16  
17 **IX. Treasurer’s Warrants**

18 *A. Approve & Sign Treasurer’s Warrant as shown below:*

Town Invoices	AP#2248	02/23/2022	\$255,242.45
<b>Total</b>			<b>\$255,242.45</b>

19  
20 MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval and signature of the  
21 Treasurer’s Warrant as shown above.  
22 Motion approved 5-0.

23  
24 *B. Approve Signed Treasurer’s Payroll, State Fees, & PR Benefit Warrants as shown*  
25 *below:*

State Fees & PR Benefits	AP#2246	02/09/2022	\$33,598.98
	AP#2247	02/16/2022	\$3,729.12
Town Payroll	PR#2218	02/18/2022	\$129,169.30
<b>Total</b>			<b>\$166,497.40</b>

26  
27 MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of signed Treasurer’s  
28 Payroll, State Fees, & PR Benefit Warrants as shown above.  
29 Motion approved 4-0-1 (Littlefield in Abstention).

30  
31  
32 *C. Acknowledge Treasurer’s School Board AP/Payroll Warrants as shown below:*

School Invoices	#17	02/18/2022	\$189,139.42
<b>Total</b>			<b>\$189,139.42</b>

33

<b>Grand Total</b>			<b>\$610,879.27</b>
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34  
35 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, acknowledgement of Treasurer’s  
36 School Board AP/Payroll Warrants as shown above.  
37 Motion approved 5-0.

8

1     **X. Executive Session**

2         *A. Executive Session pursuant to 1 M.R.S. § 405(6)(C), to discuss or consider the*  
3             *condition, acquisition, or use of property or and related interests*

4         MOTION: Mr. Hart moved, with Mr. Wood seconding, to enter into Executive Session.  
5         Motion approved 5-0.

6  
7         The Board entered into Executive Session at 7:41PM.

8         MOTION: Mr. Hart moved, with Ms. Dudman seconding, to exit the Executive Session.  
9         Motion approved 5-0.

10  
11     **XI. Adjournment**

12         MOTION: Ms. Littlefield moved, with Ms. Dudman seconding to adjourn.  
13         Motion approved 5-0.

14  
15         The meeting adjourned at 8:27PM.

16  
17         Respectfully Submitted,

18         

19  
20  
21         Wendy Littlefield