

Town of Mount Desert
Board of Selectmen
Minutes
March 21, 2022

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

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

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. 14 Sea Street. LLC d/b/a The Docksider 14 Sea Street, Northeast Harbor request for New Liquor License

Chair Macauley opened the Public Hearing.

There were no comments.

Chair Macauley closed the Public Hearing.

III. Post Public Hearing

A. 14 Sea Street. LLC d/b/a The Docksider 14 Sea Street, Northeast Harbor request for New Liquor License

MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of the 14 Sea Street. LLC d/b/a The Docksider 14 Sea Street, Northeast Harbor request for New Liquor License, as presented.

Motion approved 5-0.

IV. Minutes

A. Approval of Minutes from February 24, 2022 meeting

MOTION: Mr. Hart moved, with Ms. Dudman seconding, approval of the Minutes of February 24, 2022, as presented.

Motion approved 5-0.

B. Approval of Minutes from February 28, 2022 meeting

MOTION: Mr. Hart moved, with Ms. Dudman seconding, approval of the Minutes of February 28, 2022, as presented.

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

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2 C. *Approval of minutes from March 7, 2022 meeting*

3 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, approval of the Minutes of
4 March 7, 2022, as presented.

5 Motion approved 5-0.
6

7 **V. Appointments/Recognitions/Resignations**

8 A. *Request appointment of Casey Beaman as a Paid on-call Firefighter to the Mount*
9 *Desert Fire Department, effective March 22, 2022, at a starting pay of \$18.00 an*
10 *hour*

11 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, appointment of Casey
12 Beaman as a Paid on-call Firefighter to the Mount Desert Fire Department, effective
13 March 22, 2022, at a starting pay of \$18.00 an hour, as presented and with thanks.

14 Motion approved 5-0.
15

16 **VI. Consent Agenda**

17 A. *Memo from Sustainability Committee*

18 B. *Information about the Municipal Review Committee's virtual Town Hall meeting held*
19 *March 10, 2022, to review the plans to sell the Hampden Facility by June 30, 2022*

20 MOTION: Ms. Littlefield moved, with Mr. Hart seconding, acceptance of the Consent
21 Agenda as presented.

22 Motion approved 5-0.
23

24 **VII. Selectmen's Reports**

25 Mr. Wood voiced his disappointment in what appeared to be a lack of preparedness at the
26 Town Meeting. The Town seemed unprepared to address talking points that should have
27 been anticipated.

28
29 Ms. Littlefield thought a fact sheet was going to be shared at the meeting. Ms. Dudman
30 thought an explanation of the situation would start the discussion.

31
32 Mr. Hart commended Finance Director Wright on a great job answering some of the
33 budget questions with clarity. Other Board Members concurred. Ms. Dudman felt
34 Moderator Bill Ferm did a good job as well. While there were some stumbling blocks, in
35 the end the Warrant Articles were passed. Mr. Hart felt the meeting was good prep for
36 the May Town Meeting and Mr. Woods' comments are well taken.
37

38 **VIII. Unfinished Business**

39 A. *Review and Sign Warrant for May 2 and 3, 2022 Annual Town Meeting*

40 The latest version of the Warrant was presented to the Board for review.
41

42 The voting site will be at the Town Offices in Northeast Harbor this year. Notice about
43 this change has been advertised and is on the Town website. Additionally other signage
44 such as a sign at the Somesville Fire Station and perhaps using one of the electronic
45 traffic signs was discussed.

1
2 *B. Sign Public Hearing notices for referendum questions on May 2, 2022, secret ballot*
3 *election*

4 The Board agreed to sign off on the notices at the end of the meeting.
5

6 *C. Update on possible voluntary accrual cash-out policy implementation*

7 Finance Director Wright believed that the solution presented splits the difference between
8 addressing the problem now and at a future date. In the current budget year there's a lot
9 of work to be done, making it a difficult year to provide funding for this program. This
10 gives the Town time to address the problem in a more organic, concerted fashion.
11

12 *D. Consider extension of nonenforcement of all accrual maximums, excluding regular*
13 *sick leave and Earned Paid Leave, until December 31, 2023, due to COVID-19,*
14 *staffing shortages, and other factors inhibiting employees' ability to utilize accrued*
15 *compensated time off*

16 MOTION: Mr. Wood moved, with Mr. Hart seconding, granting extension of
17 nonenforcement of all accrual maximums, excluding regular sick leave and Earned Paid
18 Leave, until December 31, 2023, due to COVID-19, staffing shortages, and other factors
19 inhibiting employees' ability to utilize accrued compensated time off, as presented.
20 Motion approved 5-0.

21
22 *E. Consider revising authorization from the 12/20/21 BOS meeting to expend \$8,528.57*
23 *from the Police Capital Improvement / Equipment Reserve account #4040100-24405*
24 *instead of previously authorized \$8,258.57 due to transposition error*

25 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, revising authorization from
26 the 12/20/21 BOS meeting to expend \$8,528.57 from the Police Capital Improvement /
27 Equipment Reserve account #4040100-24405 instead of previously authorized \$8,258.57
28 due to transposition error, as presented.

29 Motion approved 5-0.
30

31 **IX. New Business**

32 *A. Request to Authorize a Public Space Special Event Application to the Neighborhood*
33 *House for Annual Memorial Day Community BBQ scheduled May 30, 2022 –*
34 *Northeast Harbor Marina Green*

35 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, authorization of a Public
36 Space Special Event Application to the Neighborhood House for Annual Memorial Day
37 Community BBQ scheduled May 30, 2022 – Northeast Harbor Marina Green, as
38 presented.
39

40 It was noted that an event less than four hours in length is considered a minor event.
41

42 Motion approved 4-0-1 (Mr. Hart in Abstention).
43

44 *B. Winter Spring Inc. d/b/a Colonel's Restaurant 143 Main Street, Northeast Harbor*
45 *request for Liquor License Renewal*

1 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, approval of Winter Spring
2 Inc. d/b/a Colonel's Restaurant 143 Main Street, Northeast Harbor request for Liquor
3 License Renewal, as presented.
4

5 *C. Consideration of entering into an agreement as described in Public Works Director*
6 *Tony Smiths March 17, 2022 memo to Town Manager Durlin Lunt with Gorham*
7 *Leasing Group for the lease/purchase of a new 2022 Multi Hogg Sidewalk Tractor*
8 *and associated equipment from Central Equipment Company located in Stillwater*
9 *Maine at a lease/sales price of \$153,900 using funds on a 50% per each basis from*
10 *the Highway Divisions appropriations budget Line 1550100-55313 Lease-Sidewalk*
11 *Plow and the Public Works Equipment Reserve Account Number 4050100-24500*

12 Director Smith confirmed he has conferred with legal counsel and such a purchase can go
13 forward at this time. The tractor being replaced will be sold.
14

15 MOTION: Mr. Hart moved, with Ms. Dudman seconding,

- 16 • Approve authorization to enter into a Municipal Lease/Purchase agreement with
17 Gorham Leasing Group to finance the lease/purchase of a new 2022 Multi Hogg
18 sidewalk tractor and plow, snow blower, combination dump body and sander and
19 broom from Central Equipment Company located in Stillwater Maine for the amount
20 of \$153,900 with a 5-year term and a fixed 3.09 per-cent interest rate resulting in an
21 annual payment of approximately \$32,682 for each of five years and from whom we
22 will purchase the tractor and equipment for \$1.00 at the end of the five-year term and,
23 • Authorize charging 50% of the annual lease payment, or \$16,341, to the FY-22, and
24 the applicable fiscal year moving forward, Highway Divisions appropriations budget
25 Line 1550100-55313 Lease-Sidewalk Plow and charge 50% of the annual lease
26 payment, or \$16,341, to the Public Works Equipment Reserve Account Number
27 4050100-24500 with an approximate current balance of \$235,830, for the first annual
28 lease payment of \$32,682, the invoice for which is expected to arrive with delivery of
29 the tractor and equipment on or before March 31, 2022, and,
30 • Authorize Public Works Director Tony Smith to execute all documents on behalf of
31 the Town to facilitate the purchase and execute the lease in accordance with the terms
32 described in the memo dated March 17, 2022,

33 as presented.

34 Motion approved 5-0.
35

36 *D. Authorize Jake Wright, Finance Director, to sign new lease agreement with Pitney*
37 *Bowes for replacement of postage meter machine*

38 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, authorizing Jake Wright,
39 Finance Director, to sign new lease agreement with Pitney Bowes for replacement of
40 postage meter machine, as presented.

41 Motion approved 5-0.
42

43 *E. Consider revoking Temporary Amendment to Personnel Policies dated 4/6/20. See*
44 *memo from Jake Wright, Finance Director. Revocation to be effective 3/21/22*

1 MOTION: Mr. Wood moved, with Mr. Hart seconding, revoking Temporary
 2 Amendment to Personnel Policies dated 4/6/20. See memo from Jake Wright, Finance
 3 Director. Revocation to be effective 3/21/22, as presented.
 4 Motion approved 5-0.
 5

6 **X. Other Business**

7 *A. Such other business as may be legally conducted*
 8

9 Sustainability Committee Chair Phil Lichtenstein urged the Board to create a Climate
 10 Task Force, made up of a Department Head, a Sustainability Committee member, and
 11 perhaps a Selectboard member so the process of implementing changes included in the
 12 Climate Action Plan can begin. He suggested hiring an intern might better facilitate the
 13 work. Mr. Lichtenstein agreed to be a part of the task force.
 14

15 Mr. Wood noted he was willing to discuss the task force and what the job would include
 16 with Mr. Lichtenstein.
 17

18 Ms. Dudman asked if it was the intention of the Sustainability Committee that the budget
 19 items are overseen by the task force and that someone would be hired to perform the
 20 tasks? Mr. Lichtenstein believed it was possible. He felt the Sustainability Committee
 21 would continue as a group. It's too much for one person, particularly a volunteer, to
 22 oversee the Climate Action Plan. Mr. Lichtenstein hopes to make resources available to
 23 the community. The Town has made a number of changes already. There are options
 24 that can be considered in the future, but smaller things a Task Force can handle now.
 25

26 Mr. Hart asked about Bar Harbor's position. He felt a position was critical to getting
 27 things done. Mr. Lichtenstein noted Bar Harbor was considering how to proceed.
 28 Bangor received funding for an intern. Bar Harbor approached Mr. Lichtenstein about
 29 sharing a coordinator. Mr. Wood suggested the Town prepare for partnering with Bar
 30 Harbor on a coordinator for the next budget season.
 31

32 **B. Treasurer's Warrants**

33 *A. Approve & Sign Treasurer's Warrant as shown below:*

Town Invoices	AP#2253	03/22/2022	\$1,087,583.85
Total			\$1,087,583.85

34
 35 MOTION: Ms. Littlefield moved, with Mr. Hart seconding, approval and signature of
 36 the Treasurer's Warrant as shown above.
 37 Motion approved 5-0.
 38

39 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants as shown*
 40 *below:*

State Fees & PR Benefits	AP#2251	03/09/2022	\$39,497.24
	AP#2252	06/16/2022	\$7,743.26
Town Payroll	PR#2220	03/18/2022	\$124,217.59

Total			\$171,458.09
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MOTION: Ms. Dudman moved, with Mr. Wood seconding approval of signed Treasurer's Payroll, State Fees, & PR Benefit Warrants as shown above.
Motion approved 4-0-1 (Littlefield in Abstention)

C. Acknowledge Treasurer's School Board AP/Payroll Warrants as shown below:

School Invoices	#10	03/08/2022	\$66,587.85
	#11	03/11/2022	\$24,803.30
School Payroll	#19	03/18/2022	\$175,942.44
Total			\$267,333.59

MOTION: Ms. Dudman moved, with Mr. Hart seconding, acknowledgement of Treasurer's School Board AP/Payroll Warrants as shown above.
Motion approved 5-0.

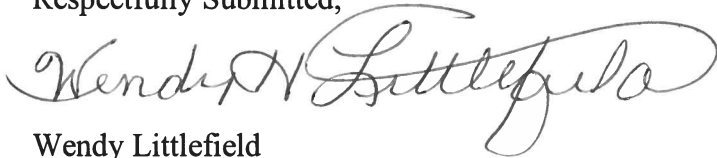
Grand Total			\$1,526,375.53
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C. Adjournment

MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, adjourning the meeting.
Motion approved 5-0.

The Meeting adjourned at 7:00PM

Respectfully Submitted,



Wendy Littlefield