

Town of Mount Desert
Board of Selectmen
Meeting Minutes
July 18, 2022

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

Board Member Rick Mooers was not in attendance.

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

Members of the public were also present.

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 July 5, 2022 meeting

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval of the July 5, 2022 Minutes as presented.

Motion approved 3-0-1 (Macauley in Abstention).

III. Appointments/Recognitions/Resignations

A. Appointment of Abby Rowe as a part-time employee to the Mount Desert Fire Department at a rate of \$26.72 per hour

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, appointment of Abby Rowe as a part-time employee to the Mount Desert Fire Department at a rate of \$26.72 per hour, as presented.

Motion approved 4-0.

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 Reports: Public Works

B. Hancock County Commissioners Special Meeting Minutes of June 21, 2022

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, acceptance of the Consent Agenda as presented.

Motion approved 4-0.

V. Selectmen's Reports

None presented.

VI. Unfinished Business

A. Harbor Committee's Parking Subcommittee Interim Report

1 Harbor Committee Member Howard Motenko reported that the Harbor Committee
2 created a Parking Subcommittee. Members include Jim Black, Story Litchfield, Chris
3 Moore, Mr. Motenko, with Captain Dave Kerns, Harbormaster John Lemoine, Jim
4 Bright, and Donna Rees assisting in various rolls. The subcommittee's primary focus is
5 to ensure and improve parking for marina business. The subcommittee was created out
6 of concern regarding non-marina use and illegal overnight parking and the ability to
7 effectively enforce the rules.

8
9 The subcommittee is presenting the results of one year's worth of surveying the area.
10 They intend to survey this year as well, making it a two-year study, ending in 2023. Last
11 year more than 200 surveys were completed. Surveys were completed at various hours,
12 spanning mid-June to mid-September. Additionally, the subcommittee took pictures of
13 some of what they observed, including bike tour groups in the marina without
14 permission, vehicles parking across spaces, trailer parking and overnight parking. Mr.
15 Motenko shared the information found so far.

16
17 A few improvements have already been identified;

- 18 - road striping for the Farmer's Market parking area
- 19 - better signage
- 20 - overnight parking permits issued through the Harbormaster's office and banning
21 overnight parking for Cranberry Island residents, outside of their own designated lot
- 22 - parking enforcement; the new parking permitting system should better enable
23 enforcement
- 24 - better monitoring of the various types of parking occurring in the marina lots

25
26 A final report will be presented in 2023.

27
28 Chair Macauley asked about enforcement. At this point enforcement would likely have
29 to come from a combination of the Harbormaster and the Police. Harbormaster Lemoine
30 concurred. He noted that Police Chief Willis has been helpful in addressing the
31 unauthorized bike tour groups.

32
33 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, acceptance of the
34 Harbor Committee's Parking Subcommittee Interim Report with thanks.

35 Motion approved 4-0.

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37 **VII. New Business**

38 *A. Public Space Special Event Application – Girl Scout Troop 1368 Car Wash Northeast*
39 *Harbor Village Green, August 6, 2022*

40 Town Manager Lunt reported that a number of possible locations to hold the event
41 have been considered.

42
43 Harbormaster Lemoine did not believe the Village Green was the best space for a car
44 wash. In August, parking lots are likely to be full. Additionally, he worried about the
45 impact of the water use on the irrigation system to which the water is connected.

1 Ms. Dudman and Mr. Wood agreed the site requested was not ideal.

2
3 Applicant Brittney Wood stated she was open to any date or location suggested. The
4 Girl Scouts would pay for the water use if necessary.

5
6 Alternative suggestions included on Route 102, across from the Somesville One Stop
7 or the high school. Signs could be put up directing drivers to the event. At one of
8 these other sites, permission from the Town would not be required.

9
10 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval of Public
11 Space Special Event Application – Girl Scout Troop 1368 Car Wash Northeast
12 Harbor Village Green, August 6, 2022, as presented.
13 Motion denied, 0-4 (all opposed).

- 14
15 *B. Request authorization to bid out the construction of (2) 60' aluminum ramps for the*
16 *North and Public Dock entrances. The Northeast Harbor CIP #6410100-24680 has a*
17 *balance of \$99,381.54*

18 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, authorization to bid
19 out the construction of (2) 60' aluminum ramps for the North and Public Dock
20 entrances. The Northeast Harbor CIP #6410100-24680 has a balance of \$99,381.54,
21 as presented.
22 Motion approved 4-0.

- 23
24 *C. Consideration of the purchase of a model year 2024 plow truck and chassis from*
25 *Daigle & Houghton for \$98,000 using funds from the Public Works Equipment*
26 *Reserve account number 4050100-24500 with a current balance of approximately*
27 *\$220,616 leaving a balance of approximately \$122,616 in the account if the purchase*
28 *is approved.*

29 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval of the
30 purchase of a model year 2024 plow truck and chassis from Daigle & Houghton for
31 \$98,000 using funds from the Public Works Equipment Reserve account number
32 4050100-24500 with a current balance of approximately \$220,616 leaving a balance
33 of approximately \$122,616 in the account if the purchase is approved, as presented.
34 Motion approved 4-0.

- 35
36 *D. Consideration of authorizing Public Works Director Tony Smith to execute all*
37 *documents necessary to facilitate the purchase of the truck and chassis on behalf of*
38 *the Town.*

39 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, authorizing Public
40 Works Director Tony Smith to execute all documents necessary to facilitate the
41 purchase of the truck and chassis on behalf of the Town, as presented.
42 Motion approved 4-0.

- 43
44 *E. Consideration of awarding the Town's FY-23 paving contract to Northeast Paving*
45 *in the amount of \$392,031 for paving work on Indian Point Road, Farnham's Way,*
46 *and Sydney's Way to be paid for using funds from the Public Works Department*

1 *appropriations paving budget Account Number 1550100-53250 leaving \$17,969 in*
2 *budget.*

3 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, awarding the
4 Town's FY-23 paving contract to Northeast Paving in the amount of \$392,031 for
5 paving work on Indian Point Road, Farnham's Way, and Sydney's Way to be paid
6 for using funds from the Public Works Department appropriations paving budget
7 Account Number 1550100-53250 leaving \$17,969 in budget, as presented.

8 Motion approved 4-0.

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10 F. *As in the past, authorize Public Works Director Tony Smith to expend the*
11 *remaining budget balance of \$17,969 in the best interests of the Town to pay for,*
12 *for example, any increase in the amount of pavement used by the contractor should*
13 *the bid quantities be exceeded due to the existing condition of the road surfaces, an*
14 *increase in liquid asphalt costs based on the escalator clause or, paving another*
15 *yet to be identified location.*

16 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, authorizing Public
17 Works Director Tony Smith to expend the remaining budget balance of \$17,969 in
18 the best interests of the Town to pay for, for example, any increase in the amount of
19 pavement used by the contractor should the bid quantities be exceeded due to the
20 existing condition of the road surfaces, an increase in liquid asphalt costs based on
21 the escalator clause or, paving another yet to be identified location. As presented.

22 Motion approved 4-0.

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24 G. *Consideration of authorizing Northeast Paving to commence paving July 19, 2022,*
25 *to be completed within seven (7) working days.*

26 Director Smith reported that Northeast Paving will not be able to get the necessary
27 bonds before July 19, 2022. They expect to start the 25th.

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29 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, authorizing
30 Northeast Paving to commence paving as soon as possible upon receipt of the
31 Performance Bonds, on or after July 19, 2022, and to be completed within seven (7)
32 working days of paving commencement, as presented.

33 Motion approved 4-0.

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35 H. *Consideration of authorizing Public Works Director Tony Smith to sign the contract*
36 *with Northeast Paving on behalf of the Town.*

37 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, authorizing Public
38 Works Director Tony Smith to sign the contract with Northeast Paving on behalf of
39 the Town, as presented.

40 Motion approved 4-0.

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42 **VIII. Other Business** *(Addendum items may be considered at the Selectboard's discretion via majority vote to do so under Other*
43 *Business or out of order.)*

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

45 None presented.

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IX. Treasurer's Warrants

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

Town Invoices	AP2306	07/19/22	\$521,458.12
Total			\$521,458.12

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval and signature of Treasurer's Warrant as shown above.
Motion approved 4-0.

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

State Fees & PR Benefits	AP#2304	07/7/2022	\$27,763.25
	AP#2305	07/13/22	\$40,510.33
Town Payroll	PR#2301	07/08/22	\$162,958.17
Total			\$231,231.75

MOTION: Ms. Dudman moved, with Mr. Wood seconding, approval of signed Treasurer's Payroll, State Fees, and PR Benefit Warrants as shown above.
Motion approved 3-0-1 (Littlefield in Abstention).

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

School Invoices	#1	07/13/22	\$208,459.82
	#1	07/08/22	\$65,437.32
Total			\$273,897.14

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, acknowledgement of Treasurer's School Board/AP Payroll Warrants as shown above.
Motion approved 4-0.

Grand Total			\$1,026,587.01
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X. Adjournment

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, to adjourn.
Motion approved 4-0.

The Meeting adjourned at 7:05PM.

Respectfully submitted,



Geoff Wood