

**Town of Mount Desert
Selectboard Minutes
October 16, 2023**

Board Members Present: Rick Mooers, Chair John Macauley, Martha Dudman, Wendy Littlefield, Geoffrey Wood

Town Officials Present: Tax Assessor Kyle Avila, Town Manager Durlin Lunt, Town Clerk Claire Woolfolk, Finance Clerk Lisa Young, Fire Chief Mike Bender, Public Works Director Brian Henkel

Members of the Public were also present.

I. Call to order at 6:30 p.m.

Chair Macauley called the Meeting to order at 6:30p.m.

II. Minutes

A. Approval of minutes from October 2, 2023 meeting

MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, approval of the October 2, 2023 Minutes as presented.

Motion approved 5-0.

III. Appointments/Recognitions/Resignations

A. Appointment of Justin Kelley as Mechanical Equipment Operator (MEO II) at an hourly rate of \$26.24 per hour

MOTION: Ms. Dudman moved, with Mr. Mooers seconding, appointment of Justin Kelley as Mechanical Equipment Operator (MEO II) at an hourly rate of \$26.24 per hour as presented.

It was confirmed the position was adequately posted.

Motion approved 5-0.

B. Request appointment of Jonathon Zumwalt as Full-time Firefighter/EMT at the probationary base rate of \$27.56, effective August 14, 2023

MOTION: Ms. Dudman moved, with Mr. Mooers seconding, appointment of Jonathon Zumwalt as Full-time Firefighter/EMT at the probationary base rate of \$27.56, effective August 14, 2023 as presented.

Motion approved 5-0.

C. Appointment of Carrie Eason as Warden for the November 7, 2023 State Election

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, appointment of Carrie Eason as Warden for the November 7, 2023 State Election as presented.

Motion approved 5-0.

1 **IV. Consent Agenda**

- 2 *A. Thank you notes from Hancock County SPCA and Mount Desert Chamber of Commerce*
3 *B. Hancock County Commissioners Special Meeting Minutes from September 27, 2023*

4 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, acceptance of the Consent Agenda
5 as presented.

6 Motion approved 5-0.
7

8 **V. Selectboard's Reports**

9 Ms. Littlefield inquired about the paving going on in Town. Public Works Director Henkel
10 reported Oak Hill Road, a portion of Beech Hill Road, and a portion of Joy Road are being
11 paved. Whitney Farm Road was paved in the recent past.
12

13 **VI. Unfinished Business**

- 14 *A. Public Space Special Event Application –Garden Club of Mount Desert – Tracy Combs; Seal*
15 *Harbor Village Green; Saturday, July 27, 2024 10am – 4:00 pm; to include parking plan*
16 Technical Difficulties forced discussion to occur later in the Meeting.
17

18 The Board reviewed the Application.
19

20 Ms. Combs noted that changes to the venue logistics included creating two different tour times,
21 in the morning and in the afternoon. This change will significantly smooth out the traffic flow.
22 If the Seal Harbor Library were to use a larger tent for their book sale, the Garden Club might be
23 interested in working with them, but it had not been discussed. Ms. Combs noted there will be
24 limited parking available at each of the houses, as available, on the tour.
25

26 MOTION: Ms. Dudman moved, with Mr. Mooers seconding, approval of Public Space Special
27 Event Application – Garden Club of Mount Desert – Tracy Combs; Seal Harbor Village Green;
28 Saturday, July 27, 2024 10am – 4:00 pm; to include parking plan as presented.
29 Motion approved 5-0.
30

- 31 *B. Sign contract with Harris Local Government for Government Window-Online payments;*
32 *service will benefit customers paying via credit card – details to be presented at selectboard*
33 *meeting*

34 Finance Clerk Young explained this service will lower the cost to pay bills online and can accept
35 echecks. Changing interest rate percentages will be easier as well. Recurring payments and
36 accounts can be created in the system. The contract will allow the Town to lock in at today's
37 rates. Implementation will be coordinated with the Trio upgrade, and will likely occur before
38 summer of 2024. Tutorials for the public will be available.
39

40 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, approval and signature of
41 contract with Harris Local Government for Government Window-Online payments; service will
42 benefit customers paying via credit card – details to be presented at selectboard meeting as
43 presented.
44 Motion approved 5-0.
45
46

1 *C. Dates for Third Party Funding Request application review*

2 Town Clerk Woolfolk noted the form needs to be finalized for the website. After some
3 discussion, the beginning of February was agreed on as the third-party submission deadline, with
4 February 26, 2024 being the date to review requests. Clerk Woolfolk suggested the 26th could
5 also be the second Selectboard meeting that month.

6
7 Clerk Woolfolk noted that without moving any other third-party requests to the MOU process,
8 there are approximately 30 third-party requesters. If more were moved to the MOU process that
9 number would decrease. And there are usually a few requesters that don't request.

10
11 Applications are usually due at the beginning of February.

12
13 MOTION: Ms. Dudman moved, with Mr. Wood seconding, scheduling the third-party request
14 discussion for February 26, 2024, and using the February 26th meeting in place of the standard
15 February 20, 2024 Selectboard Meeting.

16 Motion approved 5-0.

17
18 *D. Review location for November 6 selectboard meeting (venue change for election)*

19 Town Manager Lunt suggested the meeting be Zoom-only for members of the public.
20 Selectboard Members and Town Personnel could meet in the conference room. Or the meeting
21 could be moved to another venue, such as the library.

22
23 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, to hold the November 6, 2023
24 Meeting via Zoom only for the public, with Board Members and personnel in the conference
25 room.

26 Motion approved 5-0.

27
28 **VII. New Business**

29 *A. 2024 Interim Revaluation Real Estate Adjustments*

30 Tax Assessor Avila reported that another re-evaluation will be necessary. Property sales prices
31 are rising at an unprecedented rate throughout the Town, and across the state and coast as well.
32 Assessor Avila is trying to stay proactive in keeping assessments in line. Adjustments haven't
33 been finalized; Assessor Avila is still collecting data. Work is occurring on property values, and
34 Assessor Avila intends to work on values in February/March of 2024, sending notice in time for
35 discussions with landowners, and commitment in Summer, 2024. Valuations will go up at a
36 variable rate, depending on what village the property is in and the type of property. It won't be
37 an across-the-board increase. He noted historically a 1-2% increase was normal in a year; rates
38 have increased 30% over the past two years.

39
40 *B. Consideration to release up to \$45,000.00 from the Fire Equipment Reserve account, #*
41 *4040300-24471, and authorize the Fire Chief to use such funds for the purpose of purchasing*
42 *structural firefighting gear*

43 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, to release up to \$45,000.00 from
44 the Fire Equipment Reserve account, # 4040300-24471, and authorize the Fire Chief to use such
45 funds for the purpose of purchasing structural firefighting gear as presented.

46 Motion approved 5-0.

1 **VIII. Other Business**

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

3 There was no Other Business.

5 **IX. Treasurer's Warrants**

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

Town Invoices	AP#2425	10/4/2023	\$1,196,001.88
Total			\$1,196,001.88

7 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, approval and signature of
 8 Treasurer's Warrant as shown above.

9 Motion approved 5-0.

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

State Fees & PR Benefits	AP#2422	10/4/2023	\$4,751.88
	AP#2424	10/12/2023	\$74,333.51
Town Payroll	PR#2409	10/13/2023	\$158,348.28
Total			\$237,433.67

12 MOTION: Mr. Wood moved, with Ms. Dudman seconding, approval of Signed Treasurer's
 13 Payroll, State Fees, & PR Benefit Warrants as shown above.

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

17 C. *Acknowledge Treasurer's Town Voided Disbursements & School Board AP/Payroll
 Warrants as shown below:*

School Invoices	AP#4	10/4/2023	\$74,339.68
School Payroll	PR#8	10/13/2023	\$101,428.76
Voided Disbursements	V#2402	10/2/2023	-\$50,214.33
Reissue of Void	AP#2423	10/6/2023	50,214.33
Total			\$175,768.44

18 MOTION: Mr. Wood moved, with Ms. Dudman seconding, acknowledgment of Treasurer's
 19 Town Voided Disbursements & School Board AP/Payroll Warrants as shown above.

20 Motion approved 5-0.

Grand Total			\$1,609,203.99
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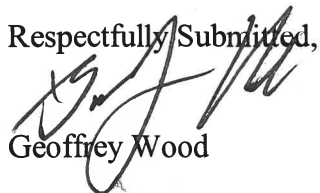
23 **X. Adjournment**

24 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, to adjourn.

25 Motion approved 5-0.

27 The Meeting adjourned at 6:59 p.m.

29 Respectfully Submitted,

30 
 31
 32 Geoffrey Wood