

1 **Town of Mount Desert**
2 **Board of Selectmen Regular & Organizational Meeting**
3 **Meeting Minutes**
4 **TUESDAY, May 2, 2023**
5

6 Selectboard Members Present: Chair John Macauley, Vice-chair Wendy Littlefield, Rick
7 Mooers, Martha Dudman, Secretary Geoffrey Wood
8

9 Town Officials Present: Town Manager Durlin Lunt, Town Clerk Claire Woolfolk,
10 Finance Director Jake Wright
11

12 **I. Call to order immediately following Town Meeting.**
13 Chairman Macauley called the meeting to order at 8:28 p.m.
14

15 **II. Minutes**

16 *A. Approval of minutes from April 18, 2023 meeting*

17 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval of the Minutes
18 of April 18, 2023 as presented.

19 Motion approved 4-0-1 (Wood in abstention).
20

21 **III. Appointments/Recognitions/Resignations**

22 *None presented.*
23

24 **IV. Consent Agenda** *(These items are considered routine, and therefore, may be passed by the Selectmen in one*
25 *blanket motion. Board members may remove any item for discussion by requesting such action prior to consideration of*
26 *that portion of the agenda.)*

27 *A. Sustainability Committee Minutes March 16, 2023*

28 *B. MDOT Report on Somes Pond*

29 *C. Hancock County Commissioners Meeting Minutes from April 4, 2023*

30 MOTION: Mr. Mooers moved, with Mr. Wood seconding, acceptance of the Consent
31 Agenda as presented.

32 Motion approved 5-0.
33

34 **V. Selectboard's Reports**

35 It was suggested to elect the slate of officers for the upcoming year under Selectboard
36 Reports:

37 Chairman: John Macauley

38 Vice Chair: Wendy Littlefield

39 Secretary: Geoffrey Wood

40 Selectboard members: Martha Dudman and James Mooers
41

42 MOTION: Ms. Dudman moved, with Mr. Mooers seconding, the same slate as the prior
43 year.

44 Motion approved 5-0.
45
46

1 **VI. Unfinished Business**

2 *None presented.*

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4 **VII. New Business**

5 *A. Dobbs Productions Inc. Request to Use Public Access Channel 1301 for*
6 *summer 2023 and winter 2024*

7 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, approval of the request by
8 Dobbs Productions Inc. to Use Public Access Channel 1301 for summer 2023 and winter
9 2024.

10 Motion approved 5-0.

11
12 *B. Annual Policy on Treasurer's Disbursement Warrants for Employee Wages*
13 *and Benefits*

14 MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, approval of Annual
15 Policy on Treasurer's Disbursement Warrants for Employee Wages and Benefits, as
16 presented.

17 Motion approved 5-0

18
19 *C. Annual Policy on Treasurer's Disbursement Warrants for State Fees*

20 MOTION: Mr. Mooers moved, with Ms. Littlefield seconding, approval of Annual
21 Policy on Treasurer's Disbursement Warrants for State Fees, as presented.

22 Motion approved 5-0.

23
24 *D. Annual Policy on Disbursement of Municipal Education Costs*

25 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, approval of Annual
26 Policy on Disbursement of Municipal Education Costs, as presented.

27 Motion approved 5-0.

28
29 *E. Annual Policy on Application of Payments to Unpaid Taxes*

30 MOTION: Ms. Dudman moved, with Mr. Mooers seconding, approval of Annual Policy
31 on Application of Payments to Unpaid Taxes, as presented.

32 Motion approved 5-0.

33
34 *F. Annual Policy on Reimbursement (Code Enforcement Officer Permits)*

35 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, approval of Annual Policy
36 on Reimbursement (Code Enforcement Officer Permits), as presented.

37 Motion approved 5-0.

38
39 *G. Annual Policy Authorizing Town Manager and his Designee to sign BYOB*
40 *and Off-premises Catering Liquor License Applications on behalf of the*
41 *Municipal Officers*

42 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, approval of Annual Policy
43 Authorizing Town Manager and his Designee to sign BYOB and Off-premises Catering
44 Liquor License Applications on behalf of the Municipal Officers, as presented.

45 Motion approved 5-0.

46

1 *H. Annual Approval of Town Counsel*

2 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, annual approval of Town
3 Counsel, as presented.

4 Motion approved 5-0.

5
6 *I. Consider authorizing the Town Manager to sign the Cranberry Isles parking
7 lease agreement on behalf of the Town of Mount Desert*

8 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, authorization for the
9 Town Manager to sign the Cranberry Isles parking lease agreement on behalf of the
10 Town of Mount Desert.

11 Motion approved 5-0.

12
13 *J. Consider authorizing the Town Manager to sign all future Ticket Sales and
14 Chamber of Commerce lease agreements on behalf of the Town of Mount
15 Desert*

16 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, authorization for the Town
17 Manager to sign all future Ticket Sales and Chamber of Commerce lease agreements on
18 behalf of the Town of Mount Desert

19 Motion approved 5-0.

20
21 *K. Consider authorizing the Town Manager to sign all future Neighborhood
22 House municipal pool agreements on behalf of the Town of Mount Desert*

23 Ms. Dudman moved, with Mr. Wood seconding, authorization for the Town Manager to
24 sign all future Neighborhood House municipal pool agreements on behalf of the Town of
25 Mount Desert.

26 Motion approved 5-0.

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

30 *None presented.*

31
32 **IX. Treasurer's Warrants**

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

Town Invoices	AP#2371	5/3/2023	\$318,643.51
Total			\$318,643.51

34 MOTION: Mr. Mooers moved, with Mr. Wood seconding, approval and signature of the
35 Treasurer's Warrant as shown above. Motion approved 5-0.

36
37 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants as
38 shown below:*

State Fees & PR Benefits	AP#2368	4/20/2023	\$3,395.28
	AP#2369	4/26/2023	\$4,443.64
Town Payroll	PR#2325	4/28/2023	\$153,232.94
Total			\$161,071.86

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

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

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C. Acknowledge Treasurer's Town Voided Disbursements & School Board

4

AP/Payroll Warrants as shown below:

School Invoices			
School Payroll	PR#22	4/28/2023	\$178,937.94
Voided Disbursements	V#2310	4/25/2023	-\$6,244.00
	AP#2370	4/25/2023	\$6,244.00
Total			\$178,937.94

MOTION: Ms. Dudman moved, with Mr. Wood seconding, acknowledgement of Treasurer's School Board Payroll and Voided Disbursements Warrants as shown above. Motion approved 5-0.

Grand Total			\$658,653.31
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X. Adjournment

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MOTION: Mr. Mooers moved, with Ms. Dudman seconding, to adjourn.

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Motion approved 5-0.

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The Meeting adjourned at 8:33PM.

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Respectfully submitted,


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Geoffrey Wood, Secretary