

**Town of Mount Desert  
Selectboard Minutes  
June 5, 2023**

**Board Members Present:** Martha Dudman, Rick Mooers, Geoffrey Wood, Vice Chair Wendy Littlefield

Chair John Macauley was not in attendance.

**Town Officials Present:** Tax Assessor Kyle Avila, Finance Director Jake Wright, Town Manager Durlin Lunt, Town Clerk Claire Woolfolk, 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.**

Vice Chair Littlefield called the Meeting to order at 6:30PM.

**II. Minutes**

*A. Approval of minutes from May 15, 2023 meeting*

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, approval of the May 15, 2023 Minutes as presented.

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

**III. Appointments/Recognitions/Resignations**

*A. Request appointment of Cynder Johnson as per diem FF/EMT at a base rate of \$25.97 with an effective date of June 6, 2023*

MOTION: Mr. Mooers moved, with Mr. Wood seconding, appointment of Cynder Johnson as per diem FF/EMT at a base rate of \$25.97 with an effective date of June 6, 2023 as presented.

Motion approved 4-0.

*B. Accept resignation of William Renault as on-call Firefighter, effective May 2, 2023*

MOTION: Mr. Mooers moved, with Mr. Wood seconding, acceptance of the resignation of William Renault as an on-call Firefighter, effective May 2, 2023, with regret.

Motion approved 4-0.

*C. Accept resignation of Gregory Theriault as on-call Firefighter, effective May 10, 2023*

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, acceptance of the resignation of Gregory Theriault as an on-call Firefighter, effective May 10, 2023, with regret.

Motion approved 4-0.

**IV. Consent Agenda**

*A. Department Reports: Highway, Buildings & Grounds, and Solid Waste*

*B. Investment Committee minutes from November 2, 2022 meeting*

*C. Investment Committee minutes from February 8, 2023 meeting*

- 1 D. *Shellfish Committee minutes from March 30, 2023 meeting*
- 2 E. *Acadia Disposal District (ADD) FY-24 draft budget and explanatory memo*
- 3 F. *Hancock County Commissioners Meeting Minutes from May 2, 2023*

4 Mr. Mooers noted that Item D, Shellfish Committee Minutes, notes the Committee worked with  
5 DEP representatives. He noted water quality testing in Seal Harbor was last done in 2016. He  
6 hoped the Board would remain mindful and diligent about testing, to ensure water quality and  
7 clam sustainability.

8  
9 Clerk Woolfolk reported the Shellfish Committee met on June 1. It was attended via Zoom by  
10 both the DMR and DEP. More water quality testing was agreed to. With regard to Gilpatrick  
11 Cove and other shore areas, improvement has been seen in the water quality since the last testing.  
12 Clerk Woolfolk noted the next meeting is scheduled for November.

13  
14 It was noted there are likely still a small number of archaic septic systems. These systems are  
15 regulated by the State.

16  
17 MOTION: Ms. Dudman moved, with Mr. Mooers seconding, acceptance of the Consent Agenda  
18 as presented.  
19 Motion approved 4-0.

20  
21 **V. Selectboard's Reports**

22 None.

23  
24 **VI. Unfinished Business**

- 25 A. *Review bids received for financing of projects approved at the 2023 Annual Town Meeting*  
26 *consistent with the requirements identified in articles 38 through 43 and associated*  
27 *disclosures in a total principal amount of \$2,550,000*

28 Finance Director Wright reported the bids were received too late to include in the Selectboard  
29 Meeting packets. A 20-year bond was requested in the original solicitation letter. Director  
30 Wright stated that informal estimates for a 2-year Bond Anticipation Notes were also received  
31 from the institutions that submitted responses to the formal solicitation of 20-year bond rates to  
32 determine if it was worthwhile to open up the formal solicitation process to include requests for  
33 Bond Anticipation Note rates. In comparing the formal 20-year bond rates received to the  
34 informal BAN estimates, it was Director Wright's opinion that the difference was minimal and  
35 not worth expanding the solicitation process. Director Wright recommended that, if the  
36 Selectboard was in agreement that formal requests of BAN rates were unnecessary, a 20-year  
37 Bond be issued with BHBT at their proposed rate of 5.48%. Upon hearing no disagreement from  
38 the Selectboard, Director Wright stated that he would prepare all necessary disclosures,  
39 resolutions, and documents to accomplish the issuance at the next meeting.

40  
41 MOTION: Mr. Mooers moved, with Mr. Wood seconding, to table Item A until the next  
42 meeting when the issue can be formalized.

43 Motion approved 3-0-1 (Dudman in Abstention).

44

1 B. Consider modifying 8/2/21 authorization to purchase a new International truck and chassis  
2 from Daigle & Houghton from \$85,400 to \$90,520 due to delay and corresponding changes  
3 in material cost

4 Public Works Director Henkel reported the truck was ordered and the Town is in the queue for  
5 receiving the truck. It's taken time to receive the equipment and prices have since gone up.  
6 Rebidding the purchase would likely result in a larger increase.

7  
8 MOTION: Mr. Wood moved, with Ms. Dudman seconding, modifying 8/2/21 authorization to  
9 purchase a new International truck and chassis from Daigle & Houghton from \$85,400 to  
10 \$90,520 due to delay and corresponding changes in material costs as presented.

11 Motion approved 4-0.

12  
13 **VII. New Business**

14 A. Mandy Fountaine/DBA Abel's Lobster Pound (On The Shore, LLC) 13 Abels Lane Mount  
15 Desert request for Liquor License Renewal

16 MOTION: Ms. Dudman moved, with Mr. Mooers seconding, approval of Mandy  
17 Fountaine/DBA Abel's Lobster Pound (On The Shore, LLC) 13 Abels Lane Mount Desert  
18 request for Liquor License Renewal, as presented.

19  
20 Mr. Wood inquired about whose responsibility it is to fully review each of these applications.  
21 Clerk Woolfolk reported the Town Office reviews the applications, to be sure there are no  
22 changes from the previous year. If there are no changes, the application is presented to the  
23 Board for consideration.

24  
25 Mr. Wood noted the applications are filled out with a wide variety of detail and clarity. Clerk  
26 Woolfolk noted the State has the ultimate approval of the license. Town approval confirms the  
27 Town has no concerns with the license.

28  
29 Motion approved 4-0.

30  
31 B. Scott Cole/14 Sea Street. LLC/DBA The Docksider 14 Sea Street, Northeast Harbor request  
32 for Liquor License Renewal

33 MOTION: Ms. Dudman moved, with Mr. Wood seconding, approval of Scott Cole/14 Sea  
34 Street. LLC/DBA The Docksider 14 Sea Street, Northeast Harbor request for Liquor License  
35 Renewal as presented.

36  
37 Mr. Mooers noted that the Application states the establishment is 2 miles from the elementary  
38 school. The distance is actually less than a mile. Mr. Wood noted the income on the application  
39 states the business made less than \$15,000 in food. Ms. Littlefield believed the owners had  
40 purchased the business last year and opened late due to renovations they made. Clerk Woolfolk  
41 promised to make a note of the issues, so when they come for their application, they can amend it  
42 for the State. Mr. Mooers wanted to be sure the Board was approving a complete and accurate  
43 application before its submittal to the State.

44

1 MOTION: Mr. Mooers moved, with Mr. Wood seconding, approval of Scott Cole/14 Sea Street.  
2 LLC/DBA The Docksider 14 Sea Street, Northeast Harbor request for Liquor License Renewal,  
3 contingent upon amendments as suggested by the Board.  
4 Motion approved 4-0.

5  
6 *C. Dawnland, LLC d/b/a Jordan Pond House 2928 Park Loop Rd, Seal Harbor request for*  
7 *Liquor License Renewal*

8 MOTION: Mr. Mooers moved, with Mr. Wood seconding, approval of Dawnland, LLC d/b/a  
9 Jordan Pond House 2928 Park Loop Rd, Seal Harbor request for Liquor License Renewal as  
10 presented.  
11 Motion approved 4-0.

12  
13 *D. Public Space Special Event Application – Mount Desert Sustainability Committee Sports*  
14 *Equipment SWAP – July 8, 2023, Northeast Harbor Village Green*

15 MOTION: Ms. Dudman moved, with Mr. Wood seconding, approval of Public Space Special  
16 Event Application – Mount Desert Sustainability Committee Sports Equipment SWAP – July 8,  
17 2023, Northeast Harbor Village Green as presented.  
18 Motion approved 4-0.

19  
20 *E. Public Space Special Event Application – Mount Desert Sustainability Committee Tool*  
21 *SWAP – August 12, 2023, Northeast Harbor Village Green*

22 MOTION: Mr. Wood moved, with Mr. Mooers seconding, approval of Public Space Special  
23 Event Application – Mount Desert Sustainability Committee Tool SWAP – August 12, 2023,  
24 Northeast Harbor Village Green as presented.  
25 Motion approved 4-0.

26  
27 *F. Consider a \$10.00 processing fee for BYOB, Off-Premises Catering, and Taste Testing, and*  
28 *the like liquor license applications*

29 Clerk Woolfolk reported the Town receives 6 to 7 of these applications per year. The fee is in  
30 keeping with other types of business licenses the Town issues.

31  
32 MOTION: Mr. Wood moved, with Mr. Mooers seconding, approval of a \$10.00 processing fee  
33 for BYOB, Off-Premises Catering, and Taste Testing, and the like liquor license applications as  
34 presented.  
35 Motion approved 4-0.

36  
37 *G. Consideration of authorizing the sale of the surplus equipment on behalf of the Fire*  
38 *Department by the competitive bid process*

39 MOTION: Mr. Mooers moved, with Mr. Wood seconding, authorizing the sale of surplus  
40 equipment on behalf of the Fire Department by the competitive bid process as presented.  
41 Motion approved 4-0.

42  
43 *H. Consideration of authorizing the Fire Chief to determine the acceptance or rejection of bids*  
44 *and disposal of items that do not sell on behalf of the Town*

1 MOTION: Mr. Wood moved, with Mr. Mooers seconding, authorizing the Fire Chief to  
2 determine the acceptance or rejection of bids and disposal of items that do not sell on behalf of  
3 the Town as presented.

4  
5 Mr. Mooers inquired about the fate of the fire vehicle with the cracked frame. Chief Bender did  
6 not believe it was in any condition to be safely used. Someone might be willing to purchase it  
7 for the motor or water pump, which are usable.

8  
9 Motion approved 4-0.

10  
11 *I. Consideration of accepting an unconditional gift from the First National Bank to the Mount  
12 Desert Fire Department in the amount of \$200.00 in recognition of National EMS Week, May  
13 21-27, 2023*

14 MOTION: Mr. Mooers moved, with Mr. Wood seconding, accepting an unconditional gift from  
15 the First National Bank to the Mount Desert Fire Department in the amount of \$200.00 in  
16 recognition of National EMS Week, May 21-27, 2023 as presented and with thanks.

17 Motion approved 4-0.

18  
19 *J. Consider authorization of solicitation of bids for a laddered maturity portfolio of CDs,  
20 treasury bonds, US Government agency obligations, and/or similar investments with  
21 maturities from 3 to 6 months and \$5,000,000 initial investment after substantial tax  
22 collection in fiscal year 2024, as recommended by the Investment Committee*

23 MOTION: Mr. Mooers moved, with Mr. Wood seconding, authorization of solicitation of bids  
24 for a laddered maturity portfolio of CDs, treasury bonds, US Government agency obligations,  
25 and/or similar investments with maturities from 3 to 6 months and \$5,000,000 initial investment  
26 after substantial tax collection in fiscal year 2024, as recommended by the Investment  
27 Committee as presented.

28  
29 Director Wright reported it was a conservative cashflow estimate. The numbers were scaled  
30 down to test the model and may be increased if it proves advantageous to the Town.

31  
32 Motion approved 3-0-1 (Dudman in Abstention).

33  
34 *K. Consider authorization of \$100,000 to be used from the Capital Gains Reserve Account  
35 #400-24202 to reduce the 2023 – 2024 tax commitment in accordance with article 54 passed  
36 at the 2023 Annual Town Meeting*

37 MOTION: Mr. Wood moved, with Ms. Dudman seconding, authorization of \$100,000 to be  
38 used from the Capital Gains Reserve Account #400-24202 to reduce the 2023 – 2024 tax  
39 commitment in accordance with article 54 passed at the 2023 Annual Town Meeting as  
40 presented.

41 Motion approved 4-0.

42  
43 *L. Review and approve entering into a contract with Maine State Bureau of Purchases to  
44 purchase bulk salt for deicing roadways*

45 MOTION: Mr. Mooers moved, with Mr. Wood seconding, approval of entering into a contract  
46 with Maine State Bureau of Purchases to purchase bulk salt for deicing roadways as presented.

1  
 2 Director Henkel reported it was a standard way to purchase. Mount Desert was one of many  
 3 Towns purchasing this way.

4  
 5 Motion approved 4-0.

6  
 7 *M. Review and approve contracts and purchasing for the replacement of 23 window in the Town*  
 8 *Office*

9 Director Henkel reported the Town put the window replacement out to bid in 2022 and received  
 10 no bids. Director Henkel has reached out to different companies for installation and painting,  
 11 and the Town will purchase the windows directly. He submitted the pricing of the various  
 12 companies. The work is expected to start after September 11.

13  
 14 MOTION: Mr. Dudman moved, with Mr. Wood seconding, approval of contracts and  
 15 purchasing for the replacement of 23 windows in the Town Office as presented.

16 Motion approved 4-0.

17  
 18 **VIII. Other Business**

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

20 No Other Business.

21  
 22 **IX. Treasurer's Warrants**

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

Town Invoices	AP#2378	06/06/2023	\$884,211.36
<b>Total</b>			<b>\$884,211.36</b>

24 MOTION: Mr. Mooers moved, with Mr. Wood seconding, approval and signature of  
 25 Treasurer's Warrant as shown above.

26 Motion approved 4-0.

27  
 28 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants as shown below:*

State Fees & PR Benefits	AP#2375	5/17/2023	\$3,286.94
	AP#2376	5/25/2023	\$95,458.85
	AP#2377	5/31/2023	\$5,563.48
Town Payroll	PR#2327	05/26/2023	\$144,964.02
<b>Total</b>			<b>\$249,273.29</b>

29 MOTION: Mr. Mooers moved, with Mr. Wood seconding, approval of Signed Treasurer's  
 30 Payroll, State Fees, & PR Benefit Warrants as shown above.

31 Motion approved 3-0-1 (Littlefield in Abstention).

32  
 33 *C. Acknowledge Treasurer's Town Voided Disbursements & School Board AP/Payroll*  
 34 *Warrants as shown below:*

School Invoices			
School Payroll	PR#24	5/26/2023	\$185,898.23

Voided Disbursements			
<b>Total</b>			<b>\$185,898.23</b>


1 MOTION: Mr. Mooers moved, with Mr. Wood seconding, acknowledgement of Treasurer's  
2 Town Voided Disbursements & School Board AP/Payroll Warrants as shown above.  
3 Motion approved 4-0.  
4

<b>Grand Total</b>			<b>\$1,319,382.88</b>
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6 **X. Adjournment**  
7 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, to adjourn.  
8 Motion approved 4-0.  
9

10 The Meeting Adjourned at 6:56PM  
11  
12  
13

14 Respectfully Submitted,

15   
16  
17  
18 Geoffrey Wood