

Town of Mount Desert
Selectboard Minutes
August 21, 2023

Board Members in Attendance: Chair John Macauley, Geoffrey Wood, Rick Mooers, Martha Dudman

Town Officials in Attendance: Town Manager Durlin Lunt, Finance Director Jake Wright, Tax Assessor Kyle Avila, Police Captain David Kerns, Town Clerk Claire Woolfolk, Public Works Director Brian Henkel, Fire Chief Mike Bender

Members of the Public were also in attendance.

I. Call to order at 6:00 p.m.

Chair Macauley called the meeting to order at 6:00PM.

II. Executive Session

A. Pursuant to 1 MRS§405(6)(E) Consultation between the Board and it's attorney concerning the rights and duties of the Board, in a pending Code Enforcement matter

B. Pursuant to 1 MRS§405(6)(A) Personnel Matters

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, to enter into Executive Session. Motion approved 4-0.

The Board entered Executive Session at 6:00PM.

MOTION: Mr. Mooers moved, with Mr. Wood seconding, leaving Executive Session. Motion approved 4-0.

The Board left Executive Session at 6:37PM

Chair Macauley announced that the Town would move forward with a hiring search for a new police chief.

III. Minutes

None presented

IV. Appointments/Recognitions/Resignations

A. Consider appointment of Allen Kimmerly to the Planning Board as an Alternate Member

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, appointment of Allen Kimmerly to the Planning Board as an Alternate Member.

Motion approved 4-0.

V. Consent Agenda

A. Treasurer's Report: 2nd Quarter 2023 (Apr-Jun) analysis of cash, cash equivalents, investments, reserves, and trust funds, unaudited

- B. *Tax levy and collection analysis for fiscal year ended June 30, 2023, unaudited*
- C. *Island Connections Thank You Letter*
- D. *Maine Municipal Association Workers Compensation Fund Dividend Payment*
- E. *Hancock County Commissioners Regular Meeting Minutes from August 1, 2023*
- F. *Repeal of the State of Maine Senior Stabilization Law*
- G. *Annual notification of disposal rate change from Eastern Maine Recycling*

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

Motion approved 4-0.

VI. Selectboard's Reports

Mr. Wood thanked Captain Kerns for the quick response regarding the issue of speeding in Somesville.

VII. Unfinished Business

A. Mental Health Liaison Position discussion

Captain Kerns reported discussing the issue with Finance Director Wright and Human Resources Manager Zack Harris. Contracting mental health liaison services was not proving feasible. The Town of Bar Harbor voted to create a hired position. This position will be hired by the Town of Bar Harbor to be shared with the Town of Mount Desert in a similar agreement as other positions have been shared.

B. Authorize G.F. Johnston and Associates, on behalf of the Town of Mount Desert, to solicit bids to repair approximately two hundred lineal feet of erosion to the Seal Harbor beach shoreline caused by a strong storm surge in 2020

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, authorizing G.F. Johnston and Associates, on behalf of the Town of Mount Desert, to solicit bids to repair approximately two hundred lineal feet of erosion to the Seal Harbor beach shoreline caused by a strong storm surge in 2020 as presented.

Motion approved 4-0.

C. Authorize Public Works Director, Brian Henkel, on behalf of the Town, to lease a new front-end loader from Beaugard Equipment in the amount of \$142,849.36 and to finance that lease through Gorham Savings Bank with lease payments being split evenly between the Public Works Equipment Reserve and the Highways yearly Loader Lease line

MOTION: Mr. Mooers moved, with Mr. Wood seconding, authorizing Public Works Director Brian Henkel, on behalf of the Town, to lease a new front-end loader from Beaugard Equipment in the amount of \$142,849.36 and to finance that lease through Gorham Savings Bank with lease payments being split evenly between the Public Works Equipment Reserve and the Highways yearly Loader Lease line as presented.

Motion approved 4-0.

VIII. New Business

A. Public Space Special Event Application – Mount Desert Sustainability Committee Tool SWAP – April 27, 2024, Northeast Harbor Village Green

MOTION: Ms. Dudman moved, with Mr. Wood seconding, approval of Public Space Special Event Application – Mount Desert Sustainability Committee Tool SWAP – April 27, 2024, Northeast Harbor Village Green as presented.
Motion approved 4-0.

Mr. Mooers noted the event could not take place on the same day as the Farmer’s Market. Clerk Woolfolk did not believe there was a conflict.

B. Public Space Special Event Application – Mount Desert Sustainability Committee Sports Equipment SWAP – June 1, 2024, Northeast Harbor Village Green

MOTION: Mr. Mooers moved, with Mr. Wood seconding, approval of Public Space Special Event Application – Mount Desert Sustainability Committee Sports Equipment SWAP – June 1, 2024, Northeast Harbor Village Green as presented.
Motion approved 4-0.

The date does not conflict with the Farmer’s Market.

C. Request approval to purchase a new Security Camera System from Omega Security Group for a total cost of \$7,989.00 to be split evenly between the PD Dispatch Equipment account #1440800-57400 and the Fire Department Building Repairs & Maintenance account #1440330-55200

MOTION: Mr. Wood moved, with Mr. Mooers seconding, approval to purchase a new Security Camera System from Omega Security Group for a total cost of \$7,989.00 to be split evenly between the PD Dispatch Equipment account #1440800-57400 and the Fire Department Building Repairs & Maintenance account #1440330-55200 as presented.
Motion approved 4-0.

D. Request authorization to solicit competitive bids for a FY24 cruiser purchase as part of the scheduled cruiser replacement

MOTION: Mr. Wood moved, with Mr. Mooers seconding, authorization to solicit competitive bids for a FY24 cruiser purchase as part of the scheduled cruiser replacement as presented.
Motion approved 4-0.

Captain Kerns reported that bids would be solicited for both gas and hybrid. The current vehicle will be used in trade unless another department requires it.

E. Office closure for Clerk’s Networking Day, September 12, 2023

MOTION: Mr. Mooers moved, with Mr. Wood seconding, approval of an office closure for Clerk’s Networking Day, September 12, 2023 as presented.
Motion approved 3-0.

- F. Review and consider adoption of official town-wide policies required to qualify for a premium discount on worker’s compensation through the Maine Municipal Association:*
- 1. Ergonomics Policy which includes a policy, Video Display Training, and Ergonomics checklist.*
 - 2. Incident Review Policy which includes a program statement and policy.*

3. *Lifting policy which includes a checklist.*
4. *PPE Policy which includes a policy and a hazard assessment checklist.*
5. *Return to Work Policy*
6. *Safety Committee Policy*
7. *Slip and Fall Prevention Policy*

Director Wright noted that these policies are already in place to a large extent. Official adoption of such policies allows the Town to ensure the necessary coverage specific to the different departments is in place and lowers the rates the Town pays for worker's compensation.

MOTION: Ms. Dudman moved, with Mr. Mooers seconding, adoption of official town-wide policies required to qualify for a premium discount on worker's compensation through the Maine Municipal Association, as listed.

Motion approved 4-0.

G. Authorize Public Works Director, Brian Henkel, on behalf of the Town, to execute a contract with G.F. Johnston & Associates for engineering services for improvements to three parking lots

MOTION: Mr. Mooers moved, with Mr. Wood seconding, authorizing Public Works Director Brian Henkel, on behalf of the Town, to execute a contract with G.F. Johnston & Associates for engineering services for improvements to three parking lots as presented.

Motion approved 4-0.

It was noted this will include the Seal Harbor lot.

H. Authorize Public Works Director, Brian Henkel, on behalf of the Town, to execute a contract with G.F. Johnston & Associates for design services for sidewalks in an amount not to exceed \$50,000

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, authorizing Public Works Director Brian Henkel, on behalf of the Town, to execute a contract with G.F. Johnston & Associates for design services for sidewalks in an amount not to exceed \$50,000 as presented.

Motion approved 4-0.

It was noted this is the Somesville project.

I. Authorize Public Works Director, Brian Henkel, on behalf of the Town, to execute a contract with G.F. Johnston & Associates for engineering services for improvements to the tennis and pickleball courts at the Northeast Harbor Village Green

MOTION: Mr. Mooers moved, with Mr. Wood seconding, authorizing Public Works Director Brian Henkel, on behalf of the Town, to execute a contract with G.F. Johnston & Associates for engineering services for improvements to the tennis and pickleball courts at the Northeast Harbor Village Green as presented.

Motion approved 4-0.

It was noted that work done to improve the courts will accommodate the courts' winter use for skating.

Work on the skating rink was not included in the Warrant Article under which this spending was approved. Additional fundraising is occurring for the skating rink.

J. Authorize Public Works Director, Brian Henkel, on behalf of the Town, to execute a contract with Olver Associates, Inc. for engineering services for replacement of the Babson Creek Bridge sanitary sewer line

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, authorizing Public Works Director Brian Henkel, on behalf of the Town, to execute a contract with Olver Associates, Inc. for engineering services for replacement of the Babson Creek Bridge sanitary sewer line as presented.

Motion approved 4-0.

K. Authorize Public Works Director, Brian Henkel, on behalf of the Town, to contract with Coastal Energy for #2 Heating Oil for Fiscal Year 2024 at a fixed price of \$3.08 per gallon

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, authorizing Public Works Director Brian Henkel, on behalf of the Town, to contract with Coastal Energy for #2 Heating Oil for Fiscal Year 2024 at a fixed price of \$3.08 per gallon as presented.

Motion approved 4-0.

IX. Other Business

A. Such other business as may be legally conducted

There was no Other Business.

X. Treasurer’s Warrants

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

Town Invoices	AP#2411	8/22/2023	\$1,652,294.46
Total			\$1,652,294.46

MOTION: Mr. Wood moved, with Mr. Mooers seconding, approval and signature of Signed 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#2409	8/8/2023	\$21,291.86
	AP#2410	8/15/2023	\$46,758.80
Town Payroll	PR#2405	8/18/2023	\$198,072.23
Total			\$266,122.89

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.

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

School Invoices			\$0
School Payroll	PR#4	8/18/2023	\$147,980.27

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

School Invoices			\$0
School Payroll	PR#4	8/18/2023	\$147,980.27
Voided Disbursements			\$0
Total			\$147,980.27

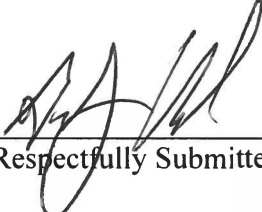
MOTION: Mr. Mooers moved, with Mr. Wood seconding, acknowledgement of Treasurer's Town Voided Disbursements & School Board AP/Payroll Warrants as shown above.
Motion approved 4-0.

Grand Total			\$2,066,397.62
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XI. Adjournment

MOTION: Ms. Dudman moved, with Mr. Wood seconding, to adjourn the meeting.
Motion approved 4-0.

The Meeting adjourned at 6:52PM.



Respectfully Submitted, Geoffrey Wood