

**Town of Mount Desert
Selectboard Minutes
November 20, 2023**

Board Members Present: Chair John Macauley, Martha Dudman, Rick Mooers, Geoff Wood

Board Member Wendy Littlefield was not in attendance.

Town Officials Present: Town Manager Durlin Lunt, Tax Assessor Kyle Avila, Fire Chief Mike Bender, Acting Police Chief Dave Kerns, 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 6:30 p.m.

II. Minutes

A. Approval of minutes from November 6, 2023 meeting

MOTION: Ms. Dudman moved, with Mr. Mooers seconding, approval of the Minutes of November 6, 2023 as presented.

Motion approved 4-0.

III. Appointments/Recognitions/Resignations

A. Consider appointment of Megan Bailey to the Comprehensive Planning Committee

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, appointment of Megan Bailey to the Comprehensive Planning Committee as presented.

Motion approved 4-0.

B. Consider appointment of Kathleen Miller to the Comprehensive Planning Committee

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, appointment of Kathleen Miller to the Comprehensive Planning Committee as presented.

Motion approved 4-0.

C. Request appointment of Gail Marshall as Regular Member of the Planning Board

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, accepting appointment of Gail Marshall as Regular Member of the Planning Board as presented.

Motion approved 4-0.

D. Accept resignation of Dave Ashmore from the LUZO Committee

MOTION: Mr. Mooers moved, with Ms. Dudman seconding, acceptance of resignation of Dave Ashmore from the LUZO Committee as presented.

Motion approved 4-0.

E. Accept resignation of Dave Ashmore from the Planning Board

1 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, acceptance of resignation of Dave
2 Ashmore from the Planning Board as presented.
3 Motion approved 4-0.
4

5 *F. Accept resignation of Thomas Wallace from the Mount Desert Fire Department as the*
6 *Assistant Fire Chief and On-Call Firefighter effective November 23, 2023.*

7 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, acceptance of resignation of
8 Thomas Wallace from the Mount Desert Fire Department as the Assistant Fire Chief and On-Call
9 Firefighter effective November 23, 2023 as presented and with thanks for his years of service.
10 Motion approved 4-0.
11

12 **IV. Consent Agenda**

13 *A. Hancock County Commissioners Special Meeting Minutes from October 17, 2023*

14 *B. Hancock County Budget Advisory Committee 2024 Budget Estimates Informational*
15 *Meeting – Tuesday, November 21, 2023*

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

20 **V. Selectboard's Reports**

21 Mr. Mooers inquired about the timeline for hiring a new police chief. Town Manager Lunt
22 reported that once Bar Harbor has approved Acting Chief Dave Kerns as the new Police Chief,
23 the Town of Mount Desert will follow suit.
24

25 Chair Macauley inquired about the Comprehensive Plan Committee member search. Ms.
26 Dudman suggested the application form be sent to those who attended the informational meeting.
27 Manager Lunt promised to follow up.
28

29 **VI. Unfinished Business**

30 *A. Location of 2024 Open Floor ATM*

31 Manager Lunt reported that Town Clerk Woolfolk recommends having the meeting at the
32 elementary school, in light of the potential for the meeting to attract high attendance numbers.
33 No vote was necessary for the venue. Manager Lunt reported the Town would reach out to the
34 school to get the date on their schedule.
35

36 **VII. New Business**

37 *A. Request authorization to release and approve the expenditure of funds not to exceed*
38 *\$60,437.47 from Police Department Capital Reserve account #4040100-24405. Funds will*
39 *purchase a 2023 Ford Police Interceptor from Quirk Auto Group, Augusta in the amount of*
40 *\$52,415.00 without a trade and an in-car camera system from Watchguard in the amount of*
41 *\$8,022.47 to be installed in this cruiser*

42 Chair Macauley noted there was no intent to trade a car in. Acting Chief Kerns reported such
43 vehicles have been kept in the past for use in other departments. The vehicle being replaced has
44 80,000 miles. Vehicles are usually sold when they hit 100,000 miles. He recommended keeping
45 the vehicle for now and trading it in at a later date. The car being purchased is a hybrid.
46

1 MOTION: Ms. Dudman moved, with Mr. Mooers seconding, authorization to release and
2 approve the expenditure of funds not to exceed \$60,437.47 from Police Department Capital
3 Reserve account #4040100-24405. Funds will purchase a 2023 Ford Police Interceptor from
4 Quirk Auto Group, Augusta, in the amount of \$52,415.00 without a trade and an in-car camera
5 system from Watchguard in the amount of \$8,022.47 to be installed in this cruiser as presented.
6 Motion approved 4-0.

7
8 *B. Consider approval of the creation of the position of "Foreman" within the Public Works*
9 *Department at the hourly rate of \$29.51 per hour and a six-month probationary rate of*
10 *\$29.56 per hour and inclusion of the position in the Collective Bargaining Agreement with*
11 *Teamsters Local 340*

12 Public Works Director Henkel clarified that \$31.06 was the hourly rate, with a probationary rate
13 of \$29.56. Such a position will be helpful in directing work and assisting the superintendent and
14 providing continuity if the superintendent is unavailable. Additionally, the position will be key
15 for plowing operations. Director Henkel reported a new position is not being created. The
16 position is being created internally, and there will not be a public search.

17
18 MOTION: Ms. Dudman moved, with Mr. Wood seconding, approval of the creation of the
19 position of "Foreman" within the Public Works Department at the hourly rate of \$31.06 per hour
20 and a six-month probationary rate of \$29.56 per hour and inclusion of the position in the
21 Collective Bargaining Agreement with Teamsters Local 340 as presented.

22 Motion approved 4-0.

23
24 *C. Consider authorization for the Fire Chief to sign and execute a Master Service Agreement*
25 *with Consolidated Communications, Inc. to install a fiber line to the Somesville fire station*
26 *for internet access*

27 MOTION: Mr. Mooers moved, with Ms. Dudman seconding, authorizing the Fire Chief to sign
28 and execute a Master Service Agreement with Consolidated Communications, Inc. to install a
29 fiber line to the Somesville fire station for internet access as presented.

30 Motion approved 4-0.

31
32 *D. Review of Capital Improvement Plan*

33 A review of the Capital Improvement Plan ensued. Manager Lunt noted this was only a draft. If
34 accepted, the Fire, Police, and Public Works portions of the budget presented would be fully
35 funded for the first time.

36
37 Acting Chief Kerns noted that the biggest adjustment for the Police CIP is the addition of cruiser
38 purchases to the CIP budget. There are increases in vehicle production costs as well. The Police
39 Department will likely hold off purchasing a cruiser next year, but the purchase the year after is
40 likely to be high. Vehicle replacement schedule for the police is a vehicle every three years.

41 Vehicles typically reach 35,000 miles per year. It's preferable to keep vehicles under 100,000
42 miles. Communications will remain the same. Chief Kerns acknowledged a fully funded CIP
43 account was more of a hit up front. Phasing some departments into full funding was considered
44 to lessen the impact.

45

1 Public Works Director Henkel reported vehicle/rolling stock accounts have been underfunded.
 2 This means when Public Works incurs a cost like the recent loader lease or the backhoe lease,
 3 funding must be split across several sources because the CIP is insufficient. Splitting the source
 4 funding makes it difficult to consider the decision carefully to make the best decision for the
 5 Town. Because of this the CIP amount for the Highway rolling stock has increased. He noted
 6 the changes to the CIP reflect revised replacement schedules. Equipment has historically been
 7 stretched beyond optimal use. He felt it better to rotate a piece of equipment out prior to its
 8 requiring expensive repairs. A shorter schedule also increases the CIP account. Director Henkel
 9 reiterated that the CIP budget presented is what is necessary to fully fund, but it doesn't have to
 10 be done in one increase. Now that a plan has been provided, the Town can work on determining
 11 how to fund it.

12
 13 Chief Bender reported the Fire Department CIP is also fully funded. The only major change in
 14 the Fire Department is an update to rolling stock based on the new fire truck expected to arrive in
 15 February 2024. IT equipment will be scheduled for replacement in seven years and tablets to be
 16 replaced in 5. He reported the box truck will be kept and used to carry tactical equipment.

17
 18 Manager Lunt reported that if the CIP were fully funded, it would be \$1,356,352.10. Last year,
 19 the account was approximately \$1,084,314.00. Essentially, an increase of slightly under
 20 \$300,000.00, which equals a little over one mil rate.

21
 22 **VIII. Other Business**

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

24 Chief Bender reported an Open House was scheduled for the Northeast Harbor Fire Station
 25 December 2 from 3 – 5 p.m. He reported a Somesville Fire Station Open House was still being
 26 scheduled; there were some final details in the building to be worked out first.

27
 28 **IX. Treasurer's Warrants**

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

Town Invoices	AP#2432	11/21/23	\$204,220.18
Total			\$204,220.18

30 MOTION: Ms. Dudman moved, with Mr. Wood seconding, approval and signature of
 31 Treasurer's Warrant as shown above.

32 Motion approved 4-0.

33
 34 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants as shown
 35 below:*

State Fees & PR Benefits	AP#2430	11/08/23	\$4,606.99
	AP#2431	11/15/23	\$46,377.58
Town Payroll	PR#2412	11/09/23	\$159,485.29
Total			\$210,469.86

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

38 Motion approved 4-0.

39

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

School Invoices			\$0
School Payroll	PR#10	11/10/23	\$96,778.62
Voided Disbursements			\$0
Total			\$96,778.62

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

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Grand Total			\$511,468.66
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8 **X. Adjournment**

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

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12 The Meeting adjourned at 6:57p.m.

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14
15 Respectfully Submitted,

16 
17
18

19 Geoffrey Wood