

**Town of Mount Desert
Selectboard Meeting Minutes**
Monday, June 21, 2021
Location: Zoom Meeting

This Meeting was held via remote access.

Selectboard Members Present: Assessor Kyle Avila, Finance Director Jake Wright, Public Works Director Tony Smith, Town Manager Durlin Lunt, Harbormaster John Lemoine

Town Officials Present: Chair John Macauley, Matt Hart, Martha Dudman, Geoff Wood, Wendy Littlefield

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 5:57PM.

II. Executive Session

A. Pursuant to 1. M.R.S. 405 (6) (D) Labor Negotiations

MOTION: Mr. Hart moved, with Ms. Littlefield seconding, to enter into Executive Session. Motion approved 5-0.

The Board entered into Executive Session at 5:57PM.

The Regular Meeting resumed at 6:30PM.

MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of the Contract as discussed in Executive Session.

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

III. Minutes

A. Approval of Minutes of May 27, 2021

MOTION: Mr. Hart moved, with Ms. Littlefield seconding, approval of the Minutes of May 29, 2021, as presented.

Motion approved 5-0.

IV. Appointments/Recognitions/Resignations

A. Appointment of Genya Grover as Assistant Harbormaster/Office Manager at a rate of \$23.38 per hour probationary rate and a 5% increase after successful completion of six-month probation period.

MOTION: Ms. Littlefield moved, with Mr. Hart seconding, appointment of Genya Grover as Assistant Harbormaster/Office Manager at a rate of \$23.38 per hour probationary rate and a 5% increase after successful completion of six-month probation period, as presented.

Motion approved 5-0.

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2 *B. Accept Resignation of Justin Kelley, from the position of MEO2, effective June 18,*
3 *2021.*

4 MOTION: Ms. Littlefield moved, with Mr. Hart seconding, acceptance of resignation of
5 Justin Kelley, from the position of MEO2, effective June 18, 2021, as presented and with
6 thanks for his service.

7 Motion approved 5-0.
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9 *C. Consideration of Public Works Director Tony Smith's recommendation of the*
10 *appointment of Aaron Lichtenstein as a summer helper in the town's Buildings &*
11 *Grounds and Parks & Cemeteries Division of the Public Works Department for the*
12 *2021 summer season effective June 22, 2021, at an hourly rate of \$15.00 per hour.*

13 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, approval of Public Works
14 Director Tony Smith's recommendation of the appointment of Aaron Lichtenstein as a
15 summer helper in the town's Buildings & Grounds and Parks & Cemeteries Division of
16 the Public Works Department for the 2021 summer season effective June 22, 2021, at an
17 hourly rate of \$15.00 per hour, as presented and with thanks to Aaron Lichtenstein,
18 Director Smith and Highway Superintendent Ben Jacobs.

19 Motion approved 5-0.
20

21 *D. Annual Board and Committee Appointments*

22 Finance Director Wright reported further work was required on the Annual Board and
23 Committee Appointments. The Item was tabled.
24

25 **V. Consent Agenda**

26 *A. Chamber of Commerce 2021 Agreement (Term July 1, 2021--June 30, 2022)*

27 *B. Neighborhood House 2021 Agreement (Term July 1, 2021--June 30, 2022)*

28 *C. Ticket Booth Sales 2021 Agreements (Term July 1, 2021--June 30, 2022)*

29 *D. Selectmen Meeting Schedule 2021-2022*

30 *E. Holiday Schedule 2021-2022*

31 *F. Thank you note from Open Table MDI for donation*

32 *G. Acknowledgement to Police Dispatch, Marie Overlock, for superb handling of water*
33 *rescue call*

34 *H. Hancock County Commissioners Special Meeting Minutes of June 1, 2021*

35 *I. Bypass notice – Municipal Waste (Residential)*

36 *J. Thank you note from Todd Mydland for Street Light Replacement*

37 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, acceptance of the Consent
38 Agenda as presented.

39 Motion approved 4-0-1 (Hart in abstention).
40

41 **VI. Selectmen's Reports**

42 Ms. Dudman reported a citizen's request to discuss short-term rentals. There are no
43 regulations in the Town for this kind of rental. There was concern investors might
44 purchase homes for short-term rental purposes, affecting the housing shortage in Town.
45 Other Towns are facing the issue.
46

1 Manager Lunt believed the subject should be brought up with the Planning Board or the
2 LUZO Advisory Committee.

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4
5 Mr. Wood reported an issue with a Hall Quarry resident. The resident is a business owner
6 who set up a temporary shuttle service in the absence of the Island Explorer during the
7 Covid pandemic. The resident set out a small sign at her residence. Perhaps such a sign is
8 not allowed, but the way the issue was handled was concerning. The sign is now gone.

9
10 Manager Lunt promised to follow up. He reported the Town did received a call about the
11 sign, asking if it were legal under the LUZO. It was determined it was against the rules
12 regarding off-premises signs.

13
14 Mr. Wood reported the business owner did not feel comfortable approaching Town
15 Officials. He suggested perhaps more coordination could be made regarding who
16 addresses an issue, and an effort to be more approachable could be made by Town staff.

17
18 Public Works Director Smith suggested the discussion be made an agenda item for
19 discussion.

20
21
22 Ms. Littlefield received a request regarding making small lawn signs available reminding
23 and requesting that people be kinder. Businesses are short staffed, and summer is busy,
24 and there have been instances of impatience and rude behavior.

25
26 Manager Lunt noted there were no rules against a sign of this sort on personal property. It
27 was agreed perhaps this might be a question for the Chamber of Commerce.

28
29 **VII. Unfinished Business**

30 *A. Consideration of accepting DEP StreamSmart road crossing grant funds in the*
31 *amount of \$125,000 to be used towards replacing and upgrading the culvert system in*
32 *the Beech Hill Cross Road through which Denning Brook flows and authorizing*
33 *Public Works Director Tony Smith to execute the contract with DEP on behalf of the*
34 *Town*

35 MOTION: Mr. Wood moved, with Ms. Dudman seconding, acceptance of DEP
36 StreamSmart road crossing grant funds in the amount of \$125,000 to be used towards
37 replacing and upgrading the culvert system in the Beech Hill Cross Road through which
38 Denning Brook flows and authorizing Public Works Director Tony Smith to execute the
39 contract with the DEP on behalf of the Town, as presented.

40 Motion approved 5-0.

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42 *B. Consideration be given to Items Numbered 1 thru 4 in Public Works Director Tony*
43 *Smith's memo to Town Manager Durlin Lunt, Jr. dated June 17, 2021, related to*
44 *procurement of professional engineering services, and paying for the same, related to*
45 *the Beech Hill Cross Road StreamSmart culvert replacement project for Denning*
46 *Brook.*

1 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, to:

- 2 1. Retain the professional engineering services of VHB as described in their proposal
- 3 referenced above for the culvert replacement project in the amount of \$34,993.00.
- 4 2. Use \$10,000.00 of the DEP grant funds of \$125,000.00 towards the \$35,000.00 VHB
- 5 costs leaving an engineering project cost balance of \$25,000.00.
- 6 3. Use \$25,000.00 plus a \$5,000.00 contingency for unforeseen circumstances for a total
- 7 amount of \$30,000.00 to be drawn and spent from the Public Works Road Reserve
- 8 Account Number 4050100-24573 with a current balance of \$155,557.00.
- 9 4. Authorize Director Tony Smith to sign the proposal with VHB on behalf of the Town
- 10 as presented.

11 Motion approved 5-0.

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13 **VIII. New Business**

14 *A. Request from Harbor Master Lemoine for authorization to pay for replacement of*
15 *Northeast Harbor Public Dock mooring chains, inspections on the Commercial Dock,*
16 *pile zinc's and mooring float 300 by Alvah B. Barge Service Inc. for \$4,101.20, which are*
17 *critical to extending the useful life of Harbor assets. The Northeast Harbor*
18 *Mooring/Floats CIP 6410100-24681 has a balance of \$86,346.81.*

19 MOTION: Mr. Hart moved, with Ms. Dudman seconding, authorization to pay for
20 replacement of Northeast Harbor Public Dock mooring chains, inspections on the
21 Commercial Dock, pile zinc's and mooring float 300 by Alvah B. Barge Service Inc. for
22 \$4,101.20, from the Northeast Harbor Mooring/Floats CIP 6410100-24681, which has a
23 balance of \$86,346.81, as presented.

24 Motion approved 5-0.

25

26 *B. Recommendation from Harbor Committee to raise the Seafood Buyers Permit from*
27 *\$1,000.00 to \$5,000.00 per year. This would be done to keep Mount Desert in line with*
28 *the other local Harbors. Requesting approval for this rate change for the 2022 season.*
29 Harbormaster Lemoine reported the Town of Mount Desert charges \$1,000.00 per year
30 for a seafood buyer to have access to Northeast Harbor, Seal Harbor, and Bartlett's
31 Landing to buy seafood of any sort. Other Towns in the area are charging up to
32 \$6,000.00 - \$7,000.00 for the same permit. Mount Desert provides three locations from
33 where buying can occur. The Harbor Committee has recommended adjusting the price to
34 \$5,000.00. Mount Desert issues four permits per year. Southwest Harbor and Tremont
35 issue approximately the same number of permits as Mount Desert. Three of the four
36 Mount Desert permits have been sold so far this year.

37

38 MOTION: Mr. Wood moved, with Mr. Hart seconding, approval of recommendation
39 from Harbor Committee to raise the Seafood Buyers Permit from \$1,000.00 to \$5,000.00
40 per year, beginning the 2022 season, as presented

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42 Mr. Hart noted that in trying to research the issue, he realized the Harbor Committee
43 meeting minutes are difficult to find. It was noted that Minutes could be shared in Draft
44 Form.

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46 Motion approved 5-0.

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2 C. *Independent Accountants Report on Applying Agreed-Upon Procedures from James,*
3 *Wadman, C.P.A.*

4 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, acknowledgement of
5 Independent Accountants Report on Applying Agreed-Upon Procedures from James,
6 Wadman, C.P.A., as presented.

7 Motion approved 5-0.

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9 D. *Consideration of authorizing Public Works Director Tony Smith to solicit*
10 *competitive bids for Town purchase of a new 2022 plow truck and gear in*
11 *conformance with both the Town purchasing policy and the capital improvement*
12 *plan.*

13 Mr. Wood voiced appreciation that an effort was made to look into the possibility of an
14 electric truck.

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16 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, authorization of Public
17 Works Director Tony Smith to solicit competitive bids for Town purchase of a new 2022
18 plow truck and gear in conformance with both the Town purchasing policy and the
19 capital improvement plan, as presented.

20 Motion approved 5-0.

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22 **IX. Other Business**

23 A. *Consider extending the expiration dates on 2020 clam licenses due to COVID-19*
24 *disruptions.*

25 Manager Lunt reported the Committee recommended that, due to the lateness of the
26 season, the Town extend the licenses another year. Other communities are making
27 similar accommodations.

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29 MOTION: Mr. Wood moved, with Mr. Hart seconding, approval of extending the
30 expiration dates on 2020 clam licenses due to COVID-19 disruptions to June 30,
31 2022, as presented.

32 Motion approved 5-0.

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34 B. *Such other business as may be legally conducted*

35 Chair Macauley made note of a document forwarded to the Board from the
36 Sustainability Committee.

37
38 Manager Lunt reported the submission came in after the Meeting Agenda was finalized.
39 He intended to add the item to the next Agenda.

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41 **X. Treasurer's Warrants**

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

Town Invoices	AP2171	6/22/2021	\$606,484.63
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43 MOTION: Ms. Littlefield moved, with Mr. Wood seconding, approval and signature of
44 the Treasurer's Warrant as presented above.

45 Motion approved 5-0.

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

<i>State Fees & PR Benefits</i>	<i>AP2169</i>	<i>6/9/2021</i>	<i>\$12,903.06</i>
<i>State Fees & PR Benefits</i>	<i>AP2170</i>	<i>6/16/2021</i>	<i>\$3,344.75</i>
<i>State Fees & PR Benefits</i>			
<i>Town Payroll</i>	<i>PR2128</i>	<i>6/11/2021</i>	<i>\$116,226.49</i>
<i>Total</i>			

MOTION: Mr. Wood moved, with Mr. Hart seconding, approval of signed Treasurer’s Payroll, State Fees, and PR Benefit Warrants as presented above.
Motion approved 4-0-1 (Littlefield in Abstention)

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

<i>School Invoices</i>			
<i>School Payroll</i>			
<i>School Payroll</i>	<i>#26</i>	<i>6/18/2021</i>	<i>\$219,259.93</i>
<i>Total</i>			

<i>Grand Total</i>			<i>\$958,218.86</i>
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MOTION: Ms. Dudman moved, with Mr. Wood seconding, acknowledgement of Treasurer’s School Board AP/Payroll Warrants as presented above
Motion approved 5-0.

XI. Adjournment

MOTION: Ms. Dudman moved, with Mr. Hart seconding, adjournment.
Motion approved 5-0.

The Meeting adjourned at 7:00PM.

Respectfully Submitted,

Wendy Littlefield