

**Town of Mount Desert
Selectboard Meeting Minutes**

Monday, May 4, 2021

Location: MDI High School, Eagle Lake Road, Mount Desert
(After Annual Town Meeting)

Selectboard Members Present:

Chair John Macauley, Martha Dudman, Matt Hart, Wendy Littlefield, Geoff Wood

Town Officials Present:

Town Clerk Clair Woolfolk, Town Manager Durlin Lunt, Harbormaster John Lemoine,
Fire Chief Michael Bender, and Treasurer Kathryn Mahar

Members of the public were also in attendance.

I. Call to order

Chair Macauley called the Meeting to order at 8:14PM.

II. Minutes

A. *Approval of Minutes from April 20, 2021 Meeting*

None Presented.

III. Appointments/Recognitions/Resignations

A. *Request Authorization for recruitment for new Firefighter Position*

MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, authorization for recruitment for new Firefighter Position, as presented.

Motion approved 5-0.

B. *Request approval for Gavin Dow and Mia Sawyer as summer dock hands at \$14.00/hour*

MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval for Gavin Dow and Mia Sawyer as summer dockhands at \$14.00/hour, as presented.

Motion approved 5-0.

C. *Consideration of appointing Ralph Colson, Jr. as a summer helper in the Wastewater Division and other divisions in Public Works as needed, at an hourly rate of \$18.00 per hour, effective May 4, 2021, ending on or before October 16, 2021.*

MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, appointment of Ralph Colson, Jr. as a summer helper in the Wastewater Division and other divisions in Public Works as needed, at an hourly rate of \$18.00 per hour, effective May 4, 2021, ending on or before October 16, 2021, as presented.

Motion approved 5-0.

D. *Consideration of appointing Paul Accomando as a part-time seasonal employee in the Buildings and Grounds Division, and other divisions in Public Works as needed,*

1 *at an hourly rate of \$17.00 per hour, effective May 4, 2021, ending on or before*
2 *October 16, 2021.*

3 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, appointment of Paul
4 Accomando as a part-time seasonal employee in the Buildings and Grounds Division,
5 and other divisions in Public Works as needed, at an hourly rate of \$17.00 per hour,
6 effective May 4, 2021, ending on or before October 16, 2021, as presented.

7 Motion approved 5-0.

8
9 *E. Resignation of Joanne R. Eaton from the Planning Board effective May 11, 2021*

10 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, acceptance of the
11 resignation of Joanne R. Eaton from the Planning Board effective May 11, 2021, with
12 regret and with appreciation for her service.

13 Motion approved 5-0.

14
15 **IV. Consent Agenda**

16 *A. Letter from Janet Mills in honor of the 52nd Annual Professional Municipal Clerks*
17 *Week beginning May 2nd.*

18 MOTION: Mr. Hart moved, with Martha Dudman seconding, acceptance of the Consent
19 Agenda as presented.

20 Motion approved 5-0.

21
22 **V. Selectmen's Reports**

23 None Presented.

24
25 **VI. Unfinished Business**

26 None Presented.

27
28 **VII. New Business**

29 *A. Treasurer Transition: Approve list of various account signatories effective May 17, 2021*

30 MOTION: Ms. Dudman moved, with Mr. Hart seconding, approval of various account
31 signatories effective May 17, 2021, as presented.

32 Motion approved 5-0.

33
34 *B. Requesting authorization from the Board of Selectmen for release and expenditure of*
35 *\$24,800 to G.F. Johnston from the Northeast Harbor CIP line Acct. # 64010100-24680*
36 *that has a balance of \$135,159.58. The funds are for the engineering and permitting to*
37 *replace the access points to the North and Public Docks*

38 MOTION: Mr. Wood moved, with Mr. Hart seconding, authorization from the
39 Selectboard for release and expenditure of \$24,800 to G.F. Johnston from the Northeast
40 Harbor CIP line Acct. # 64010100-24680 that has a balance of \$135,159.58. The funds
41 are for the engineering and permitting to replace the access points to the North and Public
42 Docks, as presented.

43 Motion approved 5-0

44
45 *C. Annual Policy on Treasurer's Disbursement Warrants for Employee Wages and Benefits*

1 MOTION: Ms. Littlefield moved, with Mr. Hart seconding, approval of Annual Policy
2 on Treasurer's Disbursement Warrants for Employee Wages and Benefits, as presented.
3 Motion approved 5-0
4

5 *D. Annual Policy on Treasurer's Disbursement Warrants for State Fees*

6 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval of Annual
7 Policy on Treasurer's Disbursement Warrants for State Fees, as presented.
8 Motion approved 5-0.
9

10 *E. Annual Policy on Disbursement of Municipal Education Costs*

11 MOTION: Ms. Littlefield moved, with Ms. Dudman seconding, approval of Annual
12 Policy on Disbursement of Municipal Education Costs, as presented.
13 Motion approved 5-0.
14

15 *F. Annual Policy on Application of Payments to Unpaid Taxes*

16 MOTION: Ms. Littlefield moved, with Mr. Hart seconding, approval of Annual Policy
17 on Application of Payments to Unpaid Taxes, as presented.
18 Motion approved 5-0.
19

20 *G. Annual Policy on Reimbursement (Code Enforcement Officer Permits)*

21 Ms. Littlefield moved, with Ms. Dudman seconding, approval of Annual Policy on
22 Reimbursement (Code Enforcement Officer Permits), as presented.
23 Motion approved 5-0.
24

25 *H. Annual Policy Authorizing Town Manager and his Designee to sign BYOB and Off-*
26 *premises Catering Liquor License Applications on behalf of the Municipal Officers*

27 MOTION: Ms. Littlefield moved, with Mr. Hart seconding, approval of Annual Policy
28 Authorizing Town Manager and his Designee to sign BYOB and Off-premises Catering
29 Liquor License Applications on behalf of the Municipal Officers, as presented.
30 Motion approved 5-0.
31

32 *I. Annual Approval of Town Counsel*

33 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, annual approval of
34 Town Counsel, as presented.
35 Motion approved 5-0.
36

37 **VIII. Other Business**

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

39 Geoff Wood asked if the Board could begin meeting in person again. It was agreed that
40 they could resume in person meetings at the next BOS meeting on May 17, 2021; the
41 department heads could attend while practicing social distancing; the public would still
42 join via zoom.
43

44 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, resuming meetings in
45 the Meeting Room effective May 17 with the public joining via zoom an department

1 heads attending and maintaining state requirements of social distancing and mask
2 wearing.

3 Motion approved 5-0.
4
5

6 **IX. Treasurer's Warrants**

7 *A. Approve & Sign Treasurer's Warrant AP2162 in the amount of \$212,312.83.*

8 MOTION: Ms. Dudman moved, with Ms. Littlefield seconding, approval and signature
9 of Treasurer's Warrant AP2162 in the amount of \$212,312.83, as presented.

10 Motion approved 5-0.
11

12 *B. Approve Signed Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2160,*
13 *AP2161, and PR2125 in the amounts of \$1,719.50, \$4,156.28, and \$114,973.24,*
14 *respectively*

15 MOTION: Mr. Hart moved, with Ms. Littlefield seconding, Approval of Signed
16 Treasurer's Payroll, State Fees, & PR Benefit Warrants AP2160, AP2161, and
17 PR2125 in the amounts of \$1,719.50, \$4,156.28, and \$114,973.24, respectively, as
18 presented.

19 Motion approved 4-0-1 (Littlefield in Abstention)
20

21 *C. Acknowledge Treasurer's School Board AP/Payroll Warrant #22 in the amount of*
22 *\$175,874.46*

23 MOTION: Mr. Wood moved, with Mr. Hart seconding, acknowledgement of
24 Treasurer's School Board AP/Payroll Warrants #22 in the amount of \$175,874.46, as
25 presented.

26 Motion approved 5-0.
27

28 **X. Adjournment**

29 MOTION: Mr. Wood moved, with Ms. Littlefield seconding, adjournment.

30 Motion approved 5-0.
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32 The Meeting adjourned at 8:23PM.
33
34

35 Respectfully Submitted,
36
37

38
39 Wendy Littlefield