



Board of Selectmen Water Board Meeting

Tuesday, November 27, 2012 @ 5:30 - 6:00 p.m.
Southwest Harbor Town Office

MINUTES

I. Water Department 2013 Proposed Budget: Lagrange presented the BOS with a handout for the 2013 Water Dept. Budget. Allen Willey was present for the meeting and explained to the board about needed repairs to the valves and control panel due to these items being worn out. The BOS had questions for Lagrange about line items listed on the budget. They want each account listed appropriately instead of taking out of other accounts. Lagrange said he would check with PUC about their requirements. PUC requirements with water budgets—not suppose to make a profit—suppose to break even. Some BOS voiced their opinions about not seeing a profit with the meter project. Willey explained to them that the customers are having their water read accurately now with the firefly meters as opposed to before when they may not have been accurate or not paying for their total usage.. Dunbar, Jr. asked if the Town could carry forward the monies to next years contingency. He would like to stay inside the water budget. Lagrange will get answers from the PUC and go over with the BOS at the next meeting. Willey told the BOS that there are roughly 920 customers on the water dept. schedule. No firefly meters will be used on seasonal customers. Meters are tested every year. Dunbar, Jr. complimented on the budget work and praised the staff in their efforts.

V. Adjourn meeting: A Motion by Jellison, Jr. and Seconded by Dunbar, Jr. to adjourn the Water Board Meeting. Vote 5/0.

Board of Selectmen Meeting

Tuesday, November 27, 2012 @ 6:00 p.m.
Southwest Harbor Town Office

I. Call to Order/Roll Call: George Jellison, Jr., Ralph Dunbar, Jr., David Minctons, Dan Norwood, Tom Benson, Donald Lagrange, Town Manager.

II. Visitors to be heard not on the agenda: None.

III. Approval of Minutes: A Motion by Dunbar, Jr. and Seconded by Norwood to accept the minutes from the November 13, 2012 BOS meeting as presented. Vote 4/1. A Motion by Dunbar, Jr. and Seconded by Jellison, Jr. to accept the minutes of the Special Meeting held on November 7, 2012 as presented. Vote 3/2.

IV. Manager's Report: Lagrange addressed the BOS by letting them know that the final payment has been sent to pay off the Legette property. He spoke briefly about the loan balance on the fire station and will be checking with the Bond Council about possibly refinancing this particular loan and he will get back to the BOS about the refinancing in the near future. He told the BOS that Jeff Dutra and Landscaping, Inc. had again donated the Christmas tree for the Village Green Veterans Park for the upcoming holiday. He graciously thanked Mr. Dutra and his business for this nice gesture. He spoke briefly about Maine Ortho Imagery Program, which will be a topic of discussion at the next Manager's meeting in January. They are an aerial photography company. Lagrange explained about their current technology with high resolutions photography. Still waiting to hear from Nancy Thurlow on the spreadsheets requested concerning the damages and insurance claims concerning the school. Information regarding fluoride in the water supply has not yet been concluded. Dunbar, Jr. still was requesting on how the Northeast Harbor BOS presented the fluoride issue to their public. (voters) Lagrange briefly touched upon the subject of fireworks and the complaints heard in the past. Should we have an ordinance pertaining to the firework complaints in our Town? Dunbar, Jr. spoke to the BOS about his belief that the fireworks are more of a noise ordinance issue as opposed to a firework ordinance. He would like to see what direction the State will take concerning all of the complaints. Some towns have outlawed fireworks in their towns. He believes that each town can be as restrictive as they want to be or just outlaw fireworks all together. Jellison, Jr. agreed adding that there is a lot of gray area involving the firework issues and each town should be very specific about what they are making any ordinance around. Jellison, Jr. also added that the our town had 50 complaints and none of the involved breaking the law. The BOS thought that they should wait and see what direction the State will take and possibly find out what the rules & regulations are concerning fireworks. Benson suggested looking at the State's ordinance concerning fireworks. Lagrange also invited the BOS to the next Harbor Committee Meeting which will be held on December 10, 2012. The Planning Board and the Comprehensive Plan Implementation Committee have also been invited to discuss the Maritime Activity Zone.

V. Old Business:

a. Public Works Report (Public Works Director) Lagrange spoke for PWD.

1) Water Tank: The water tank is complete except for the outside painting which will be done in the spring. The foundation for the telemetry building is installed and the building will be going up this week. Natgun will be on site to chlorinate and test the new tank and we will start to fill the new tank this week.

2) Road Line Painting: The new portions of Seal Cove Road and Long Pond Road have been striped with a double yellow center line and a single white line on each side. Lagrange commented that the lines look good and reflect well due to beads being put in the paint to help with reflection.

3) RFP Review with Engineers, Dec. 4, 5, 6 @ 9:00 AM: The infrastructure committees interview of engineers for Main Street has been scheduled and all interviews will take place at the Town Office.

4) Guard Rail, Seal Cove Road East Branch Marshall Brook: Corrigan contacted C.A. Newcomb and Sons Guard Rail about an estimate/proposal for a wood type guard rail at the box culvert area on Seal Cove Road. They will be in town on Friday or Monday to look at the site.

b. **Bicycle Shop:** No signed paperwork as of yet from the owners. No money has been sent out to the owners either. Work has been done at bicycle shop. BOS wants paperwork signed as soon as possible.

VI. New Business:

a. **Equipment Inventory:** Lagrange discussed with the BOS about the truck inventory of the Water & Sewer Depts. His intent is not to increase inventory, the town could maintain the Sewer pick-up until the Police Dept. truck is available –which could be 2-3 years. The Sewer Dept. can use 1 truck for 2 men. The Water Dept. really needs 2 trucks because the 2 men go in separate directions for their own individual jobs daily. The Water Dept. could keep its old water truck and assess replacing it when it is no longer usable. Dunbar, Jr. stressed conserving fuel and he feels that 2 WD pick-ups are better on fuel. The BOS and Lagrange discussed the fleet inventory of trucks used for the Town now. Dunbar, Jr. didn't think that the Town needed to run ¾ ton pick-ups year round. Norwood added that he thinks in the future that the Police Dept. should use more fuel efficient vehicles also. Dunbar, Jr. suggested looking into the possibility of hiring out the snow plowing and removal and consider reducing the Public Works Dept. He expressed to the BOS that there is 2 large construction companies in our Town that may be interested in taking over the snow plowing and removal. Norwood added that sometimes when hiring outside, there is a need to take into consideration WHEN & HOW the job gets done.

b. **Administrative Office Remodel:** Lagrange spoke about the proposed changes in the front office for the remodeling job. He had included a memo in the BOS with the estimates and proposed new design of the office. He is trying to focus all activities in our Town office to one side of the building and to be more efficient. He asked for permission to proceed with the proposed remodel plan. A Motion was made by Norwood and Seconded by Jellison, Jr. to authorize the administrative office remodel with expenditures up to \$38,748.52 to be funded out the municipal renovation fund out of CIP account. Vote 5/0.

VII. Other Business: Dunbar, Jr. expressed his opinion about spending the Town's money. He said it seems like at every BOS meeting, someone is asking to spend money. Lagrange explained to him and the BOS that the Town is saving money & spending money at the same time. The municipality as a whole is trying to become more efficient as possible. He also noted that the Town was getting projects done and putting money into the surplus account. Dunbar, Jr. also asked about the auditor's report. He really would like to see last year's audit report before he starts working on this FY budget. He wanted to know why it was taking so long to finalize the audit, was it the auditors' or had the Town not being ready causing the delay. He thought the audit report was always finished in the month of November. Lagrange explained that the auditors were finishing up in the Town office and would have to go back to their office and wrap it up. He also brought it to the attention of the BOS that the School audit wasn't done either and that can hold up the final audit report. He told the BOS that he has a proposed budget ready for them to review and it would be included in their next BOS packet.

VIII. Accept & Sign Warrants: Administration: 74, 75 & 81 Water: 24 Sewer: 80 School: 77 & 78 Special Projects: 76 & 79

A Motion by Jellison, Jr. and Seconded by Dunbar, Jr. to accept and sign warrants as presented. Vote 5/0.

IX. Next meetings: Tuesday, December 11, 2012 6:00 pm & Thursday, December 20, 2012 5:00 pm (Short meeting to sign warrants only due to upcoming holiday)

X. Executive Session pursuant to 1 M.R.S.A.405 (6) (a) relative to personnel matters: It was Moved by Jellison, Jr. and Seconded by Norwood to go into Executive Session. Time in 7:10 pm. It was Moved by Dunbar, Jr. and Seconded by Jellison, Jr. to adjourn Executive Session. Time Adjourned was 7:20 pm.

XI. Adjourn

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