



Selectmen Meeting
Tuesday, June 25, 2013 @ 6:00 PM
Southwest Harbor Town Office

MINUTES

- I. **Call to Order/Roll Call:** The meeting was called to order at 6:00 p.m. Present: George Jellison, Jr., David Minctons, Ralph Dunbar, Jr., Dan Norwood, Tom Benson, Town Manager, and Donald Lagrange.
- II. **Visitors to be heard not on the agenda:** None
- III. **Approval of Minutes:** A Motion by Norwood and Seconded by Minctons to approve of the Water/Sewer Board Meeting Minutes of June 11, 2013 as written. Vote 5/0.
A Motion by Norwood and Seconded by Minctons to approve of the BOS Meeting Minutes of June 11, 2013 as written. Vote 5/0.
- IV. **Manager's Report:** Lagrange addressed the BOS about the Planning board meeting on June 6 and that they had approved two new definitions of an Inn and Motel. After a short discussion, Lagrange will check into the surrounding communities of their definition of an inn is and get back to the BOS. He talked about the heat pump that was installed in the Town Office. Very pleased with it and it is quiet and efficient. We have been approved for a \$600.00 rebate from Bangor Hydro Electric toward the installation of the heat pump. He briefly explained about some assessment changes that were noticed and adjustments that have been made. Apparently some properties on the shore front were keyed in error during previous assessments. Dunbar, Jr. expressed how very disappointed he was in these assessors. Norwood asked how did it get missed for so long? He spoke briefly about a chance of forgiveness may be available in the Main Street sewer application which we submitted in the amount of \$440,000.00. An inspection by the State Department of Labor through all departments occurred during June 17-19, 2013. The results will be in within a couple weeks.
- V. **Old Business:**
 - a. **Village Green Sign:** Lagrange has talked to the Chamber about the sign that was addressed at the last BOS meeting. Kristin Hutchins has spoken to Lagrange about it and will be getting back to him in 2-3 weeks about where to go with the changes to the sign.
 - b. **Straw Poll Results Discussion:** Lagrange spoke briefly about the straw poll results and passed the topic over to Chief Chapais. Chapais and Chisholm have drafted an ordinance pertaining to the firework issue. It needs to be looked over by the BOS and see if any changes need to be made. The wording needs to be

addressed about “special occasions” and “holidays” and have a permit issued with a time limit. The BOS has to approve the ordinance and then go to the voters with the ordinance. After a brief discussion, Norwood suggested having a workshop on the firework ordinance in the near future with the Chief of Police and Chief from the Fire Dept.

VI. New Business:

a. Shellfish Ordinance Amendments: Colquhoun addressed the BOS about some Shellfish Ordinance amendments that his committee has been working on. After a short discussion, it was noted that it is important to get this changes on the November ballot. Lagrange noted that these amendments will need to be approved by DMR and then go to the BOS for approval and then to ballot. Lagrange suggested having the BOS move to accept the changes and then have a public hearing about the proposed changes in the future. A Motion by Norwood and Seconded by Minctons to accept the revisions to the Shellfish Ordinance as presented. Vote 5/0. Colquhoun will get back to the BOS after he hears from DMR.

b. Health Insurance: Jellison, Jr. addressed the BOS about meetings that he had recently attended at the Town Office concerning the changes that will be made in the health insurance for the town employees. He has looked at the plan and it has comparable coverage and it has quite a bit of savings. He explained the difference between the current plan and the proposed plan that the town is working on. The insurance company will come to town and educate the employees about the changes.

c. Selectmen Appointments: Fire chief and emergency mgmt director are now voted every 3 years instead of every year. For the term beginning on July 1, 2013 and expire on June 30, 2014: Motion by Norwood and Seconded by Jellison, Jr. v5/0.

Donald Lagrange- Treasurer, Road commissioner, Plumbing Inspector, Code Enforcement Officer, Health Officer, and Tax collector.

Beatrice Grinnell- Town clerk and Registrar of voters.

Burstein Shur Lee Bragg- Town attorney.

RJD Associates- Tax assessor.

For the term beginning July 1, 2013 and expires as noted:

Daniel Barlett and Nicholas Maderia- Harbor Committee- Exp. June 30, 2016.

Andrew Mays, James Colquhoun, and William Carroll- Shellfish Committee- Exp. June 30, 2016 (x2) June 30, 2015.

Theodore Fletcher- Board of Appeals- Exp. June 30, 2016

Christopher Rawls, Michael Mansollili, and Michael Magnani- Planning Board- Exp. June 30, 2017 and June 3, 2018 (x2)

Samuel Chisholm- Fire chief and Emergency mgmt director- Exp. June 30, 2016.

Motion by Jellison, Jr. and Seconded by Minctons. v5/0.

d. Town Manager Appointments: Motion, move to affirm the following town manager appointments for the fiscal year 2013-2014 for the town manager apts.

Adam Thurston- Harbor Master

David Chapais- Police chief/constable

Michael Miller- Police Lieutenant/constable

Allen Smith- Patrolman/constable

Brian Dow-Patrolman/constable

Shawn Merchant- Patrolman/constable

Nicholas Hardwick Sr. - Reserve police officer

Ryan Haines- Reserve police officer

Nicholas Hardwick Jr. - Reserve police officer

Shawn Murphy- Reserve police officer

Michael Allen-Reserve police officer

Tabbatha Newenham- Deputy tax collector, Deputy Treasurer, and General assistance administrator

Motion by Jellison, Jr. and Seconded by Norwood. v5/0

e. Town Clerk Appointments: The following appointments made by the town clerk for the fiscal year 2013-2014.

Tabbatha Newenham- Deputy Registrar of voters and Deputy Clerk.

Janet Schofield- Deputy Registrar of voters and Deputy Clerk.

Motion made by Jellison, Jr. and Seconded by Norwood. v5/0.

f. Public Works Appointments:

Lagrange reported for Corrigan. Received grant for \$30,700 for seal cove project.

Drafting contract to send back to us. Pre- Construction meeting for seal cove is scheduled for June 26, 2013. Highways Dept. designed and are building new steps on south side of town office building.

g. Summer Water Commitment:

Summer water establishes the true list of water rates for May 15, 2013 to November 15, 2013. Charge an interest rate of 7% per annum for any unpaid balance beginning 30 days after billing date of June 1, 2013.

Total due for water- \$28,684.98

Motion by Jellison, Jr. and Seconded by Minctons. v5/0

h. Summer Sewer Commitment:

Summer sewer establishes the true list of sewer rates for May 15, 2013 to November 15, 2013. Charge an interest rate of 11.25% per annum for any unpaid balance beginning 30 days after billing date of June 13, 2013

Total due for sewer- \$11,751.14

Motion by Dunbar, Jr. and Seconded by Norwood. v5/0

i. Election of Officers:

Nomination for Ralph Dunbar, Jr. to be Chairman of the board of selectman effective July 1, 2013 through June 30, 2014. v4/0. One sustained. Motion by Norwood and Seconded by Minctons.

Nomination for Dan Norwood to be vice chairman of the board of selectman effective July 1, 2013 through June 30, 2014. v4/0. One sustained. Motion by Jellison, Jr. and Seconded by Minctons.

VII. Other Business:

VIII. Accept & Sign Warrants: Motion by Norwood and Seconded by Dunbar, Jr. v/50.
Admin: 189, 190, 194. Water: 11, 12. Sewer: 193. School: 191, 192. Special Projects:

IX. Next Meeting Dates: Selectman Meeting, July 9 @ 6:00 PM and Selectman Meeting, July 23 @ 5:00 PM

X. Adjourn Selectmen Meeting: Motion by Jellison, Jr. and Seconded by Minctons. v/50.

XI. Executive Session: 1 M. R. S. A. § 405 (6) (d) Union Contact

Motion by Norwood and Seconded by Minctons. Time in 7:25pm
Move to adjourn executive session:
Motion by Norwood and Seconded by Minctons. Time adjourned 8:15pm

XII. **Executive Session:** 1 M. R. S. A. § 405 (6) (a) Personnel Matters
Motion by Norwood and Seconded by Jellison, Jr. Time in 8:20pm
Move to adjourn executive session:
Motion by Norwood and Seconded by Minctons. Time adjourned 9:30pm