



**Board of Selectmen**  
Tuesday, July 10, 2012 @ 6:00P.M.  
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, and Town Manager, Donald Lagrange.
  
- II. Visitors: David Chapais, David Corrigan, Dan Bartlett, Dick Broom, Ben C. Worcester
  
- III. Approval of Minutes of June 26, 2012: It was Moved Jellison and Seconded Minctons to approve the minutes of June 26, 2012 as presented. Vote 5 – 0.
  
- IV. Warrants: Administration, 1, 4, 194, 196, 197; Water, 15; Sewer, 3, 39, 40; School, 2, 195,
  
- V. Manager's Report: Lagrange spoke about a safety deposit box belonging to the Town of Southwest Harbor that was recently opened. Found old deeds and the items were put back in place. Lagrange also mentioned that the Town of Southwest Harbor had advertised for a part time person/secretary, 20-25 hrs. Per week to help out the office staff currently employed with the Town. They will be looking until a suitable person applies for the opening. He also stated that the current front office staff of 3 people was working well at this time and his employees were comfortable with the situation. Any questions that may arise, a phone call is made to the auditors to help direct the Town in the proper direction. Lagrange also spoke briefly about the upcoming Planning Board Meeting which is scheduled on 07/12/12 concerning the conversion from CFMA zone to Maritime Activity zone. Another meeting will be held in August 2012 if the Board of Selectmen cannot make the July meeting. Dunbar discussed with the BOS that there is a lot of dead zones around the harbor that could be more vital. Loosening restrictions is a way to capitalize on the harbor. He felt the shoreline zoning was a worthwhile

adventure. The meeting is to inform the public if they are in favor or not in favor of the of the zoning change. The BOS all agreed that our harbor is our #1 asset in Southwest harbor. Lagrange explained to the BOS the differences in the maritime activities and how CFMA is very restrictive. Dunbar commented about Northeast Harbor was putting up condos on their harbor and how he thought that Southwest Harbor was not for that at all. Lagrange said it would be for Inns, B & B's, and residential units not hotels/motels. Lagrange also suggested beginning at the next BOS meeting to meet from 5:30-6:00 p.m. to have a budget workshop to work on next year's budget. The BOS thought that it was a good idea to start this budget workshop.

VI. Old Business:

- a. Lower Town Dock Curbing: Lagrange discussed about the curbing issue. He felt that a curb was not needed at this time. It was moved Dunbar and Seconded by Norwood to not apply install curbing at this time. Vote: 5-0
  
- b. Lower Town Dock Parking: Chairman Dan Bartlett from the Harbor Committee spoke briefly about the parking space issues in the center of the parking lot. All agreed after discussing the issue, that it was easier to get around with eliminating the 3 parking spaces. Temporary lines will be painted in the near future. It was moved Norwood and Seconded Jellison to not have parking spaces in the center of the lower town dock parking lot. Vote 5-0.
  
- c. Upper Town Dock: Chairman Dan Bartlett from the Harbor Committee spoke briefly about the dock being used for commercial fishing access. (Hauling traps, bait etc. on the dock area) There was discussion among the BOS about putting up a sign and charging fees. Adam Thurston, our Harbor Master, seems to have a handle on the situation at this time. A sign may have to be erected in the future if the problem still exists if it should get out of Adam's control...
  
- d. Municipal Office Remodel: Lagrange spoke about making the office more energy efficient by doing some remodeling. He also mentioned about adding a fireproof vault to the front of the office for the Town's records. Dunbar and Norwood both agreed that they would like more information on the details of the estimates from the

contractors for this remodel job. Norwood also asked about a design for the vault. Lagrange will work on the details and have more information at a later time for the BOS.

- e. Public Works Director: David Corrigan, Public Works Dept. Head, spoke about the bids for Seal Cove and Water tank to be reviewed at Selectmen's meeting on July 31, 2012. The BOS and Corrigan spoke briefly about the 12 ft. hole on Mansel Road. They all feel it needs to be fixed but not at the Town's expense. Corrigan also explained to the BOS about conserving energy at the Public Works building. Thermometers will be installed to see if thermostats are working properly and adjusting the daily temperature will be lowered to help curb costs.
- f. Financing Seal Cove from Wesley/Mansel Bond: Lagrange spoke about using monies left over from this project to use towards other projects that are needed in the Town. Dunbar and Norwood suggested to schedule a special town meeting for the taxpayers to decide the use of the monies on July 31, 2012 at 6:00 p.m. at the Southwest Harbor Fire Station.
- g. County Commissioner Organizational Structure: It was moved by Jellison and Seconded by Norwood to have Don Lagrange represent the Selectmen regarding the review of County Charter & County Administrator. Vote 5-0.

VII. New Business:

- a. Liquor License Renewal, XYZ Restaurant: It was moved by Norwood and seconded by Minctions to approve the renewal of the liquor license for XYZ Restaurant. Vote 5-0.
- b. Water Commitment: It was moved by Dunbar and Seconded by Minctions to approve the commitment in the amount of \$144,845.00. Vote 5-0.
- c. Sewer Commitment: It was moved by Minctions and Seconded by Norwood to approve the commitment in the amount of \$122,927.57. Vote 5-0.

- d. Sewer Department Budget/Reorganization: Lagrange explained to the BOS about the changes in the Sewer budget and how it should work to bring the town money back. It will be a 6 month trial for the reorganization sewer budget.
- e. Authorize DOT Urban –Rural Initiative Program: It was moved by Norwood and Seconded by Jellison to authorize Don Lagrange as designee. Vote 5-0.
- f. EX-Officio recommendations: After a brief discussion, changes were made amongst the BOS. (See attachment)
- g. Summer Meeting Schedule- Chairman: Next meeting will be held on July 31, 2012 at 6:00 p.m...

VIII. Other Business: Lagrange spoke to the BOS that an off premise permits for a caterer job was presented to the town office for approval. It was for one day and it was signed by the BOS for the permit to be issued. Corrigan addressed the BOS before the meeting ended, that he was asked by ADD, to continue to attend their meeting wven though our town has withdrawn from its membership.

Sign Warrants: It was moved by Dunbar and Seconded by Norwood to approve the warrants as presented. Vote 5-0.

Adjourn: It was moved Jellison and Seconded by Norwood to adjorn the meeting at 8:06 p.m... Vote 5-0