

MINUTES
WATER BOARD AND SELECTMEN MEETING
November 12, 2013

Water Board Meeting
Tuesday, November 12, 2013 @ 5:30 PM
Southwest Harbor Town Office

I. Call to Order/Roll Call: The meeting was called to order at 5:30 p.m. present: Chairman Ralph Dunbar, Jr., Tom Benson, George Jellison, Dan Norwood, David Mincton and Town Manager Donald Lagrange.

II. No visitors not on the agenda were in attendance

III. Lagrange provided preliminary FY2014 water budget for review. The valve replacements have been done this year as budgeted for 2013 however the computer system was not completed and will be passed on to the next fiscal year at a cost of approximately \$20,000. Loan payments made through town to be repaid by water due to insufficient funds in water at the time. A reserve can be established with 5% annually. Firefly summary has not been updated but will be presented at the next water board meeting.

IV. The water department has many water readers which will not be used now the firelies are installed. With the exception of a dozen or so, the manager requested to donate the remainder to the Town of Stonington who is having difficulty with their water system. The consensus of the Board was to give them to Stonington.

V. Under other business, it was suggested to discuss the potential water service to Tremont with Snap concerning prior discussions.

VI. It was moved by Benson and second by Mincton to adjourn the Water Board meeting at 5:50 PM. Voted 5/0

Selectmen Meeting
Tuesday, November 12, 2013 @ 6:00PM
Southwest Harbor Town Office

I. Call to Order/Roll Call: The meeting was called to order at 6:00 p.m. Present: Chairman Ralph Dunbar, Jr., Tom Benson, George Jellison, Dan Norwood, David Mincton and Town Manager Donald Lagrange

II. Visitors on the agenda include Chief Sam Chisholm inquiring if the Selectmen would consider suggesting the vacant land around the fire station for a regional firefighters training area. A consensus of the Selectmen preferred not to include this as a possibility due to its proximity to residents as suggested by Norwood. Chairman Dunbar suggested, however, the possibility of the vacant area at the fire station would provide parking of tour buses after their customers were dropped off in the village. Kristen Hutchins was concerned about Article 2 not containing a more descriptive summary to inform the voters. Manager Lagrange admitted the length of the ordinance exceeded 10 pages which allowed the short summary and that the warrant did describe the purpose to incorporate DEP conditional approvals into the Land Use Ordinance rather than being a stand alone document. Reference was made to 30-A § 3002(1) which clarified this further.

III. Motion by Benson, second by Mincton to accept the October 22, 2013 minutes as written. Voted 5/0.

IV. During his report, the Town Manager suggested that the timing of payments to non-profits upon approval of the budget can be determined by the Selectmen; however, the non-profits should be notified of any budget payment scheduling.

~The #2 International was becoming a major maintenance expense due to sanding mechanism failure. It just had major clutch and brake issues fixed at Coldwell's. He reported a meeting in Tremont on the 20th to discuss public water service from SWH.

~A construction meeting will be held at the town office on Thursday at 9:00 AM. School budget discussions will commence Wed. November 13.

~The manager had previously suggested that financial statements would be done in house but after discussions with the auditor, it seemed unlikely the town will get in that position soon.

~No chamber discussions yet about the bathrooms. Madeira boundary line agreement is nearing completion with a revision to the description.

~The manager provided a press release from the Park Service indicating an increase in park fees to pay for the bus service.

~An infrastructure committee meeting is scheduled for December 3.

~Also, a voter breakdown of the articles that were all approved on November 5 is included in packet.

V. Manager Lagrange provided correspondence received from the engineers regarding the progress of Main Street. They are hoping for winter paving to be done by the 22nd. Insertion valves will be installed this year at the intersection of Clark Point and Main Street rather than wait till the spring. He also indicated the Maine DOT was not interested in splitting up the partnership program to request additional funds for the spring of 2015.

VI (a) Clerk Marilyn Lowell appointed Tabbetha Newenham and Nelia Lake as Deputy Registrar of Voters and Deputy Clerks and Diane Norwood-Frost as Deputy Registrar of Voters and Warden. The Selectmen affirmed appointments, motion by Jellison, second by Benson. Voted 5/0 to affirm the clerk appointments.

VI(b) Harbormaster Adam Thurston discussed the Army Corp letter regarding the floats in the channel and suggested a lease be the preferred method to preserve these structures subject to the Town taking ownership. Also discussed was an increase in moorings as laid out by Ames Engineering to add another 170 moorings. The existing moorings would need to be relocated. The Selectmen requested cost estimates for moving the moorings as well as projected revenues for the additional moorings. The Harbormaster will get legal opinions regarding the ownership of the floats as well as the town liability.

VI(c) The CEO suggested a letter of no action regarding a deck construction too close to the property line on Shore Road. The Selectmen deferred this issue to the Board of Appeals and denied the letter of no action. Moved by Benson, second by Jellison. Voted 5/0 to deny the letter of no action.

VI(d) The Board agreed to return a check in the amount of \$4,554.24 to the Commissioners, Hancock County for them to make disbursements directly to the veterans of Southwest Harbor. Motion by Norwood, second by Mincton, voted 5/0 in favor.

VI(e) Manager Lagrange presented a request to the Board to increase the resolution of a planned ortho imagery to be done by the County from 24" to 12" resolution. The Board requested information regarding Park contribution since 50% of the Town is owned by the Federal

Government. Also, the Board requested for comparisons in resolution prior to making a determination.

VI(f) Sublime Development requested approval for a first time liquor license dba Second Wind located at 386 Main Street as well as an entertainment/amusement permit. The applicant represented the business to be open (6) days per week and that 1:00AM is possible. Two abutters were present to discuss the approval with no formal objections. Chief Chapais stated no issues with the application as well as CEO comments stating no issues. Motion to approve by Norwood, second by Benson, voted 5/0 in favor.

A subsequent application by the same owner for an amusement/entertainment permit to offer live entertainment mostly for background music with bands of 1-3 persons to play from 6:30 PM to 8:30 PM during week nights and from 8:30 PM to 10:30 PM on week ends. The Board requested windows and doors remain closed during any entertainment and suggested that there could be circumstances that would revoke the permit. Motion by Benson, second by Norwood. Voted 5/0 in favor.

VI(g) The Board agreed by consensus a special events application should be instituted as a policy requiring a minimum of 14 day notice prior to an event. The application from Mt Desert was very close to the format SWH should adopt. The Police and Fire Chiefs will work on a submission for the BOS meeting.

- VII.
- 1) Motion by Benson, second by Jellison to accept & Sign Warrants: General Fund Warrants, **FY13-14, 59, 62, 63, 67; Water FY2013, 21; Sewer FY13-14, 66; School FY13-14, 60, 61, 64.** Voted 5/0 in favor
 - 2) Motion by Benson, second by Mincton to accept General Fund Warrants, **FY13-14, 65; Voted 4/0/1** in favor with Norwood abstaining.

VIII. The next meeting date is scheduled for December 3, 2013 and December 17, 2013

IX. Executive Session, 1 M.R.S.A. § 405 (6) (A) Personnel Issues
Motion by Mincton, second by Benson to enter into executive session at 7:35 PM.
Voted 5/0.

Motion by Norwood, second by Mincton to adjourn executive session at 7:47 PM,
voted 5/0

A motion was made by Norwood to pay Beatrice Grinnell all accrued sick time due to her service to the town in excess of 36 years. Manager Lagrange estimated roughly 80 hours remained as unused accrued sick time. The motion was second by Mincton. Voted 5/0 in favor.

X. Motion by Norwood, second by Mincton to adjourn meeting. Voted 5/0 in favor.