

Town of Mount Desert
Board of Selectmen
Meeting Minutes
November 4, 2013

A meeting of the Board of Selectmen was held this date in the Meeting Room, Town Hall, Northeast Harbor, Maine.

Those present included: Chairman Tom Richardson; Selectmen John Macauley, Rick Mooers and Dennis Shubert; staff members Town Manager Durlin Lunt, Treasurer Kathi Mahar, Public Works Director Tony Smith, Fire Chief Mike Bender, Police Chief Jim Willis, Harbormaster John and Town Clerk/Recording Secretary Joelle Nolan; and members of the public. Selectman Martha Dudman was excused.

I. Call to order at 6:00 p.m.

II. Executive Session

A. Pursuant to 1 MRSA§405(6)(A) for Personnel Compensation Discussion

MOTION: At 6:01 p.m. Selectman Mooers moved, seconded by Selectman Macauley, to enter into Executive Session Pursuant to 1 MRSA§405(6)(A) for Personnel Compensation Discussion. The vote was in favor, 3-0.

MOTION: At 6:20 p.m. Selectman Mooers moved, seconded by Selectman Macauley, to exit Executive Session. The vote was in favor, 4-0. (Selectman Shubert having arrived.)

MOTION: Selectman Mooers moved, seconded by Selectman Macauley, to authorize Bar Harbor Town Manager Dana Reed and Mount Desert Town Manager Durlin Lunt to enter into an inter-local agreement to provide interim supportive police administrative services to Bar Harbor [Police Department]. The vote was in favor, 4-0.

III. Minutes

A. Approval of minutes from October 21, 2013 meeting.

MOTION: Selectman Macauley moved, seconded by Selectman Mooers, to approve the minutes from October 21, 2013 meeting. The vote was in favor, 4-0.

IV. Appointments & Recognitions

None presented.

V. Consent Agenda *(These items are considered routine, and therefore, may be passed by the Selectmen in one blanket motion. Board members may remove any item for discussion by requesting such action prior to consideration of that portion of the agenda.)*

A. Department Reports: Harbor, Public Works, Assessing

- 1 *B. Planning Board Meeting Minutes August 14, 2013 & October 9, 2013*
- 2 *C. MDI High School, School Committee Budget Meeting November 12, 2013*
- 3 *D. Notification from Dept of Agriculture, Conservation & Forestry of Town of*
- 4 *Surry's Submission of its Comprehensive Plan*

5 Selectman Shubert asked to consider Item A, Assessing Report and asked about
6 the process for abatement. Town Manager Lunt suggested the Assessor make a
7 presentation at a future Board meeting.

8
9 MOTION: Selectman Mooers moved, seconded by Selectman Macauley, to accept
10 Consent Agenda items B – D as presented. The vote was in favor, 4-0.

11
12 MOTION: Selectman Mooers moved, seconded by Selectman Shubert, to table
13 Item A, Assessing Report and to invite Assessor Avila to make a presentation
14 regarding the abatement process at a future Board meeting. The vote was in favor,
15 4-0.

16
17 **VI. Selectmen's Reports**

18 None presented.

19
20 **VII. Old Business**

21 *A. Dumpsters at New Highway Garage*

22 Referring to Public Works Director Smith memo dated October 31, 2013, Town
23 Manager Lunt explained residents are telling him there is a need for the dumpsters
24 because once a week pick up during the winter isn't enough. Selectman Shubert
25 concurred and suggested options need to be explored. Discussion between the
26 Board and Public Works Director Smith included the fact that the Town Garage
27 area is not permitable for a solid waste transfer station; the criteria for a transfer
28 station; the lack of security, such as cameras on the dumpsters; the other
29 dumpsters in Town are singularly placed and seasonal, therefore not as subject to
30 permitting; and the need to visit all options, including a solid waste ordinance.

31
32 MOTION: Selectman Mooers moved, seconded by Selectman Macauley, to
33 approve in concept the first two bullets in Public Works Director Smith's
34 memo[Place locked gates on the three entrances to the highway garage site, which
35 will be open from 6:30 a.m. to at least 4:00 p.m., Monday – Friday; and have an
36 employee open, monitor, and close the site 8:00 a.m. to noon Saturdays &
37 Sundays], and include a shed roof type building at the discretion of Mr. Smith as
38 how to incrementally install as necessary to see what is the least intrusive and
39 most effective and whether he needs to take additional steps until this issue is
40 sorted out.

41
42 DISCUSSION: Selectman Shubert suggested we require people to use "town"
43 bags that they pay for as a way to limit trash to towns' people. Town Manager
44 Lunt suggested talking with people from the City of Brewer. They have an
45 excellent and very successful program built through public support and education.

46

1 VOTE: The vote was in favor, 3-1, with Selectman Shubert voting against.
2

3 **VIII. New Business**

4 *A. Citizen Request for Reinstatement to Tax Club*

5 Town Manager Lunt requested guidance from the Board. He wondered if it is the
6 policy of the Board to enforce the Tax Club Plan as written, or to allow the Tax
7 Collector some discretion so as not use the plan as a punitive measure. Currently,
8 each request must come before the Board. Board suggested the Town Manager
9 and Tax Collector work together to create a revised plan that would include policy
10 and procedures to enhance the implementation. In the meantime Board will deal
11 with reinstatement requests.
12

13 MOTION: Selectman Shubert moved, seconded by Selectman Macauley, to
14 reinstate Rob Benson to the Tax Club. The vote was in favor, 4-0.
15

16 *B. Hancock County Community Benefit Funds/Veterans Exemptions*

17 Town Manager Lunt explained the funds come from an agreement between
18 hancock County and a wind turbine company. Acceptance would need Town
19 Meeting approval since it is a conditional gift. The other option is to return the
20 check to the County and ask the Commissioners to distribute.
21

22 MOTION: Selectman Shubert moved, seconded by Selectman Macauley, to
23 authorize the Town Manger to return the check and ask the County to apply the
24 funds to veterans' exemptions and veterans widows exemptions to reduce their
25 property taxes. The vote was in favor, 4-0.
26

27 *C. Sand Bid Results*

28
29 MOTION: Selectman Shubert moved, seconded by Selectman Mooers, to award
30 the winter sand bid to Harold MacQuinn, Inc. at \$7.44 per cubic yard (\$18,600).
31 The vote was in favor, 4-0.
32

33 *D. Surplus Equipment and Materials for Sale List*

34
35 MOTION: Selectman Mooers moved, seconded by Selectman Shubert, to
36 authorize the sale of surplus equipment and materials, as described in the Public
37 Works Director's memo dated October 30, 2013, by bid process, and authorize
38 Public Works Director to accept or reject the bids and dispose of the items. The
39 vote was in favor, 4-0.
40

41 MOTION: Selectman Shubert moved, seconded by Selectman Macauley, to
42 authorize the Public Works Director to offer two items, as described in the Public
43 Works Director's memo dated October 30, 2013, to Cole Transportation Museum
44 in Bangor at no cost to them. The vote was in favor, 4-0.
45

1
2 *E. Plow Truck Purchase, Dealership Change*

3
4 MOTION: Selectman Shubert moved, seconded by Selectman Mooers, to
5 authorize the Public Works Director to purchase a plow truck from Quirk's at a
6 cost of \$75,970, and authorize him to accept Darling's offer to release the Town
7 from the current purchase agreement. The vote was in favor, 4-0.
8

9 *F. Authorization to Sign Contract for 2013 International/Ferrara CAFS*
10 *Pumper*

11
12 MOTION: Selectman Mooers moved, seconded by Selectman Macauley, to
13 authorize the Fire Chief to sign the contract with Ferrara Fire Apparatus for the
14 purchase of a 2013 International/Ferrara CAFS pumper in the amount of
15 \$322,976.00 from Fire Equipment Reserve account 400-24471. The vote was in
16 favor, 4-0.
17

18 *G. Cruiser Bid Results*

19
20 MOTION: Selectman Macauley moved, seconded by Selectman Mooers, to award
21 the bid to Darlings Ford for a 2014 Ford Utility Police Interceptor equipped as
22 outlined in their bid package of \$25,680 from account 1440110-57200. The vote
23 was in favor, 4-0.
24

25 *H. Authorize Dennis Shubert to register with Maine Public Utilities*
26 *Commission for the purpose of providing access to PUC documents and filings*

27
28 MOTION: Selectman Mooers moved, seconded by Selectman Macauley, to
29 authorize Dennis Shubert to register with Maine Public Utilities Commission for
30 the purpose of providing access to PUC documents and filings. The vote was in
31 favor, 3-0-1, with Selectman Shubert abstaining.
32

33 *I. Request to Establish Alternative Warrant Authorization Practice*

34 Part of the issue stems from the payroll warrant and the very small window of time
35 available to have the warrant signed prior to the issuance of funds through the
36 ACH process for direct deposit. Treasurer Mahar explained even with an alternate
37 method, such as giving the Town Manager permission to use a facsimile signature
38 stamp of a Board member, the Board, or a member of the Board, still needs to
39 review any warrant prior to signing. It was determined that warrants can be
40 scanned and emailed to Board members for review, and permission granted by
41 return email. Selectman Shubert suggested the use of electronic signatures.
42 Selectman Mooers recommended looking at the entire process as to how funds are
43 released, the timing issue, and any related glitches.
44

45 MOTION: Selectman Mooers moved, seconded by Selectman Macauley, to
46 approve an alternative warrant authorization practice which involves a facsimile

1 signature of a Board member and email authorization to the Town Manager to use
2 the facsimile signature stamp. The vote was in favor, 4-0.
3

4 *J. Such other business as may be legally conducted*
5 None presented.
6

7 **IX. Treasurer's Warrants**

8 *A. Approve & Sign Treasurer's Warrant AP1425 in the amount of \$611,908.20*

9 *B. Approve Signed Treasurer's Wage & Benefit (Payroll) Warrants 19, 20, 21*
10 *in the amounts of \$768.62, \$46,462.57, & \$42,487.45; State Fees Warrant*

11 *AP1423 in the amount of \$1,237.50; and State Fees & Wage & Benefit (Payroll)*
12 *Warrant AP1424 in the amount of \$65,613.59*

13 *C. Acknowledge Treasurer's School Board Payroll Warrant 9 in the amount of*
14 *\$134,982.46*
15

16 MOTION: Selectman Mooers moved, seconded by Selectman Macauley, to
17 approve and acknowledge Treasurer's Warrants as described in agenda items A –
18 C totaling \$903,460.39. The vote was unanimous in favor, 4-0.
19

20 **X. Adjournment**

21
22 MOTION: At 7:25 p.m., Selectman Mooers moved, seconded by Selectman
23 Macauley, to adjourn. The vote was unanimous in favor, 4-0.
24
25

26 Respectfully submitted,
27
28
29
30

31 John B. Macauley
32 Secretary
33

