

Workshop
Bar Harbor Town Council
August 2, 2016

- I. **CALL TO ORDER** – 5:45 p.m. – Town Council Chambers
 - A. **Excused Absence(s)**
- II. **Town Council Workshop** with Town Attorney on roles and responsibilities of Town Councilors.

Agenda
Bar Harbor Town Council
Regularly Schedule Meeting Resumes at 7:00 p.m.

- III. **COMMITTEE APPOINTMENTS** –
 - A. Council to consider Appointments Committee recommendations to appoint the following with expiration date of July 31 of their applicable year:
 - 1. **Marine Resources Committee:** Three year term
 - a. Chris Peterson
 - 2. **Parks and Recreation Committee:** Three year term
 - a. YMCA Representative – Thomas Parham
 - B. Council to consider appointments:
 - 1. **Hancock County Planning Commission**
 - a. Robert Osborne, Planning Director
- IV. **PUBLIC COMMENT PERIOD** – The Town Council allows at this time up to fifteen minutes of public comment on any subject not on the agenda and not in litigation with a maximum of three minutes per person.
- V. **APPROVAL OF MINUTES** – Not available at this time
- VI. **ADOPTION OF AGENDA**
- VII. **CONSENT AGENDA** – A single vote has been scheduled to approve the following routine items of business without discussion, unless individual agenda item action is requested by a Councilor:

- A. **Vehicle for Hire** – Possible motion to approve one limousine license for 200E d/b/a Unified Limousine as requested by Dennis Hutchins. Approved by Police Department and insurance provided.

VIII. PUBLIC HEARINGS:

- A. **Special Amusement Permit: Project Social**, 16 Mount Desert St., request for Class 2, two musicians without mechanical amplification as submitted by Cody Gordon. (NEW)

IX. REGULAR BUSINESS:

- A. **Broadcasting Board Meetings** – Consideration and possible approval of contracting with Town Hall Streams to broadcast current board meetings.
- B. **Code Enforcement Violations** – Consideration for possible action to unresolved code violations for the following:
 - 1. Bobbi Lynn Hutchins d/b/a Blue Door Restaurant, 135 Cottage Street, Tax Map 104 Lot 029-000
 - 2. RDR Realty d/b/a Olive Park Café, 59 Cottage Street, Tax Map 104, Lot 085-000
- C. **Council Goals** – Quarterly status report by the Town Manager.
- D. **Treasurer’s Warrant** – Request of Treasurer to authorize paid bills.

X. TOWN MANAGER’S COMMENTS

XI. COUNCIL COMMENTS AND SUGGESTIONS FOR NEXT AGENDA

XII. EXECUTIVE SESSION: (None Anticipated)

XIII. ADJOURNMENT

**In order to assure your full participation in this meeting,
we would appreciate your informing us of any special
requirements you might have due to a disability.
Please call 288-4098**

Manager's Memo

To: Bar Harbor Town Council
cc: Department Heads
From: Cornell Knight, Town Manager
Date: Friday July 29, 2016

Re: **Town Council Meeting of August 2nd**

Open Workshop/Meeting with Town Attorney Ed Bearor at 5:45 pm.- The Roles and Responsibilities of Town Councilors

CALL TO ORDER – 7:00 P.M.

- I. A. Excused Absences** – None that I am aware of, but if one occurs a possible motion: to excuse Councilor _____ as provided by Town Charter section C-12.B(1)(d).
- III. Council Appointments:**
- A. Appointments Committee recommendations: A possible motion:**
- 1.) nominate Chris Peterson to the Marine Resources Committee (no second required)
 - 2.) The MOU with the YMCA designates a Y person to the committee. Nominate Thomas Parham to the Parks & Recreation Committee as the YMCA representative. (no second required).
- B. Council Appointment** – Robert Osborne, Planning Director to the Hancock County Planning Commission.
- VII. Consent Agenda** - A possible motion: to approve the consent agenda as published.
- A. Vehicle for Hire**- 200 E dba Unified Limousine. Approved by the police department. A possible motion: to approve one limousine license to 200E.
- VIII. Public Hearings-**
- A. Special Amusement Permit** - NEW application- **Project Social**, Cody Gordon, 16 Mount Desert St. No complaints from the police department. Possible motion: motion to approve the Special Amusement Application for the Project Social for a Class 2 permit without amplification as advertised.

IX. REGULAR BUSINESS:

- A. Broadcast Town Meetings** – See the enclosed memo from Steve Cornell, Technology Systems Administrator. Town meetings currently broadcast are Council, Planning Board, Design Review, Appeals, Assessment Review and Warrant. The new broadcasting program would be internet based, so meetings could be viewed on demand instead of waiting for a re-broadcast that is only available to cable subscribers. The other option is to purchase a dvd. There is a \$250/month fee with this new system but the equipment upgrade in the CIP could be eliminated. You can view a test sample meeting at <http://www.townhallstreams.com/locations/bar-harbor-me> Click on 'By Type' in the Previous section, and then 'Other'. There is only one event, Test - July 27, which is a rebroadcast of a Board of Appeals meeting. You can also go to www.townhallstreams.com and see other towns in Maine that are using the service. A possible motion: to contract with Town Hall Streams for broadcasting town meetings and fund the monthly fee from account # 2122-6120.
- B. Code Enforcement Violations**-Enclosed are memos from Angela Chamberlain, Code Enforcement Officer regarding 2 Land Use Ordinance violations.
- 1. Bobby Lynn Hutchins** dba Blue Door Restaurant- 135 Cottage Street. Sign and building permit violations. No response from the applicant following 4 notices. A possible motion: to authorize the Town's Attorney to file an enforcement action against Bobby Lynn Hutchins in the Maine District Court or Superior Court pursuant to 30-A MRSA Sec. 4452.
 - 2. RDR Realty** dba Olive Park Café, 59 Cottage Street. Sign, building permit and fence violations. No response from the applicant after 2 notices. A possible motion: to authorize the Town's Attorney to file an enforcement action against RDR Realty in the Maine District Court or Superior Court pursuant to 30-A MRSA Sec. 4452
- C. Council Goals Update.** Enclosed is the update on your goals. In regards to Item F,2, do you want to hold another neighborhood meeting? An option is the Neighborhood House in Hulls Cove, although I have not contacted them with dates. A possible motion: to accept the Council Goals update as presented and file with the Town Clerk.
- D. Treasurer's Warrant** – I recommend passage of a motion: to sign the Treasurer's Warrants for paid bills.



Town of Bar Harbor

Application for Bus/Carriage-for-Hire/Limousine/Taxicab/Pedicab License

VII A

FEE SCHEDULE	
Taxi, Carriage-for-Hire and Pedicab (1 - 14 passengers)	\$65
Limousine and Bus (15 or more passengers)	\$119

Owner's Name: 200E d/b/a: Unified Limousine
 Address: 200 Exchange Street, Bangor, ME 04401
 Phone (land): 207-370-5466 Phone (cell): _____

List all drivers and their Maine Driver's License Number below (use back of application if more space is necessary)

Name: Dennis Hutchins ME Driver's Lic #: _____
 Name: Elizabeth Gurtowski ME Driver's Lic #: _____
 Name: _____ ME Driver's Lic #: _____
 Name: _____ ME Driver's Lic #: _____

List all the vehicles you wish to include in this application (use additional sheet if more space is necessary)

Type of Vehicle Bus/Carriage/Limo/Taxi/Pedicab	Year/Make/Model/Serial or VIN	# Seats	Own or Lease
Limo	1L1FM81W64Y604950	10	Own

I hereby agree to abide by Chapter 40 of the Bar Harbor Town Code as well as all applicable laws, statutes, ordinances and regulations related to the operation of Buses, Carriages-for-Hire, Limousines, Taxicabs and Pedicabs.

Owner's Signature Dennis Hutchins Date 04/15/2016

For official use:

Approvals: Police Department [Signature] Date 07.25.16
 Town Clerk, Fee Paid [Signature] Date 07-26-16
 Proof of Insurance (DEC page with VIN) [Signature] Date 07-26-16

Copy of Chapter 40 of the Bar Harbor Town Code provided



Town of Bar Harbor VIII A. Application for Special Amusement Permit

Permit Fee
\$129

Special Amusement Permits are valid only for the license year of the applicant's existing liquor license.

Date: 7/20/2016 Application Type: New Renewal Permit Number: _____

Applicant: Cody Gordon Applicant's Address: P.O. box 976, Bar Harbor ME 04609
Name Mailing Address

Business Name: CPS MDI Inc, Project Social Business Address: 16 Mount Desert St, Bar Harbor ME 04609
Physical Address in Bar Harbor

Type of Business: Restaurant Location to be used: to the left of front entrance
Restaurant, Bar, Nightclub, etc. Where on the premises will the amusement take place?
Use back of page if necessary.

Has a liquor license or special amusement permit for this business ever been denied or revoked? Yes No
If yes, describe the circumstances in the space below.

Has the applicant, any partners or corporate officers of the business ever been convicted of a felony? Yes No
If yes, describe the circumstances in the space below.

The Town Council requests all applicants or their representatives attend the public hearing to answer any questions. Please be advised that the absence of your representative may delay the Council's decision.

Application is hereby made for a Special Amusement Permit for one of the following:

Without Mechanical Amplification

- Class 1 – Single musician
- Class 2 – Two musicians
- Class 3 – Three or more musicians

With Mechanical Amplification

- Class 1a – Single musician
- Class 2a – Two musicians
- Class 3a – Three or more musicians

With Mechanical Amplification and Dancing

- Class 1ad – Single musician
- Class 2ad – Two musicians
- Class 3ad – Three or more musicians

Other Entertainment or Amusement

- Class 4 – any other type of entertainment, as provided by 28A MRSA 1054.1.C

I certify that this application is true and correct, that I have received a copy of the Special Amusement Ordinance and that I will read said ordinance prior to offering any special amusement.

[Signature]
Applicant's Signature

The Municipal Officers of Bar Harbor hereby approve deny this application on _____ Date

Patricia A. Gray, Town Clerk

Memo

To: Cornell Knight
From: Stephen Cornell, Technical Systems Admin
Date: 6/21/2016
Re: Changing how the Town broadcasts meetings

I met with the ceo of Town Hall Streams, <http://www.townhallstreams.com/> Eric Spenlinhauer at the MMA Tech Conference a few weeks ago, and recently had a hands on demo of the service.

Town Hall Streams provides live streaming of meetings for municipalities. In addition, they provide on demand playback capability of all recorded meetings and archival of the video for up to 5 years.

Our current broadcast system is limited to live and scheduled replays via the DVD based system currently in use and we cannot offer on-demand playback. We provide playback of each meeting till the next scheduled meeting, and then rotate that DVD recording out. We also provide a copy to Jesup library to accommodate viewers.

Overview of how the service works

Scheduling a meeting takes about 30 seconds or so for each event. You log into a web based interface, and It is like scheduling a calendar event on our website. You name the meeting, select the date and time, upload your agenda (if desired) and hit save. The event is then automatically scheduled for recording at a future date. NOTE: You are required to state an end time for the meeting.

If the event is scheduled to begin at 7pm, and starts at 7:02pm, there is a mechanism to adjust the start time of the rebroadcasted event by logging into the recording, review the video, and set a delay of 120 seconds (for the 2-minute delay of the official start time) so viewers will not see the 2-minute pre-roll of just our bulletin board slides (BBS). Starting a meeting early will cause an issue as it will not be recorded.

Bar Harbor will have our own page on their site that we would link to from our site. On that page it will list all live, upcoming and past meetings.

Cost

The cost is \$250.00 per month, and includes unlimited meetings, 5 years of storage for on demand playback. The equipment is supplied to the town at no cost and is warrantied for life. The cost for archival beyond 5 years is an additional \$25 per month, but would only have to be done after 5 years passed.

There are plusses of moving to this service.

1. On demand playback capability. Anyone can watch, at any time.
2. We would not have to replace our aging DVD based system for playback.

3. No cost to residents/businesses to watch at a later date if they missed the live or rebroadcasted event, they can watch online for free, no need to buy a DVD copy.
4. We could eliminate the Ch7 TWC based re-broadcasts completely if desired. Currently, no satellite subscriber can view them as they are transmitted on TWC (soon to be Charter) only. We move all the rebroadcasts to the Internet. If we want to keep Ch 7 re-broadcast, we need to replace the DVD system.
5. We can eliminate our current server based streaming. These are re-deployed HP servers that will need to be replaced in the future, and can save some money by not doing so.
6. As the recordings/streams can be pre-scheduled, no interaction is required by anyone to begin the broadcasts...they just need to start on time.
7. There is a mechanism to upload recorded video to the service if an event is not recorded or if it was not scheduled correctly. Albeit it's a clunky upload option, it does exist.
8. In the event we are unable to get a person to broadcast the event, the automated recording would still occur, we would need to set a static 'wide' shot, and no close-ups or audience shots would be done, but we are unable to do that currently.
9. They can set the resolution of the stream to a higher quality due to our high bandwidth upload capacity.

There are a few minuses

1. They do not have an 'on the fly' meeting recording option, although it only takes about 30 seconds to create a meeting event. This means ALL events would need to be scheduled in advance. You can't push a button on a box to start the streaming/recording as we do now, there is no interface or option to do so, physical or web based.
2. Someone will need to be responsible for confirming the meetings are actually scheduled for recording. We currently have multiple departments scheduling their own calendar. Internal communication will be critical for this to work. It was suggested by the vendor that the department that schedules the meeting be responsible for creating the video recording timer.
3. Ending of events is not the cleanest process. You have to create an event for it to be recorded and you have to set an end time. Vendor suggested practice is to schedule the recording to end hours after the estimated event ending, so a Council meeting would be scheduled for 7pm to 1am. The recording would then have 4 hours of our BBS info recorded if it ended at 9pm. There is no mechanism for trimming unwanted recording of the meeting at the end like there is for the start, but, the web interface does have an option to stop recording, you must be logged into to do so.
4. You can't have the broadcast person schedule the meeting at the same time as trying to record it, too many moving pieces to do it smoothly, but, the logging in and ending a meeting is doable.

Recommendation

I recommend that the Town of Bar Harbor contract with Town Hall Streams to provide live and on demand streaming of our Council, Planning Board, Design Review, Appeals, and other meetings as desired.

I recommend that if we move to streaming meetings, we continue to broadcast live events only on Ch7 via Charter (nee TWC) and stop the rebroadcasts. Our DVD system is aging

and outdated and is overdue to be replaced. Moving to an on-demand Internet based streaming option is where we should be looking to go, especially since people expect it to be available online. Any argument that we need to have Ch7 rebroadcasts continued 'because we have always' done it is invalid. Only TWC subscribers can view it, no satellite users can see them.

I recommend that we dismantle our DVD based system out of the rack and take the opportunity to rewire it with only one DVD unit in the event we want to broadcast some public info item. This would allow us to perform some needed maintenance in a much more relaxed fashion and not under a time restriction.

I recommend that if we engage with this service that the departments that schedule the meetings also be responsible for either scheduling the recorded event at the same time or be responsible to send it to a central person to schedule the recording. This is the one potential issue I see.....if it is not scheduled via the web interface, it will not be recorded. We would still employ a person to do the broadcasts as we do currently, that would not go away.



IX B.(1)

MEMORANDUM

TO: Town Council Members
CC: Cornell Knight, Town Manager
Robert Osborne, Planning Director
FROM: Angela M Chamberlain, Code Enforcement Officer *AC*
DATE: July 18, 2016
SUBJECT: Bobbi Lynn Hutchins – Blue Door Restaurant

.....

I am writing this memorandum to you pursuant to section 125-101 A. (1) of the Bar Harbor Land Use Ordinance.

The property located at 135 Cottage Street, Bar Harbor Tax Map 104, Lot 029-000 was notified of a Land Use Ordinance violation on May 18, 2016 and again on June 17, 2016 in the form of an official notice of violation and the violation has not been resolved satisfactorily using normal enforcement techniques. The Town's Attorney, Ed Bearor, has been consulted and has reviewed this memorandum.

I have included in this memo a list of the events as they occurred and exhibits attached for you to review.

- On May 18, 2016, I sent the property owner a Notice of Violation for installation of signage which had not received approval by the Design Review Board or a building permit, and the change in paint colors to the exterior of the building without Design Review Board approval.
- On May 19, 2016, TP Maddatu signed at the Bar Harbor Post Office for the certified Notice of Violation mailing. No one contacted me to discuss the violation.
- On June 17, 2016, I sent a second Notice of Violation to the property owner for the same issues that were still unresolved.
- On July 1, 2016, Terry Maddatu signed at the Bar Harbor Post Office for the certified Notice of Violation mailing. No one contacted me to discuss the violation.
- No action has been taken by the property owner since that time to remedy this violation.

ADDITIONAL ENFORCEMENT ACTION TO BE TAKEN

Pursuant to Section 125-101 A. (1) of the Land Use Ordinance, I am required to indicate in this report the additional enforcement actions that I intend to take with respect to the property discussed in this report. At this point I do not see any additional enforcement action available other than denying any requests for any permits or approvals at the property pursuant to section 125-78 B. of the Land Use Ordinance.

RECOMMENDATIONS

the Council may wish to:

- (1) Authorize the Town's attorneys to file an enforcement action in the Maine District Court or Maine Superior Court pursuant to 30-A M.R.S.A. § 4452. An enforcement action in this case would seek: civil penalties (i.e., fines); an injunction ordering the defendants to correct or abate the violations; and reimbursement of the Town's attorney fees, expert witness fees, and costs. Possible defendants to such an action would include: the property owner and/or the property owner's agent.

Alternatively, the Council may wish to:

- (2) Consider entering into an administrative consent agreement for the purpose of eliminating the violations and recovering fines without court action, pursuant to Section 125-101 A. (2) of the Land Use Ordinance. Possible parties to such a consent agreement would include: the property owner and/or the property owner's agent.



BICYCLE RENTALS

EAT DRINK

SALES & SERVICE

COLLEGE AVE





DRINK

135





IX B (2)

MEMORANDUM

TO: Town Council Members
CC: Cornell Knight, Town Manager
Robert Osborne, Planning Director
FROM: Angela M Chamberlain, Code Enforcement Officer *AC*
DATE: July 18, 2016
SUBJECT: RDR Realty – Olive Park Cafe

.....

I am writing this memorandum to you pursuant to section 125-101 A. (1) of the Bar Harbor Land Use Ordinance.

The property located at 59 Cottage Street, Bar Harbor Tax Map 104, Lot 085-000 was notified of a Land Use Ordinance violation on June 21, 2016 and the violation has not been resolved satisfactorily using normal enforcement techniques. The Town's Attorney, Ed Bearor, has been consulted and has reviewed this memorandum.

I have included in this memo a list of the events as they occurred and exhibits attached for you to review.

- On June 21, 2016, I sent the property owner a Notice of Violation for installation of signage which had not received approval by the Design Review Board or a building permit, and the installation of a fence without Design Review Board approval or a building permit.
- On June 24, 2016, I received the certified mailing back from the Bar Harbor Post Office marked as "refused". No one contacted me to discuss the violation.
- No action has been taken by the property owner since that time to remedy this violation.

ADDITIONAL ENFORCEMENT ACTION TO BE TAKEN

Pursuant to Section 125-101 A. (1) of the Land Use Ordinance, I am required to indicate in this report the additional enforcement actions that I intend to take with respect to the property discussed in this report. At this point I do not see any additional enforcement action available other than denying any requests for any permits or approvals at the property pursuant to section 125-78 B. of the Land Use Ordinance.

RECOMMENDATIONS

the Council may wish to:

- (1) Authorize the Town's attorneys to file an enforcement action in the Maine District Court or Maine Superior Court pursuant to 30-A M.R.S.A. § 4452. An enforcement action in this case would seek: civil penalties (i.e., fines); an injunction ordering the defendants to correct or abate the violations; and reimbursement of the Town's attorney fees, expert witness fees, and costs. Possible defendants to such an action would include: the property owner and/or the property owner's agent.

Alternatively, the Council may wish to:

- (2) Consider entering into an administrative consent agreement for the purpose of eliminating the violations and recovering fines without court action, pursuant to Section 125-101 A. (2) of the Land Use Ordinance. Possible parties to such a consent agreement would include: the property owner and/or the property owner's agent.



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TOWN OF BAR HARBOR
MUNICIPAL OFFICES - PLANNING
93 COTTAGE STREET
BAR HARBOR, ME 04609



7016 0340 0001 0450 5079

Refused

Return Receipt Requested

*R
Not till
6-22-16*

Return Receipt Requested

|||||
RDR REALTY BH, LLC
59 COTT
BAR HA

NOV 22 015 DE 1 0005/24/16
RETURN TO SENDER
REFUSED
UNABLE TO FORWARD

04609@1400 ||| RC: 04609140099 *1659-00463-24-34

Bar Harbor Town Council

Vision

The Bar Harbor Town Council is resolute in its commitment to promoting a sustainable and resilient community. Efficient use of public funds, good governance in accordance with the Town Charter and citizen involvement will ensure ample access to goods, services, housing and education and afford our diverse residents and visitors an outstanding quality of life.

2016 Five Year Goals

~ FY16 through FY21 ~

A. Keep the rate of Property Tax Increases low and Enhance User-based Revenues

1. Work with the manager to draft a Municipal Budget that will keep property tax increases to a minimum, while still considering services that are necessary and appropriate. –

Cornell: Tax increase is estimated at 1.3%. Tax Commitment should be finalized in 2 weeks.

2. Work to identify opportunities to match potential revenues to incurred expenses to minimize impact on property tax and rate-payers, including payments in lieu of property taxes.-

Cornell: Town Council voted not to proceed with a PAYT program but did form a Task Force on Recycling. A \$45,000 grant will be used to replace the pier floats ahead of the CIP schedule. A \$95,000 DEP grant will be used to lower the cost of the Cromwell Harbor bridge construction, which starts by the end of August.

3. Work with the Finance Director and Assessor to understand possible variances/inequities in property assessment to determine the need for and timing of a revaluation of all properties. –

Stan: Expect to obtain new information after the 4/1/16 assessments are firmed up for the 2016 tax bills this summer to re-evaluate any trends which would help to place a focus on any segments that are clearly out of line in market value vs. assessments.

B. Protect the local environment on which much of our economy is based

1. Work with other towns in the region to study in support of solutions to the long-term issue of solid waste management and disposal. –

Chip: Town Council voted in February to join the MRC/Fiberight project in 2018. Fiberight has received approvals from the Town of Hampden and DEP.

2. Explore opportunities to significantly reduce reliance on fossil fuels by the town, local businesses and residents through a town or regional “solarize” program that coordinates education, purchasing, installation and financing options. –

Chip: Solar array on the PW Garage is fully operational. The Community Solar Farm ceremony is August 1st.

C. Create effective plans for a Sustainable Future

1. Work toward a simplified, enforceable Land Use Ordinance. –

Bob: The Town voted to approve Land Use Ordinance amendments that create a clearer review process for approvals of signage. The Town also voted to reinstitute a number of uses to the Downtown Districts that are long-term established uses that will now be expandable.

2. Explore, with the HUB of Bar Harbor and the Chamber of Commerce, creation of a downtown development district or tax increment financing to enhance self-financed planning and economic development within the downtown area, including seeing currently vacant commercial lots fully utilized. –

Bob: The HUB is exploring grant opportunities for supporting their mission.

D. Improve the Effectiveness and Delivery of Municipal Services

1. Promote and support effectiveness and efficiency of public safety services and other municipal services, including current and new collaborations with other towns. –

Chief Willis:

Police Chief Sharing agreement, mutual aid agreement. Combined patrol work schedule has been in place since May 22, 2016. Shared supervision and new supervisor schedule in place as of May 22, 2016. Shared software DHQ is in use for roll call items, centralized policy storage and access along with schedules are being built in DHQ now.

BH and MD contributed equally toward initial engineering costs for new radio frequency on ANP tower, at least fall before anything is final.

Spillman purchase and implementation completed, we are now working on combining MDPD and BHPD into one set of records on Spillman to make things easier for end users. All full time Law Enforcement agencies in Hancock County are now on the same records management system. MDPD and BHPD dispatch are now able to contribute to each others calls electronically.

We've recently trained newer dispatch staff on phone transfers to minimize interruptions when members of public call for us. i.e. if the Chief or a Supervisor is in Bar Harbor and the citizen calls MD for them, the call is just transferred to the BH Office by dispatch and the caller doesn't notice the transition.

BHFD was first FD in Hancock County to be granted live mobile access to Spillman dispatch screens (CAD). They have live up to the minute electronic info about emergency calls in their trucks via laptops. FD "I am responding" text messaging was incorporated to Spillman CAD which greatly improved the speed and quality of info for the FD.

All Officers from both agencies are sworn in in both towns and new deputy commissions are underway to reflect statute change (need to get everyone sworn in again). Officers from both agencies work on regional enforcement teams (grant funded admin by HCSO) for directed patrols for underage drinking and impaired driving enforcement.

Chief continues as Dist 7 rep for Maine Chiefs and is still on Executive Board as immediate past president of MCOA until September. Lt. Kerns continues to chair the District 7 training council.

Field Training - Our newest entry level hires for part time dispatch and parking enforcement have been cross trained so they can work either job in either town, we have three employees like this now. Our formal field training programs for Officers and Dispatchers have been integrated. Our Officer FTO coordinator is an MDPD veteran officer, he coordinates all FTO training, using BHPD and MDPD trainers. Same is done for dispatchers. Trainees get a greater variety of experience and we have more trainers to utilize. It's facilitated good interagency interactions.

Chief Bartlett:

Improve the Effectiveness and Delivery of Municipal Services

- 1. Consolidated the fire and EMS budgets into one single operating budget.*
 - 2. Ongoing working relationships with the other Island Fire and EMS departments. Strong relationships between departments helps meet the demand, and provide effective services to the Island residents and visitors.*
 - 3. I have been appointed by Hancock County Firefighters Association, to serve on the Board of Directors for Maine Fire Chief's Association.*
 - 4. Promote educations for department members. Education will allow the department to stay relevant in our field, and in turn provide high level fire and EMS services.*
 - 5. Working with Northeast Harbor EMS and Southwest/Tremont Ambulance on purchasing of new monitor/defibrillators. We are looking at making a group purchase for new monitor/defibrillators to get the best price possible, and to keep the continuity of equipment between all the services.*
- 2. Work through the League of Towns to design professional development opportunities, including encouraging municipal employees to cross-train for appropriate functions and collaborate where appropriate through formal and informal arrangements. –*

Cornell: I explored the HR module in MUNIS so training costs and perhaps employee time when shorthanded could be shared with the Town of Mt. Desert. There were some funds remaining in a contract account, but the cost of the module with shared training exceeded \$22,000, so it will need to be considered at budget time.

E. Improve Local Infrastructure

1. Continue to actively engage MDOT and our State and Federal delegations to ensure Route 3 reconstruction is completed –

Chip: DOT is conducting appraisals now and Right of Way negotiations will be finished in September. DOT is anticipating an October 19 bid day and contract award by Thanksgiving.

2. Encourage and assist the Maine Port Authority to acquire the ferry terminal. –

Bob: Planning Board is developing a shoreland district specifically to address the reuse of the ferry terminal lot. The Port Authority is planning to sign the lease/purchase agreement in August.

3. Sustain and grow cruise ship visitation, within limits set by the Town Council on a yearly basis, to ensure that the income stream from cruise visitation continues to make Maine Port Authority acquisition of the ferry terminal viable. –

Charlie: The Harbor Department continues to schedule cruise ship visits well into the future. Currently, the 2016 Cruise Ship Schedule is slightly below the 2015 level; however, 2017 has more large ships scheduled at this point in time than 2015. There are reservations for cruise ships scheduled out to 2025.

Bob: Worked with the Cruise Ship Committee to develop an economic impact survey for cruise ship passengers. Developing RFP to secure a consultant to make much needed improvements to the Cottage Street Corridor.

4. Seek solutions to on-going parking problems in the summer season.

Bob: Planning Board developed draft parking amendments for the November ballot for the Land Use Ordinance to create solutions to longstanding parking issues.

The Town Council reviewed parking recommendations March 10th and referred implementation to the new Parking Solutions Task Force.

5. Adopt a master plan for the transfer station. – *Pending. The new Recycling Committee will be reviewing the plan.*

6. Design, fund and rebuild Grant Park. –

Chip: In the process of finalizing sprinkler system design and updating estimate. Expect Parks and Recreation Committee to review changes at their August 15 meeting.

7. Explore options for rebuilding Harborview Park. – *No action.*

8. Respond to opportunities for improved broadband service within downtown and areas of the town not currently served. –

Stan: Staff and CTF continue to encourage Fairpoint and Time Warner to provide an estimated cost of build out for fiber for the Municipal network, with equivalent speeds as the Town has currently. Some progress has been made, as GWI has provided a cost estimate, but Fairpoint and TW have not. All vendors have received the specific service locations required from Town staff. CTF is also waiting for more guidance from the Council on a general course of action in regards to public outreach.

9. Study future space needs and options for public safety functions within Bar Harbor, as exploration of collaboration with other towns proceeds –

Chief Willis - BHPD facility is inadequate, it does not meet the needs of the agency and will need to be addressed soon. We are working on plans to reconfigure things so that it works as well as it can for us, but to make one thing better, we give up something else, everyone has to stop working and leave a room so an officer can conduct and interview or we think about giving up a cell to make some office space.

We are using three separate office work spaces which are not connected. They are as follows; the BHPD, the Port Security and MDPD for records and Admin Asst. location.. Additionally, our records archive which is accessed a few times a month, is located in yet another location, the basement of the Town Office. We also use a different space in the Town Office basement for evidence storage. We'll soon be exploring ways to incorporate MDPD's evidence room into our plans to mitigate the space constraints at BHPD. MDPD won't be able to absorb much more of BHPD's overflow, MDDP is filling up. One centralized location for all of our services is needed. There is a building study available, it was paid for from a grant, it summarizes that there are not many options with the current building. We've nearly exhausted our available options to get us by and its beginning to make our jobs more difficult because of the fragmentation and limitations of the work spaces.

Chief Bartlett-

1. ***Continue to work with Chief Willis to help address the space needs of the current police station.***
2. ***Soliciting bids to put in heat pumps in the FD and PD. This would replace the current use of window insert AC unit, and reduce the cost of electricity of the public safety building.***

10. Study and create a priority list of in-town roads, noting both short-term needs for resurfacing and long-term needs for reconstruction, with appropriate planning, engineering and funding mechanisms. –

Chip: Consolidated Work Plan on hold due to costs. Maintenance mix paving was applied to Cottage Street, Main Street, Wayman Lane and Hancock Street.

11. Explore potential for and promote construction of additional bike lanes and other amenities for cyclists in the downtown area, and along roadways/routes leading into town, especially when roads are reconstructed, and when collaboration is possible with Acadia National Park and Maine Department of Transportation. –

Chip: An engineering estimate to design Crooked Road bike path is \$32,000.

F. Improve the Effectiveness and Efficiency of our Town Governance and encourage citizen involvement

1. Study appropriate electronic voting technology to improve efficiency and accuracy of tabulating votes at annual open Town Meeting. –

Pat: Until a Charter change, this method is inefficient for our style and regulatory town meeting. Ballots will still be required on certain votes.

2. Improve communications with tax-payers and residents, in part, through periodic council meetings held in the various villages of the town, preceded by opportunities for “conversations”, facilitated by a neutral moderator, that will help council members better understand the needs and hopes of residents and residents to understand the roles and responsibilities of the council. –

Pat: Held a meeting in Town Hill this past spring.

3. Work with town boards and committees to design workshops to increase citizen participation in town government. –

Cornell: The Maine Municipal Association held an Elected Officials Workshop in Bar Harbor in April. But Planning Board, Board of Appeals and Board of Assessment Review training sessions are often in Augusta, too far for volunteers to take a full day to attend. I have asked MMA about webinars.

HISTORY

10-28-14	Results of Goal Setting workshop
11-18-14	Goals adopted by Council
12-2-14	Council amended E.7. to include Grant Park
3-17-15	Staff's update status
7-21-15	Staff's update status
10-29-15	Results of Goal Setting workshop
12-01-15	Goals adopted by Council, amended E. title, deleted #8
03-15-16	Staff's update status
08-03-16	Staff's update status