

Minutes

Warrant Committee 2018 3rd Meeting Monday, February 26, 2018

1. **Call to Order:** 7:04 P.M. by Chairman Dargis. 18 voting members in attendance: **Present:** Julie Berberian, Robert Chaplin, John Dargis, Sherry Dyer, Rosemary Gladstone, Michael Good, Christine Harding, Emily Henry, Jake Jagel, Donna Karlson, Elizabeth Kase, Amanda Kendall, James Kitler, Seth Libby, Joe Minutolo, Kathleen St. Germain, Larry Sweet, Michael Tadenev; **Absent-excused:** Steve Boucher, Andrew Daul, John Kelly; **Present but not a sitting member at roll call:** Chris Smith.
2. **Approval of Minutes:** Mr. Jagel moved and Mr. Tadenev seconded a motion to approve the February 12, 2018 meeting minutes. *Motion unanimously approved.*
3. **Housekeeping:** Chairman Dargis introduced Town staff and others in attendance: Cornell Knight-Town Manager; Stan Harmon-Finance Director; Sarah Gilbert-Tax Collector; Justin Van Dongen-Assessor; Steve Cornell-Technology Systems Administrator; Angie Chamberlain- Code Enforcement Officer; Pat Gray-Town Clerk.
4. **Election of new member:** Mr. Dargis announced that the WC Nominating Committee, comprised of himself, Julie Berberian, and Seth Libby (the WC Chair, Vice Chair/Chair of the Protections Sub-Committee, and Secretary, respectively), had met and selected Ms. Chris Smith for presentation to the full WC for a vote to fill the vacancy left by Michael Blythe's resignation. Mr. Dargis further noted that the Nominating Committee had nominated two other candidates, Anne Marie Quinn and Meaghan Kelly as alternates, and, in light of their long-standing interest in serving, recommended that both be added to the WC list of candidates for the 2018 Town Meeting. There be no further questions or nominees from the floor, Mr. Dargis moved and Mr. Libby seconded a motion that Chris Smith be elected to the WC. *Motion unanimously approved.*
 - a. **7:18 PM:** Chris Smith sworn in by Pat Gray, Town Clerk, and joins the meeting, bringing the number of **voting members present increases to 19.**
5. **Public Comment:** Chairman Dargis asked if there was anybody who wished to speak before the meeting started.

- a. Ms. Karlson requested permission to temporarily step down from her role as a WC member to speak as a public citizen. There being no objections, Mr. Dargis agreed. **Voting members present drops to 18.**
 - i. Ms. Karlson expresses concerns about claims made concerning the contents of a document she received from the Town Manager that appears to form the basis of the TC's recent decision to investigate certain members of the WC.
 - ii. Mr. Dargis asks Ms. Karlson to stop. He notes that public comments are limited to items on the agenda, and that the document and/or investigation are not on the agenda.
 - iii. Other WC members express an interest in hearing what Ms. Karlson has to say. Chair Dargis asks if there are any objections to allowing Ms. Karlson to continue. Hearing none, he asks her to resume.
 - b. Ms. Karlson resumes: specifically, she notes that, contrary to public statements by the TC and Town manager, the document shows that only two WC members might have been in attendance. Ms. Karlson returns to her seat. **(Voting members returns to 19)**
 - c. Mr. Knight requests the right to rebut: he notes that the document lists names that constitute of a majority of the General Government Subcommittee.
6. Mr. Dargis introduces Mr. Jagel, Chair of the General Government subcommittee, who presents the subcommittees motions on the following items:

7. Planning Department

a. Revenues & Fees

- i. **Code Enforcement Division.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount \$154,700 for Code Enforcement Division revenue. *The motion passed unanimously (19 votes).*
- ii. **Planning Department.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$16,550 for Planning Department revenue. *The motion passed unanimously (19 votes).*

b. Expenses

- i. **Code Enforcement Division.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor

the amount of \$72,687 for Code Enforcement Division expenses. *The motion passed unanimously (19 votes).*

- ii. **Planning Department.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$131,839 for Planning Department expenses. *The motion passed unanimously (19 votes).*

c. Capital Improvement Expenses (CIP)

- i. **Code Enforcement Division.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$1,917 for Code Enforcement Division CIP expenses. *The motion passed unanimously (19 votes).*
- ii. **Planning Department.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$70,000 for Planning Department CIP expenses. *The motion passed unanimously (19 votes).*

8. Town Clerk's Department

a. Revenue & Fees

- i. **Town Clerk's Department.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount \$24,320 for Town Clerk's Department revenue. *The motion passed unanimously (19 votes).*

b. Expenses

- i. **Town Clerk's Department.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$125,904 for Town Clerk's Department expenses. *The motion passed unanimously (19 votes).*
- ii. **Elections.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$15,523 for Election expenses. *The motion passed unanimously (19 votes).*
- iii. **Town Offices.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$40,851 for Town Office expenses. The motion passed unanimously (19 votes).

9. Finance Director's Department

a. Revenues & Fees.

- i. **Finance Department.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$181,172 for Finance Department revenue. *The motion passed unanimously* (19 votes).
- ii. **Municipal Building.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$32,500 for Municipal Building revenue. *The motion passed unanimously* (19 votes).
- iii. **Unclassified.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$284,367 for Unclassified revenue. *The motion passed unanimously* (19 votes).
- iv. **Other Taxes.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$1,015,000 for Other Tax revenue. The motion passed unanimously (19 votes).

b. Expenses

- i. **Finance Department.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$350,562 for Finance Department expenses. *The motion passed unanimously* (19 votes).
- ii. **Technology Division.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$158,396 for Technology Division expenses. *The motion passed unanimously* (19 votes).
- iii. **Municipal Building.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$80,196 for Municipal Building expenses. *The motion passed unanimously* (19 votes).
- iv. **Employee Benefits.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$1,562,759 for Employee Benefit expenses. *The motion passed unanimously* (19 votes).

- v. **Assessing Division.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$141,626 for Assessing Division expenses. *The motion passed unanimously* (19 votes).

c. *Capital Improvement*

- i. **Technology Division.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$74,975 for Technology Division expenses. *The motion passed unanimously* (19 votes)

- ii. **Municipal Building.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$16,622 for Municipal Building CIP expenses. *The motion passed unanimously* (19 votes).

- iii. **Assessing Division.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$40,300 for Assessing Division CIP expenses. *The motion passed unanimously* (19 votes).

10. Town manager

a. *Revenues*

- i. **Intergovernmental.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$274,700 for Intergovernmental revenue. *The motion passed unanimously* (19 votes).

b. *Expenses*

- i. **Town Council.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$39,537 for Town Council expenses. *The motion passed unanimously* (19 votes).
- ii. **Town Manager.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$129,852 for Town Manager expenses. *The motion passed unanimously* (19 votes).
- iii. **Legal Counsel.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount

of \$36,950 for Legal Counsel expenses. *The motion passed unanimously* (19 votes).

- iv. **Miscellaneous.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$242,322 for Miscellaneous expenses. *The motion passed unanimously* (19 votes)

c. *Capital Improvement Expenses (CIP)*

- i. **Total Non-Tax Revenue.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$185,552 for Total Non-Tax revenue. *The motion passed unanimously* (19 votes).
- ii. **CIP Drawdown of Unassigned Fund Balance.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$89,000 for Total CIP Drawdown of Unassigned Fund Balance. *The motion passed unanimously* (19 votes).
- iii. **Inter-Fund Transfers In.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$70,000 for Total Inter-Fund Transfers In. *The motion passed unanimously* (19 votes).
- iv. **Total Transfers from Other Funds.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$389,517 for Total Transfers from Other Funds. *The motion passed unanimously* (19 votes).
- v. **Town Debt Service.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$1,106,171 for Total Town Debt Service. *The motion passed unanimously* (19 votes).

11. Cruise Ship Fund

a. *Recommendations*

- i. Mr. Jagel moved and Ms. Karlson seconded a motion that the WC recommend to the Town Council that the passenger service fee for docked/berthed cruise ships be increased by 1.7%. *Motion passed 15 in favor, 3 opposed, 1 abstention.*

- ii. Mr. Jagel moved and Ms. Karlson seconded a motion that the WC recommend to the Town Council that the passenger fee for cruise passengers be increased by \$1.
 - 1. After some discussion, Mr. Jagel moved and Ms. Karlson seconded a motion to amend his standing motion as follows: that the WC recommend to the Town Council that the port development fee be increased by \$1.
 - a. After a period of additional discussion about the revised motion, Mr. Chaplin called the question. *Motion passed.* 16 in favor, 1 opposed, 2 abstentions. All debate stopped.
 - b. The revised motion was then put to a vote of the full WC. *Motion passed.* 9 in favor, 6 opposed, 4 abstentions.
- iii. Return to the standing main motion, now reflecting the language of the approved amendment, the full WC was asked to vote on whether the the WC “should recommend to the Town Council that the port development fee be increased by \$1. *Motion passed 10 in favor, 5 opposed, 4 abstentions.*

b. *Revenues*

- i. Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$900,942 for Cruise Ship Fund Total Revenues and Other Sources. *The motion passed 18 in favor; 0 opposed; 1 abstention.*

c. *Expenses*

i. **Cruise Ship Fund.**

- 1. **Direct Expenses.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$133,632 for Cruise Ship Fund Direct Expenses. *The motion passed unanimously* (19 votes).
- 2. **Allocated/Operations Expenses.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$358,354 for Cruise Ship Fund Total Operating Expense Allocations. *The motion passed unanimously* (19 votes).

d. *Capital Expenses*

- i. **Total Capital Expense Allocations.** Mr. Jagel moved and Ms. Karlson seconded a motion to recommend to the voters of Bar Harbor the amount of \$389,517 for Cruise Ship Fund Total Capital Expense Allocations. *The motion passed unanimously* (19 votes).

e. *Receommendation*

- i. Mr. Libby moved and Mr. Chaplin seconded a motion that the Town Council, in conjunction with the Cruise Ship Committee or an independent task force, undertake efforts to research gather, analyze, and publish the rates and fees other ports assess or charge cruise ships. *The motion passed 17/1/1.*

12. **Adjournment:** There being no further business, Chairman Dargis called the meeting adjourned at 9:15 P.M.

Seth Libby Secretary