

Selectmen's Meeting Minutes
November 17, 2016
Harpswell Town Office
Approved December 1, 2016

At 4:45pm, Chairman Daniel moved, seconded by Selectman Multer to enter into executive session pursuant to 1 M.R.S. 405 (6)(c) regarding economic development at Mitchell Field; motion passed 3-0. The Board recessed at 5:40pm.

Call to Order and Pledge of Allegiance: The meeting was called to order at 6:00 p.m.

Selectmen Present: Richard A. Daniel, Elinor Multer and Kevin E. Johnson

Staff Present: Kristi Eiane, Town Administrator; Terri-Lynn Sawyer, Deputy Town Administrator; Marguerite Kelly, Treasurer; and William Wells, Code Enforcement Officer

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Multer, to adopt the agenda as amended by moving item 10 after public comment; motion passed 3-0.

2. Public Comment: None.

10. Consulting Services Agreement with Midcoast Regional Development Authority (MRRRA): Steve Levesque, MRRRA Executive Director, stated this agreement allows him to work on behalf of the Town to develop a business deal with the salmon aquaculture company. MRRRA wants to help its neighboring communities and as such, the standard rates have been reduced by half. Chairman Daniel moved, seconded by Selectman Johnson to authorize the Town Administrator sign the agreement; motion passed 3-0.

3. Administrator's Report: Administrator Eiane thanked the Clerk, Deputy Town Clerk and election workers for their work with this year's election. There were many hours OF training and a long election day. The Town is fortunate to have such quality service.

4. Selectmen's Announcements: Chairman Daniel stated negotiations with the owners of Cedar Beach Road are occurring and the Board will meet with its Attorney to review a proposed agreement.

5. Consent Agenda: Chairman Daniel moved, seconded by Selectman Multer to approve the consent agenda [November 3 minutes; engagement letter for the 2016 audit; authorization of warrant 47 in the amount of \$782,278.24, payroll warrant 47 in the amount of \$14,274.13 and payroll warrant 47a in the amount of \$3,247.28]; motion passed 3-0.

6. Consider Resignation of Board Member: Chairman Daniel moved with thanks, seconded by Selectman Johnson to accept Selectman Multer's resignation effective not later than 5:00pm at the 2017 Town Meeting; motion passed 2-0 (Selectman Multer abstained).

7. Treasurer's Report: Marguerite Kelly, Treasurer, reviewed her monthly report for October (attached).

8. Wharf Applications

- **Zella Thomas Dewey Trust, 143 Abner Point Road, Map 21, Lot 7:** Joe Leblanc, applicant's representative, reviewed the application to construct a 4'x8' access platform, 4'x25' access stairs with a platform, 6'x30' pier with batter pilings, 3'x40' aluminum ramp and a 10'x20' pressure treated float. Chairman Daniel moved, seconded by Selectman Johnson to approve the application as the Harbormaster indicates it does not create a hazard to navigation and there is no injury to the rights of others relating to fishing, fowling and navigation; motion passed 3-0.

- **Melinda and John Ewing Revocable Trust, 165 Tondreau Point Rd, Map 47, Lot 159:** Joe Leblanc, applicant's representative, reviewed the application to increase the ramp length from 3.5'x25' to 3'x36' and the float from 8.5'x12' to 10'x20'. Chairman Daniel moved, seconded by Selectman Johnson to approve the application as the Harbormaster indicates it does not create a hazard to navigation and there is no injury to the rights of others relating to fishing, fowling and navigation; motion passed 3-0.

11. Agreement with Harpswell Heritage Land Trust (HHLT) RE: Parking Near Giant's Stairs: Reed Coles, HHLT Executive Director, stated this is an agreement to allow parallel parking within the Town's right-of-way and on a portion of HHLT's property on Washington Avenue. The parking is proposed to help alleviate parking issues at the Giant's Stairs. Mr. Coles stated HHLT Board determined that the minimal parking does not detract from the natural character of the McIntosh Lot. Administrator Eiane noted the Town has to adopt an ordinance regulating parking in this new area. The Board is able to adopt an ordinance following a certain public process. Chairman Daniel moved, seconded by Selectman Johnson to approve the agreement; motion passed 3-0.

12. Community Development Block Grant (CDBG) Pre-Applications: Deputy Administrator Sawyer reviewed the proposed pre-applications for CDBG grant funds – one for the renovations of the Orr's/Bailey Islands (OBI) Fire Department building, one for improvement projects of homes of seniors and a planning application for Mitchell Field. The Board agreed to apply for the full renovations costs of the OBI application pending the OBI president's confirmation and project scope. Selectman Multer moved, seconded by Selectman Johnson to approve the pre-applications; motion passed 3-0.

9. Public Hearing for Amending Conservation Closure of Quahog Bay: Chairman Daniel opened the hearing at 6:30pm. There were no comments from the public. Deputy Administrator Sawyer stated the Board heard from Scott Moody, Marine Resources Committee member, that at the last meeting, the Committee proposed increasing the opening of Quahog Bay from 3-days a week for harvesting to 5-days a week. The request has been submitted to the Department of Marine Resources (DMR), the required ad was run in the paper and the shellfish harvesters were notified of the hearing. Harvesting is still subject to State rules and State closures/regulations. Selectman Multer moved, seconded by Selectman Johnson to amend the current conservation closure of Quahog Bay to allow harvesting Tuesdays – Saturdays commencing Tuesday November 29 at 12:01 am, pending approval from DMR; motion passed 3-0.

13. Consider Recycling Center/Transfer Station Holiday Schedule: Deputy Administrator Sawyer stated the Town's policy manual and Union contract allow the Board, at its discretion, to provide for a half day holiday on Christmas and New Year's Eves. The Town Office is not open on either of those days this year but the Recycling Center/Transfer Station is. The Board discussed the matter. Selectman Johnson moved, seconded by Chairman Daniel to provide the Town Office employees with a half day holiday on Friday, December 23 and the Recycling Center/Transfer Station employees with a half day on Saturday, December 24; motion passed 3-0. New Year's Eve will be regular hours.

14. Set Annual Town Meeting Date for March 11, 2017: Chairman Daniel moved, seconded by Selectman Multer to set Saturday, March 11, 2017 as Town Meeting with the business meeting to begin at 10am; motion passed 3-0.

15. Accept Donations: Chairman Daniel moved, seconded by Selectman Multer to accept donations: \$500 from Ocean Waves Quilters for the heating assistance program and \$850 from Helen Norton for the Bandstand fund; motion passed 3-0.

16. Other Business: None.

17. Public Comment: None.

18. Administrative Matters: The Board scheduled an executive session with the Town attorney for November 21 at 5:00pm regarding the proposed Cedar Beach Road agreement.

19. Adjournment: At 6:45 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Attachments: Treasurer's Report