

**Selectmen's Meeting Minutes**  
**December 5, 2013**  
**Harpswell Town Office**  
**Approved on December 19, 2013**

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

**Selectmen Present:** Elinor Multer, Alison S. Hawkes and Richard A. Daniel

**Staff Present:** Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; Jim Hays, Harbormaster; Bill Wells, Code Enforcement Officer; and Carol Eyerman, Planner

The meeting was recorded and broadcast live on Harpswell Community Television and streamed.

**1. Adoption of the Agenda:** Chairman Multer moved, seconded by Selectman Daniel to adopt the agenda as amended by replacing item 8 with Consider Small Harbor Improvement Grant; motion passed 3-0.

**2. Public Comment:** None.

**3. Town Administrator's Report:** Administrator Eiane reminded the public of the Special Town Meeting scheduled for this Saturday at 10:00am at the Harpswell Community School. There is one item on the warrant regarding expanding the dedicated paramedic service from 12 hours per day/5 days per week to 24 hours per day/7 days a week from January 1, 2014 – March 21, 2014. There will be another vote in March regarding 24/7 coverage as of April 1, 2014. Administrator Eiane stated the Town applied for a grant to develop a business/economic plan for Mitchell Field and it was not approved. The feedback stated the Town has completed many studies at Mitchell Field and a specific application with an outcome result would have been more favorably received. Additionally, the grant application for funds to undertake certain Town lands/landing improvements (at Pott's Point boat ramp and wharf, Wharf Road and Garrison Cove landing) was not approved. Selectman Daniel asked what feedback was received on that application. Deputy Administrator Sawyer responded no direct feedback except that there were many applications which far exceeded the available funding. Administrator Eiane stated she met with Scott Benson, Senior Program Director of Midcoast Economic Development District and Midcoast Council of Governments (MCOG), on Monday and in a broad sense, he indicated the Town may not be ready to market Mitchell Field without more information on the infrastructure. However, he has agreed to work with the Town and stated the Town could start talking to potential businesses to see what their site needs are. Selectman Hawkes asked in what capacity would Mr. Benson act; Administrator Eiane responded in coordinating meetings and providing advice. Since Harpswell is a member of the MCOG we receive some general services.

**4. Selectmen's Announcements:** Selectman Hawkes (from the podium) announced she will run for Selectman again in March 2014 when her current term expires. She encouraged anyone with questions to contact her. Chairman Multer encouraged taxpayers to attend the special Town Meeting as it is an important topic and should not last too long.

**5. Consent Agenda:** Chairman Multer moved, seconded by Selectman Hawkes to approve the consent agenda [November 21 special meeting minutes; appointment of Gail Hart to the Fire and Rescue Committee; warrant #56 for \$139,425.89 and payroll warrant #48 for \$15,398.97]; motion passed 3-0.

**6. Old Business: Norman Stevens Junkyard Permit:** Bill Wells, Code Enforcement Officer, reported Mr. Stevens has installed the missing fence sections and has cleaned up around the junkyard itself. Three unregistered vehicles remain on Mr. Steven's property across from the junkyard and are a separate issue that the Code Officer will continue to monitor and resolve. Selectman Hawkes moved, seconded by Selectman Daniel to approve the permit with a condition that the Code Officer resolve the issue of vehicles located at the residence. Chairman Multer stated she wants a status update at the next meeting. Motion passed 3-0.

**Consider Request from US Department of the Interior Re: Eagle Island as National Historic Landmark:**

Harry Rich, member of Friends of Eagle Island, stated the Friends are in favor of the prestigious landmark designation. This process was started over 10 years ago and the paperwork was misplaced on someone's desk for a number of years at the federal level. Mr. Rich noted that even with waiving the 60-day comment period, the Board could still stop the process at other times if so desired. Selectman Hawkes noted she is not comfortable with waiving the comment period. Administrator Eiane stated the request to waive the 60-days is to facilitate the application proceeding to a federal meeting on December 17. The owner of the island, the State of Maine, has waived the 60-day comment period. Chairman Multer encouraged the public to contact the Town with any comments. Chairman Multer moved, seconded by Selectman Daniel to waive the 60-day comment period; motion passed 3-0.

**7. Martin Haines Wharf Application, Map 12, Lot 190, 90 Mallard Pond Road:** Bill Wells, Code Enforcement Officer, stated the application is for a 4'x25' access ramp, 6'x50' pier, 3'x50' ramp, 10'x20' float and 8'x40' float haul-out. Mr. Wells stated there has not been any input from abutters or others. The hearing was opened and closed at 6:39 p.m. Chairman Multer moved, seconded by Selectman Daniel to approve the application based on the Harbormaster's decision that there is no issue with navigation and it does not appear to interfere with the rights of others; motion passed 3-0.

**9. Consider Community Development Block Grant Application and Planning Concept:** Dana Eidness, parent and member of the Parents and Teachers Organization at Harpswell Community School, stated the 1960's playground needs to be replaced. MSAD 75 does not have the funds to do so and the PTO has raised \$37,000 so far through fundraising. The project is expected to cost \$70,000 for the new equipment, grading and resurfacing with labor to be provided by volunteers. The grant request amount is \$33,000 and can be revised prior to the end of January when the final application is due. Selectman Daniel asked if the vendor will be on-site during the installation by volunteers; Ms. Eidness responded yes. Administrator Eiane noted the PTO has also submitted, to the Town, a budget request of \$20,000 which is still being reviewed by the Budget Advisory Committee. Since the decision on this grant is not expected until April, any possible warrant article for an appropriation could be written to state that it may not be expended if the grant is awarded. Selectman Daniel moved, seconded by Chairman Multer to approve the pre-application in an amount to not exceed \$33,000; motion passed 3-0. Administrator Eiane stated previously the Board approved applying for planning grant funds to focus on the long-range planning issues with fire and rescue services. Then at the last meeting, the Board directed staff to work on the rescue aspect only and discussed possibly seeking funds for professional assistance to help the staff. Administrator Eiane reviewed the proposal to apply for \$5,000 for such assistance. The other planning concept discussed was for a low income and senior needs assessment. The Board agreed to proceed with developing a grant application for rescue planning purposes.

**8. Consider Small Harbor Improvement (SHIP) Grant:** Jim Hays, Harbormaster, stated the Board previously approved applying for SHIP funds to replace the original 12'x24' float at the Pott's Point dock as the Department of Transportation (DOT) has indicated the project qualifies. In following up with the DOT, staff was asked if the float would be made from composite material or wood. Mr. Hays has researched the options and a wood float will cost approximately \$11,000 and a composite would be approximately \$32,000. The SHIP grant will cover half of the costs. Administrator Eiane asked the Board whether the Town should consider composite or proceed with wood. Chairman Multer stated the Town should be an example and consider using composite. The Board asked staff to investigate the details such as how long composite lasts and whether the price can be negotiated. Mary Ann Nahf suggested the weight of composite material should be looked at as well so the float is not too heavy for transport such as the existing float is.

**10. Consider Future Acquisition of Land Statement:** Administrator Eiane stated that to address one of the Board's goals, she drafted a statement outlining some priorities the Board may consider when the possibility of acquiring property arises. The Board discussed whether the Town would consider developed land and the Board

agreed it may under specific situations. The Board removed “undeveloped” from the statement. The Board asked that the policy be sent to land- use- related committees before late January at which time the Board will act on the policy.

**11. Consider Street Light Appeals:** Selectman Daniel stated after the site visits, he is in favor of re-installing a street light near the Bailey Island General Store and declining the request for a light near 1841 Harpswell Islands Road, and moved to do so. The motion was seconded by Selectman Hawkes and it passed 3-0.

**12. Other Business:** None.

**13. Public Comment:** None.

**14. Administrative Matters:** A purchase order for oil for the former West Harpswell School was signed.

1. **15. Executive Session:** At 7:22pm, Chairman Multer moved, seconded by Selectman Daniel to enter executive session pursuant to 1 MRSA § 405 (6)(C) regarding acquisition of real property; motion passed 3-0.

**16. Adjournment:** At 7:48 p.m. the Board returned to open session and the meeting was adjourned without objection.

Respectfully Submitted,

Terri-Lynn Sawyer  
Deputy Town Administrator

Attachments:

[Attachments are available at the Town Clerk’s Office or by email at [harpwell@town.harpwell.me.us](mailto:harpwell@town.harpwell.me.us)]