

Board of Selectmen's Meeting Minutes
Special Selectmen's Meeting
April 5, 2013
Harpswell Town Office

Call to Order and Pledge of Allegiance: The meeting was called to order at 3:30 p.m.

Selectmen Present: Elinor Multer, Richard A. Daniel

Staff Present: Kristi Eiane, Town Administrator; Bill Wells, Code Enforcement Officer; Marguerite Kelly, Treasurer

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

1. Adoption of the Agenda: Selectman Multer moved, seconded by Selectman Daniel to adopt the agenda.

3. Request for Proposal to Solicit Tax Anticipation Financing: Treasurer Kelly asked for authorization to send out an RFP for short-term borrowing for the Tax Anticipation Note (TAN). The balance at the end of the year is usually healthy enough to cover the next three months worth of expenses. By the end of May the Town could be without funds for operating expenses and every year the Town goes out to bid to banking institutions to see what interest rates the banks will charge for the Tax Anticipation Financing. The TAN amount proposed is \$2.965 million. The Town could borrow this in a lump sum at the date of closing and will repay by the end of the year. The Selectmen received a history of banks that have won these bids with the interest rates. In the last two years, interest has been less than 1% and the cost is \$10-11 thousand a year. Usually 10 RFPs go out to banks and approximately 5 are returned. Selectman Daniel asked how much this was up over last year. Ms. Kelly said that last year the amount was \$2.6 million. Chairman Multer moved, seconded by Selectman Daniel to approve the request to go out to obtain bids. The motion passed 2-0.

2. Holding Tank Application, Map 28 Lot 68: William Wells, Local Plumbing Inspector, reviewed this application. Chairman Multer read the written questions from Selectman Hawkes, (1) "What are the first time criteria and do they not apply any more?" Mr. Wells said first time system criteria do not apply because it has been deemed by the State level that this is a replacement system, not a first time system. Therefore it would have to meet the replacement system criteria and not the first time system criteria. (2) "What is the exact language and law that changes this from previous denial that makes it acceptable now?" Mr. Wells answered that since it was deemed a replacement system rather than a first time system. Selectman Daniel asked is there enough depth for the tank to be buried. Mr. Wells said that it will be buried and it must be a monolithic system of concrete.

Chairman Multer stated that the application says that this is a pressurized system that has been there since the 1950s. There are repeated references that say there is no pressurized system and water is hand carried. She asked, how are these two consistent? Mr. Wells said there is no permanent connection between the well and the house, with a cistern under the house, and when the homeowners need water, they take a hose and a pump and pump from the existing well and fill the cistern, eliminating the hose. From the cistern there is another system that pumps it into the house. Chairman Multer asked, if they had this, why would they hand carry water? Mr. Cotter says he has a deeded right to the well dug by his grandfather in 1928 that there is a 300-gallon tank in his basement that he fills up to last a couple of weeks. Chairman Multer asked if the calculation is based on 90 gallons per bedroom. How does that relate to the size of the tank? The tank is to be pumped a minimum of once a year. What is that calculation? Mr. Wells stated that the tank comes equipped with a high water alarm and the homeowners have to make arrangements to have the tank emptied

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at that time. They are required to maintain pumping records, but if it is not in use it will not meet the ninety gallons. Homeowners try to be conservative with water usage because it all goes into the tank.

Ms. Multer stated that she has misgivings but would approve this application for the first 18 month with the requirement that the holding tank be pumped every six months rather than once a year. If the records show that it can go a year and the LPI brings numbers showing that, the board would lift that condition.

Mr. Cotter is in disagreement with this condition. Ms. Multer moved seconded by Selectman Daniel to approve this application and that the tank be pumped twice in the first year and the Codes Officer come back to the Board showing the volume pumped each time and if okay, that will end the twice a year condition. The motion passed 2-0.

4. Consider a new hire - Deputy Tax Collector/Payroll & Accounts Payable Clerk: Ms. Eiane, Town Administrator explained the restructuring of the Tax Office to have the Deputy work 30 hours a week with the remaining hours in the Administration area performing payroll & accounts payable. There were 39 applications received for this position, and the interview team was comprised of the Town Administrator, Deputy Town Administrator and Tax Collector. Six people were interviewed with 3 people having second interviews. On behalf of the panel, Ms. Eiane is unanimously recommending Sandra Bichrest be hired. She is a Harpswell resident; having held positions of Assistant Branch Manager at Mid Coast Federal Credit Union and is currently working in Customer Service and as a cashier at Hannaford. She is President of the Cundy's Harbor Volunteer Fire Auxiliary and also a notary. Her skill set particularly with customer service makes her a strong candidate for this position. The rate of pay to consider would be entry level consistent with the Planning/Code position filled in May 2012 at \$12.25 per hour. Ms. Multer moved seconded by Mr. Daniel to accept the hiring of Sandra Bichrest at \$12.25 per hour. The motion passed 2-0.

5. Adjournment: The meeting was unanimously adjourned at 4:00 p.m.

Respectfully Submitted,

Diane E. Plourde
Planning Assistant