

Selectmen's Meeting Minutes
August 4, 2016
Harpswell Town Office
Approved August 18, 2016

Call to Order and Pledge of Allegiance: The meeting was called to order at 6:15 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; and Ronald Ponziani, Road Commissioner

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Multer, to adopt the agenda as amended by removing item 6. Set the 2016 Mil Rate; motion passed 3-0. Chairman Daniel noted the Board will meet tomorrow at 3:30 pm to set the 2016 mil rate.

2. Public Comment: None.

3. Administrator's Report: Administrator Eiane reported that the Town is eligible for a solar powered speed limit sign after attending a meeting with the State on August 15 that she and the Road Commissioner will attend. The unit is mobile and can record data such as a vehicle's speed and how many vehicles pass. Administrator Eiane thanked Jay McCreight for finding out about this program. Administrator Eiane stated the 2016 tax bills will be mailed in 7 – 10 days with the first payment due on September 15. The bills will include a Bulletin insert from the Town and an Efficiency Maine insert, at no additional postage cost to the Town. Administrator Eiane reported in follow up of a comment at the non-resident taxpayers meeting, she spoke with Central Maine Power and Fairpoint regarding placing flags on the power/phone poles. Both companies would require the Town to sign agreements and for the Town to carry \$5,000,000 in liability insurance, which would increase the premium by about \$2,000. Administrator Eiane asked the Selectmen if they wanted her to include this matter in the upcoming budget process. She stated that Central Maine Power recommends the flags be located on pole with lights and to work with the local veterans and scouts regarding that point. Selectman Multer stated she is not interested in having the Town posting flags around Town as it is not a true signal of patriotism. She suggested the Town think about lighting the flag in front of the Town Office; Administrator Eiane responded that flag is lit. Chairman Daniel stated an alternative is for individuals to place flags on the trees in their yards. Selectman Johnson noted there are only a couple of locations that private groups have traditionally put out flags. The Board agreed on no further action.

4. Selectmen's Announcements: None.

5. Consent Agenda: Chairman Daniel moved, seconded by Selectman Multer to approve the consent agenda [July 7 and 21 minutes; authorization of warrant 32 in the amount of \$179,189.18 and payroll warrant 32 in the amount of \$15,155.50]; motion passed 3-0.

6. Set the 2016 Mil Rate: Deleted.

7. Mitchell Field Matters

1. Accept Donations for Bench with Memorial Plaque: Jane Covey, Chair of the Mitchell Field Committee, stated that funds, totaling \$831 as of today, were raised at Rob Roark's memorial service to purchase a bench and plaque for placement on the waterfront at Mitchell Field. The Committee will install the bench in a concrete footing. Deputy Administrator Sawyer reported Town Meeting gave the Board authority to accept benches for placement on Town properties pursuant to guidelines adopted by the Board. The guidelines that were adopted include 'The bench type shall be consistent with existing benches on a particular Town-owned property.' and that the brief inscription not exceed 3'x5'. The benches currently located at Mitchell Field are granite, which is different than this proposed bench. However, this bench will be located in a different area than the other benches are located. Chairman Daniel asked why this

bench is different. Ms. Covey responded this proposed bench as a back on it which is more comfortable for sitting and viewing the waterfront. The Committee would recommend if other benches are purchased for the waterfront that they are this type of bench. Chairman Daniel moved to accept donations for the cost of this bench, recognizing it is a different style bench; motion passed 3-0.

- Invasive Plant Update: Ms. Covey stated the Harpswell Invasive Plant Partnership (HIPP) will have two work sessions [one on September 10 and the other date to be determined will be in August] to remove two types of invasive plants at Mitchell Field. At first HIPP considered removing one type by cutting it and then applying a pesticide. However at this time, removal will be accomplished mechanically. HIPP is in the process of developing an on-going maintenance plan, including possible use of pesticides, which will include consulting with the Maine Coast Heritage Land Trust and the Town's Conservation Commission.
- Ms. Covey stated the Committee had surveys circulating at the Recreate and Tailgate event and one is specifically geared to recruit new Committee members and to tap into those that appreciate Mitchell Field. One selection on the survey was to join the Friends of Mitchell Field and Administrator Eiane suggested to instead make it an option to be a friend of Mitchell Field to not imply a separate group. Ms. Covey agreed to have membership in the Friends be more informal and under the direction of the Mitchell Field Committee.

8. Selection of Winter Road Maintenance Contractor and Contract: Chairman Daniel stated a request for proposals was sent out and two responses were received – one from Goodall Landscaping and one from RA Webber & Sons. There was a difference in price and staff worked on the details. Administrator Eiane stated that the Road Commissioner, Treasurer, Deputy Town Administrator and the Town Administrator met with both contractors and both indicate they can fulfil the requirements of the contract. The equipment list was amended to clear up any past ambiguity and it clearly requires that nine vehicles be readily available for Harpswell. Administrator Eiane reported the staff group was unable to arrive to a final recommendation on which contractor. Therefore the group recommended the Board meet with the low bidder [Goodall] since the decision is up to the Board and the Selectmen should be personally assured that the personnel and equipment will be ready to go on October 1. The Board and the Road Commissioner did meet with Goodall Landscaping. Ronald Ponziani, Road Commissioner, asked if the contract would start on October 1 or the 15th to allow additional time to obtain the necessary equipment. The Board discussed the matter and agreed to maintain the October 1 start date with 7 vehicles and allow the other two vehicles to be ready by October 15, only for the first year of the contract. Selectman Johnson moved, seconded by Chairman Daniel to accept the low bid, Goodall Landscaping, for a three-year contract [2016-2017 \$354,582, 2017-2018 \$365,220, 2018-2019 \$376,176]; motion passed 3-0.

9. Accept Donations: Chairman Daniel moved, seconded by Selectman Multer to accept donations for the Bandstand: Robert Weggel \$100, Cribstone Capital Management as a concert sponsor \$350, Chris & Dan Huber \$100, Wendy Power Spielman \$50, Riley Insurance \$250, donation box \$371.35; motion passed 3-0.

10. Maine Municipal Association Matters

- Annual Election: The Board decided not to cast any votes.
- Legislative Policy Survey: Chairman Daniel completed the survey and provided it to Administrator Eiane to combine with the other Selectmen's responses for submission. Selectman Multer already submitted her survey.

11. Old Business: Accept Shore & Harbor Management Grant and Consider Sole Sourcing: Administrator Eiane stated the Department of Agriculture and Forestry has indicated the payment schedule outlined in the grant is used as a guideline. The work can be done sooner and payment can be procured sooner than outlined. Therefore she recommended accepting the \$8,250 grant to be used for waterfront planning at Mitchell Field. Chairman Daniel so moved, seconded by Selectman Multer; passed 3-0. Administrator Eiane stated the Mitchell Field Committee recommends the Board sole source with Barney Baker. Mr. Baker has worked on multiple Mitchell Field matters and therefore has the historical knowledge and experience that can be helpful. Selectman

Multer moved, seconded by Selectman Johnson to sole source for marine consultant services with Barney Baker; motion passed 3-0.

12. Other Business: None.

13. Public Comment: None.

14. Administrative Matters: The Board scheduled interviews with the MSAD 75 Director position candidates for August 15 at 5:00pm and 5:30pm.

15. Adjournment: At 6:52 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Enclosures