

**Selectmen's Meeting Minutes**  
**October 15, 2015**  
**Harpswell Town Office**  
**Approved on October 29, 2015**

At 4:30pm, the Selectmen attended a workshop regarding the 2016 budget. The Board recessed at 5:50pm.

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 Sawyer, Deputy Town Administrator; Marguerite Kelly, Treasurer; and Fred Cantu, Code Enforcement Officer

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

**1. Adoption of the Agenda:** Chairman Daniel moved, seconded by Selectman Multer to adopt the agenda as printed; motion passed 3-0.

**2. Public Comment:** None.

**3. Town Administrator's Report:** Administrator Eiane reported the Budget Advisory Committee will begin meeting on Tuesday, October 20 at 4:00pm. It is going to be a challenging budget season with large capital items on the horizon, including Mitchell Field. Administrator Eiane stated the Board held a workshop earlier this evening regarding the budget and agreed that a 1.5% across-the-board adjustment for the staff should be budgeted.

**4. Selectmen's Announcements:** None.

**5. Consent Agenda:** Chairman Daniel moved, seconded by Selectman Multer to approve the consent agenda [September 17 and October 1 minutes; approved Granite Ledge Road name; authorization of warrant #43 in the amount of \$1,007,276.42 and payroll warrant #42 in the amount of \$14,253.58]; motion passed 3-0.

**6. Old Business: Harpswell Community Broadcast Corp. (HCBC) Request for Generator:** Administrator Eiane reported David Chipman provided a diagram showing where the generator will be located on town property and the propane tank in the Mountain Road right-of-way. Administrator Eiane asked the Board to consider authorizing HCBC to proceed with obtaining a building permit to place the tank and generator as proposed. Selectman Multer so moved, seconded by Selectman Johnson; motion passed 3-0.

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

**8. Wharf Applications**

- **Jane Murphy Revocable Trust, 221 Neil's Point Road, Map 7, Lot 25:** Fred Cantu, Code Enforcement Officer, reported on the site visit and that the proposal is compliant with applicable codes. Joe Leblanc, owner representative, reviewed the proposal to repair/rebuild a series of platforms and stairs and to construct a 6'x60' pier, use the existing 3'x60' aluminum ramp, replace the existing 12'x32' float with a 10'x20' float and construct a 10'x40' timber frame haul out. Chairman Daniel moved, seconded by Selectman Johnson to approve the application as the Harbormaster indicates there is no hazard to navigation and there is no injury to the rights of others to fish, fowl and navigate; motion passed 3-0.
- **Steven Inkellis, 55 Schooner Landing, Map 14, Lot 142:** Fred Cantu, Code Enforcement Officer, reported on the site visit and that the proposal is compliant with applicable codes. Tim Forrester, owner's representative from Eco Analysts, stated the existing pier supported by a crib gets over topped during storms. The proposal is to replace the pier (existing 4'x110' with a 6'x120') and raise the elevation. Also the 3'x25 ramp will be replaced with a 3'x26' and the existing 12'x20' float will be used. Chairman

Daniel moved, seconded by Selectman Johnson to approve the application as the Harbormaster indicates there is no hazard to navigation and there is no injury to the rights of others to fish, fowl and navigate; motion passed 3-0.

**9. Consider Policy on Treasurer's Disbursement Warrants for State Fees:** Deputy Administrator Sawyer stated the Town is required to submit the receipts and associated reports for motor vehicle transactions on a weekly basis to the State. State law allows municipalities to adopt a policy on treasurer's disbursement warrants that authorizes one Selectman to sign a payables warrant for State fees. This is similar to the policy that allows one Selectman to authorize the payroll and payroll tax warrants on the Board's non-meeting week. Selectman Multer moved, seconded by Chairman Daniel to adopt said policy; motion passed 3-0.

**11. Consider Recommendation for Winter Sand Contractor:** Administrator Eiane reported there were three responses to the Town's request for proposals for winter sand: Goodall Landscaping \$12.21, Crooker \$12.35, Ray Labbe & Sons \$12.50 all per yard. The Road Commissioner reviewed the responses and recommends proceeding with Goodall Landscaping. Selectman Multer so moved, seconded by Selectman Johnson; motion passed 3-0.

**12. Accept Gift from Bowdoin College:** Deputy Administrator Sawyer stated Bowdoin College has given an unrestricted cash gift to the Town in the amount of \$9,250, which represents a 2.75% increase over last year. Chairman Daniel moved, seconded by Selectman Multer to accept the gift with thanks; motion passed 3-0.

**13. Other Business:** Deputy Administrator Sawyer reported Planet Aid removed its drop-off bins from the Recycling Center. The Manager would like the authority to find replacement bins which are helpful to our users and help keep useable items out of the trash stream. Selectman Multer moved, seconded by Chairman Daniel to authorize staff to work on finding a replacement company with drop-off bins; motion passed 3-0.

**10. Public Hearing Re: Norm's Junkyard:** At 6:30pm, Fred Cantu, Code Enforcement Officer, reported a hearing was held at 2:00pm today at the site, map 46, lot 31. Mr. Cantu states there are no known violations and recommended the Board approve the renewal permit. Selectman Multer moved, seconded by Selectman Johnson to approve the junkyard/automobile graveyard permit; motion passed 3-0.

**14. Public Comment:** None.

**15. Administrative Matters:** The Board discussed the procedures relating to upcoming appeals; one regarding a shellfish license and one regarding a mooring. The Board tentatively agreed to schedule the shellfish hearing on October 26 after 3:00pm with the Town attorney present and the mooring hearing on November 5 at 5:00pm with legal representation. The Board scheduled a workshop regarding 2016 wages and salaries for October 22 at 4:30pm. The Board discussed extending the contract with Planning Decisions for three months and to schedule a discussion regarding the long-term plans on November 12.

**16. Adjournment:** At 6:55 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer  
Deputy Town Administrator

Attachments: Treasurer's Report  
[Attachments are available at the Town Clerk's Office or by email at [harpswell@town.harpswell.me.us](mailto:harpswell@town.harpswell.me.us)]