

**Selectmen's Meeting Minutes**  
**December 30, 2015**  
**Harpswell Town Office**  
**Approved January 7, 2015**

Call to Order and Pledge of Allegiance: The meeting was called to order at 8:35 a.m.

**Selectmen Present:** Richard A. Daniel and Kevin E. Johnson

**Staff Present:** Terri Sawyer, Deputy Town Administrator

**1. Adoption of the Agenda:** Chairman Daniel moved, seconded by Selectman Johnson to adopt the agenda as printed; motion passed 2-0.

**2. Consider Use of Contingency:** Deputy Administrator Sawyer reported the Board previously authorized up to \$9,000 of use of contingency for the roof project. Based on the recent bills from Hammond Lumber, it appears \$13,827.59 is needed from contingency. When Bill Wells returns January 4, he will review the bills prior to releasing the check. Additionally, the final cost for the server replacement project requires \$5,723.79 from contingency. This is about \$1,200 greater than anticipated due to having to purchase additional virus protection. Chairman Daniel moved, seconded by Selectman Johnson to authorize use of contingency for a total of \$19,551.38 pending review by Bill Wells; motion passed 2-0.

**3. Approval of the Warrants:** Chairman Daniel moved, seconded by Selectman Johnson to approve warrant 54 in the amount of \$53,912.18, payroll warrant 1 for 2016 in the amount of \$14,410.36, and the first payables warrant for 2016 in the amount of \$3,745.54; motion passed 2-0.

**4. Adjournment:** At 8:45 a.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer  
Deputy Town Administrator