Attendees: Don Miskill, Mike McCabe, Judith Stanton, Scott Sheffer, Philip Conner and Mose Price.
Also present: Mark Eyerman [via telephone]

A quorum was present. The meeting was called to order at 5:00 p.m.

Meeting Minutes: The March 6, 2017 minutes were approved with changes [5-0-0].

Old Business: Action Items (not listed in any specific priority order)

- **Action Work List:** Tel-Com Conduit Repairs, pour concrete slabs on which to set granite benches, remove dead tree at entrance copse, repair trail ruts, asphalt road repairs, till and smooth lower meadow so it is usable as a grass playing area, remove remaining fence barb wire, burn or remove invasive plants debris at concrete pad, install 5 4x4 posts on new beach access trail, and Sentry Building Refurbishment, paint roof trim on buildings, paint sediment building and parking signs.

- **Action item:** Bluff Area Work Plan.

- **Action item:** Trim Oak trees at entrance and improve visibility of the entrance.

- **Action item:** Develop and implement invasive species mitigation and removal plan.

- **Action item:** Develop a Natural Resources Management Plan for the entire property.

- **Action item:** Bluff Stabilization and Beach Erosion Mitigation Plan


New Business:

- **New Committee Member** – Mose Price joins the committee as an alternate member. He does not vote unless specifically approved by the committee when a quorum is required. Don briefed the new members on email rules, discussion and public meeting rules.

- **Town Meeting Recap** – Don passed along comments from a friend who wanted to commend the MF Committee for all the work they have done over the past year. All the outreach we conducted to inform the public: detailed meeting minutes, workshops, survey site, Anchor articles and TV spots. Committee members who spoke at town meeting were articulate and well informed to answer questions and address comments. All the articles passed. It should be noted that the article concerning the water tower task force request for $10,000 elicited a great deal of discussion. See further comments below in the Water Tower Update item.

- **Pier Demolition Process Review** – The committee reviewed Mark’s two documents and Mark went over the initial part of the process. The BoS has asked Barney Baker to address a series of questions as we begin working to issue an RFP for the pier demolition. Mark gave a brief summary:
  - Scope of services for the demolition and an updated cost estimate
  - Technical work required for the pier demolition
  - Laydown area and storage & disposal process for the materials removed.
  - Impact of the demolition work on the abutters
  - Documents required for the removal process
  - Permits required for the actual demolition and possibly for the laydown area [if more than one acre is to be disturbed.]
They have asked for a draft by Wednesday, April 5th. Mark thought we might be able to review it before it is submitted to the BoS by Thursday, April 13th.

Scott asked about the permitting time frame. Mark indicated that the number of permits required could control the time needed to approve them all. Barney thinks that because we are removing all of the fill and that it’s clean, we should be able to get permits without too much trouble.

Mark asked that committee members review his March 24 & 20 process documents very carefully. The committee has a lot of responsibilities throughout the pier demolition work: determining impacts, meeting with abutters, land management operations oversight, and when to restrict operations should that become necessary.

**Pier Demolition Bond Issue:**
- Mose asked about the process now that the bond issue has been approved. Mark explained the function and process using the Maine Bond Bank, and contrasted that with the town issuing its own bond.
- Philip asked about the timing of the bond issue. With interest rates rising how long can we wait? Mark stated that the BoS, town administrator and treasurer are working with a financial consultant on the best way to obtain funds and manage costs for the demolition project.
- He indicated that the town would begin with short term borrowing to get the demolition project moving along. Marguerite and Kristi would start the borrowing as soon as we have a contract and begin receiving bills.
- The large value, long-term bond would be issued once the project is complete and the town has the final invoices so they know the correct amount for the bond.
- Bottom line is that we are moving forward to solicit bids and begin the demolition work.

**Breakwater question** - Several committee members asked about the possibility of using the fill to extend the causeway or build a breakwater to offer more protection for a mooring field and save the cost of removing the fill. Would permitting take a long time or could it proceed while the demolition and float construction were being done? It was discussed that the reef idea had been explored and was not considered feasible so we proceeded with total removal of the fill. They will ask Mark some questions and do further research.

**Replacement Pier Structure Final Report Draft** – Committee members have a copy of Mark’s draft report to the state on how we spent our grant money. If you have any comments or suggestion, please let Mark know as soon as possible. Mark will forward the document to Kristi for a review and approval prior to forwarding it to the state office.

**Bluff Erosion and Stabilization Analysis Report** – Committee members all received an electronic copy of the report along with a series of geologic analysis maps provided by Maine Geological Survey representative, Stephen Dickson. Mark and the committee members discussed the report and where we might go from here.
- The LIDAR mapping they did indicates that sea level rise should not really impact anything beyond the shoreline itself. All use areas are well above the 100-year high tide projections.
- Can we move the distributed rocks along the beach south of the causeway over to the immediate shoreline to dampen the erosion impact of tidal action?
- Shoreline stabilization is a continuing process not a one-time action.
- Does the value of the bluff merit the projected cost and time to do the recommended mitigating actions? The cost projection is no small amount, $10 - $20,000.
- This report is the first real assessment that has been done of the bluff erosion. It informs the committee so we can make decisions. Where we go from here will be up to the committee.
SHIP [Small Harbor Improvement Program] Grant Application Process:
- Mark will ask the BoS for authorization to begin the application process. We have the two elements, matching funds and an approved plan, required to submit an application. Target for the money is 2018.
- Scott asked Mark about what ‘strings’ come with grant money. Mark indicated that there are conditions and requirements when you accept grant money. For example, a mooring field must have a certain % of slots for non-resident/property owners. If they are not used, then they can go to town residents. There are limits on the non-resident fee charges as a multiple of resident charges. The money for this program comes from federal surcharges on fuel to boaters. There does exist state law that says a certain % of moorings are required to be open to non-residents.
- Scott asked if there is an efficient way to evaluate the ‘impact’ of those strings. Mark indicated that we can discuss what conditions come with each grant that we apply for before we make a decision. Concerned about control of the field and boat launch use, keeping things orderly.
- Mark thought it would be worthwhile to talk with the folks at Brunswick Recreation about their experience with the Mere Point Boat Launch Facility. They did have monitors during the first few years, however, usage rates did not indicate a need and they were dropped except for high use days like July 4th.

Natural Resources Consultant Hiring – Deirdre Strachan, Mike McCabe and Mary Ann Nahf will interview the candidates who responded to our RFP tomorrow or the next day. Deidre has forwarded a list of areas to have the candidates address: sea level rise, invasive plants management, forest management, trail mapping, identifying high value ecologic areas, other areas that can support other uses, and a final report. Mark and Mary Ann may also have specific areas they want to have the candidates address.

Water Tower Update:
- The newspaper article was in error. The reporter interpreted “the public is welcome to attend the task force meeting” as it is a public forum when in fact it is just a regular task force meeting. The public is always welcome to attend those meetings.
- Additional structural analysis indicated that the four leg foundation blocks are okay. However, the central riser from the tank down into the ground has significant deterioration and requires work in order to remain structurally sound.
- The WTTF now has a small window in which to make a decision, refurbish or remove. The question is would revenue from a 20-year lease offset renovation and maintenance costs?
- They are moving ahead to interview the two firms who responded to their RPF to explore communications antenna use on the tower. Those interviews are on Friday, April 7th.

Master Plan Review and Update – Mose Price asked about the Mixed Income Housing section of the original master plan. A brief review of the original MF Implementation Committee’s process was given. The MFIC interviewed the Brunswick Housing Authority concerning this issue and its experience with Hamilton Place here in Harpswell. Not all of the units had been sold there so the committee and BoS did not take any further at that time on this aspect of the master plan.

Community Garden – The BoS has approved two more funding requests. We have five approved requests out for grants. Mark will check with Maine DEP about drilling a 6–15ft. deep water well.

2017 Spring Work Plans – Will get started again when the spring thaw sets in.
Handouts:
- Draft Final Report, Mitchell Field Replacement Pier Study, Town of Harpswell, dated March 2017
- Jane Covey memo, *Mitchell Field Usage Study and Traffic Control Requests*, February 28, 2017

Next Meeting:
- MFC meeting on May 1st, 2017 at 5:00 p.m. at the Town Office
- MFC meeting on June 5th, 2017 at 5:00 p.m. at the Town Office
- MFC meeting on July 3rd, 2017 at 5:00 p.m. at the Town Office

The MFIC Meeting adjourned at 6:17 p.m.

Respectfully submitted,
Don Miskill, Secretary