

Town of Harpswell
Mitchell Field Committee Meeting
September 12, 2016

Attendees: Jane Covey, Don Miskill, Nancy Sohl, Sandra Allen and Nate Wildes.

Also present: Judith Stanton [MF Committee nominee] and Mark Eyerman.

A quorum was present. The meeting was called to order at 5:30 p.m.

Meeting Minutes: The August 1, 2016 meeting minutes were approved as written [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.
- **Action item: Bluff Area Work Plan.**
- **Action item: Install Kiosk at front entrance.**
- **Action item: MF Committee hold public workshop in September about artificial reef.**
- **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 strategic plan to upgrade and maintain the open meadows.**
- **Action Item: Mitchell Field Waterfront 2016 Work Plan:** Pier Demolition, Waterfront Circulation Plan, Replacement Pier, Marine Business District Infrastructure, Stormwater Management Improvements, Boat Launch and Submerged Land Lease.

New Business:

- **New Committee Member** – Judith Stanton is joining the committee. There will be a site visit for the two new members at MF on Thursday, September 22 at 5:00.
- **Revised Agenda** – Jane’s email altered the agenda for tonight’s meeting to ensure we covered the critical items.
- **Planner’s Update:**
 - See Mark Eyerman’s memos listed under **Handouts** for full details on the following items.
 - **Small Harbors Improvement Program (SHIP) Grant** – Mark has developed a form to begin tracking volunteer hours for determining matching portion of the SHIP.
 - **Public Workshop for Replacement Pier** – Proposed for October 4 at 6:30 p.m. Need public input before moving forward with a proposed replacement pier. Needs to support recreation and commercial uses. Does it handle foot traffic only, or should it also handle vehicular traffic? Agenda would review current condition, examples of other piers and potential uses. Barney Baker will be part of the presentation. Committee went over public media announcements. Goal is to have a second round of workshops in November with options based on input.
 - **Boat Launch** – BoS has decided to address the boat launch after dealing with the pier issue.
 - **Artificial Reef** – Moving forward gathering data and info for the justification. Mark is working with MER Assessment to see about additional in-water work. This will be coordinated with the various regulatory folks to make sure we are on the right track.
 - **Replacement Pier Facility Study** – We will continue to gather data.
 - **Strategic Plan for 2017** – Supports budget request and possible update to the Master Plan.

Town of Harpswell
Mitchell Field Committee Meeting
September 12, 2016

- **Labor Day Weekend Monitor Report** – David Chipman covered for Don while he was away. He submitted a memorandum to the BoS with his observations and recommendations. He observed people on the closed portion of the pier, felt speeders on the main road needs to be addressed, and that the road needs some maintenance for the cracks. The Town Administrator will address the issues raised: improved fencing on the pier, speed controls and monitor program in an official capacity.
- **Natural Resource Management Plan** – Jane is working with Mary Ann Nahf to apply for a Davis Foundation Grant for an assessment of the field with the potential to develop a plan. Eileen Johnson of Bowdoin College has approached the town to have students do some work at the field. It could support the assessment plan and may include a water study.
- **2017 Budget Submission** – Need to think about our long-term plans. Jane will gather the data from last year. Road issues will be referred to the road commissioner. Do we need to budget for field monitors, traffic counters, and possible speed bumps? Need inputs on building maintenance and improvements too.
- **Rob Roark Memorial Bench** – We have the bench. Need to decide where to put it and pick a date for the dedication ceremony.
- **Water Tower Update** – Nothing new to pass along.
- **Tailgate and Recreate Event** – We had a wonderful day. Beautiful weather, great crowd. This was our [Recreation Committee] shakedown cruise. It gave us a chance to pull everything together and evaluate the mechanics of pulling off the event. We are gathering post-event comments and are thinking about doing it the same weekend as the Hiking Challenge. We will be able to take advantage of the full force advertising campaign that we have in place for the hikers. Thanks to everyone for their help. To Mike and Nancy for manning the MF table and gathering the surveys.
- **Bowdoin Common Good Day – Saturday, Sept 17, 1 – 4:00 pm.** We will have two teams: one for the Community Garden and one to continue removing the barbwire from the south side fence.
- **Community Garden** – Working with Environmental Solutions in Yarmouth for better irrigation water availability. Jane is looking to see if we can draw water from an existing test well. Bert Temple will help if that is a possibility. Revision Energy may also help too. Jane is reviewing the Woodward and Curran report to see if any of their recommendations can be used. She met with a rep from Favreau Electric to look at possible power options for a well.
- **Kiosk** – Don will get with Dave Brooks to set a date for getting it installed at the field.
- **Solar Power Project** – The Energy Committee was disappointed to hear that we did not recommend approval of the Revision Energy Proposal. Jane will attend their next meeting on Wednesday, September 14 at 4:30 p.m. to explain our decision. Others can attend too.
- **Mitchell Field Strategic Plan** – All committee members have a copy of the *Mitchell Field Strategic Plan Notes*. Please review them and think about any changes to be addressed at a future meeting.
- **Invasive Species Work Party** – Held on Saturday, September 10 for almost three hours. Slow going as we worked near the front gate in the copse on the north side. Plants were disposed of at the transfer station.
- **Summer-Fall Work Plans** – Don is working to spruce up the field to make it look nicer. He has painted all the hydrants, barrier poles and water system controls that are yellow. He has cleared the red hydrants for painting, and has commenced painting the window boards in the Admin Building.
- **Action items** – No other changes.

Handouts:

- Jane Covey email dated September 8, 2016, Subject: *Update on Agenda September 12*

Town of Harpswell
Mitchell Field Committee Meeting
September 12, 2016

- David Chipman *Labor Day Observations and Recommendations on the Mitchell Field Waterfront*
- *Mitchell Field Strategic Plan Notes* dated August 25, 2016
- Mark Eyerman memo, *Shore and Harbor Planning Grant – Replacement Pier Study* dated September 8, 2016
- Mark Eyerman memo, *Public Workshop – Draft, Mitchell Field Replacement Pier Facility* dated September 9, 2016

Next Meeting:

- Bowdoin Common Good Day, September 17, 2016, 1 - 4:00 p.m. at the field
- MF Site Visit for new members at 5:00 p.m. at the front gate
- MFC meeting on October 3, 2016 at 5:30 p.m. at the Town Office
- Replacement Pier Public Workshop on October 4, 2016 at 6:30 p.m. at the Town Office
- MFC meeting on November 7, 2016 at 5:30 p.m. at the Town Office
- MFC meeting on December 5, 2016 at 5:30 p.m. at the Town Office

The MFIC Meeting adjourned at 7:03 p.m.

Respectfully submitted,
Don Miskill, Secretary