

Town of Harpswell  
Mitchell Field Committee Meeting  
October 3, 2016

**Attendees:** Jane Covey, Judith Stanton, Sandra Allen, Michael McCabe and Nate Wildes.

Also present: Mark Eyerman.

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

**Meeting Minutes:** The September 12, 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:**

- **Replacement Pier Workshop Planning** - Mark reviewed plans for the meeting October 4, 2016 which is intended to gather community input to guide Barney Baker's development of options.
  - Committee members discussed possible aspects of a new pier. What are the requirements for a commercial pier? What recreational uses do we see? Support facilities and utilities on the pier?
  - There is an article & ad in *The Harpswell Anchor*. Barney will do a P-P presentation. The meeting will be recorded and made available on Harpswell TV. Notes will be kept on a flip pad.
  - Once we have public input, we can develop possible alternatives. Jim Hays and Mary will put together parameters to work with in the new designs.
  - Agreed to hold a second meeting November 14, 2016 [or Nov 15 depending on availability] for public review of options.
- **Planner's Update** - Mark reviewed progress on potential artificial reef noting that Darcie Couture is started to work on feasibility and is somewhat optimistic that it may be possible. He contacted Lew Incze at The Darling Center, who is moving to Harpswell. He is interested in helping us on this initiative.
- **2017 Budget Submission** – We agreed on the following items for the proposed 2017 Mitchell Field Operating Budget: Summer monitor; swim float replacement; field mowing; additional signage for parking and speed limits; and contracted services for planning which includes infrastructure assessment and maintenance/reuse. The committee recommends that the Road budget include road repair and installation of seasonal speed bumps.

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- **Rob Roark Memorial Bench** – Need to decide where to put it and pick dates for the installation and dedication ceremony.
- **Mitchell Field Strategic Plan** – Mark and Jane both discussed the need for Master Plan review and long range planning for Mitchell Field particularly in light of new business proposals (e.g., Solar field) and possible recreation activities (e.g., campsite). Committee members shared views on issues to be included noting the need for clarifying the vision and developing a capital investment plan.
- **Water Tower Update** – See Planner’s Notes dated September 29, 2016
- **Summer Activities Monitor** – Will be included in budget recommendation per administration assessment of overall need.
- **Invasive Species Project** – Nothing new to report. Davis Fund Grant for Natural Resource Assessment submitted.
- **Kiosk** – Construction nearing completion. Installation to be scheduled.
- **Action items** – No other changes.

**Handouts:**

- Jane Covey email dated September 8, 2016, Subject: *Update on Agenda September 12*
- *Davis Conservation Foundation Grant Application* dated September 26, 2016
- Mark Eyerman memo, *2017 Budget and Work Plan* dated September 14, 2016
- Mark Eyerman memo, *Planner Update* dated September 29, 2016
- MF Public Information Forum Flyer for October 4, 2016

**Next Meeting:**

- 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
- Replacement Pier Public Workshop on November 14, 2016 at 6:30 p.m. at the Town Office
- MFC meeting on December 5, 2016 at 5:30 p.m. at the Town Office
- MFC meeting on January 2, 2016 at 5:30 p.m. at the Town Office

**The MFIC Meeting adjourned at 7:00 p.m.**

Respectfully submitted,  
Michael McCabe, Acting Secretary