

Town of Harpswell
Mitchell Field Committee Meeting
November 7, 2016

Attendees: Jane Covey, Don Miskill, Judith Stanton, Michael McCabe, Scott Sheffer and Nate Wildes.
Also present: Mark Eyerman, Barney Baker and Jim Hays.

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

Meeting Minutes: The October 3, 2016 meeting minutes were not available.

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: 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** – Monday, November 14 at 6:30 p.m.
 - Barney, Mark and Jane will speak.
 - Barney ran through the draft P-P Presentation for the committee.
 - Talked about prevailing summer winds from southwest and water depth depictions on the slides.
We need an accurate water depth survey done before moving ahead with options 2 – 5.
 - There are five proposed options. Each one builds on the previous options in increasing complexity and services capability.
 - Option 1 – Remove existing structures including the small boat basin. Add riprap where required. Add seating. Serves a recreation function only as a viewpoint. Some folks might try to fish from the rocks.
 - Option 2 – Seating viewpoint and a stub pier southwest from the end of the causeway far enough for fishing at all tides. It would be the same height as the causeway. Add ADA parking near the end of the causeway.
 - Option 3 – Adds a 80' ramp and float system extending northwest from the causeway to a (5) 20'x10' float system oriented perpendicular to the ramp and the extended line of floats that are part of the boat launch fitting out system. This would allow the two float systems to be connected by an arch ramp so dinghies could move underneath. The ramp length is the minimum for ADA compliance and places the floats in the deeper water for low tide access. This is the first option that can support a seasonal mooring field. The ramp and floats can be removed for winter storage. Requires a short bulkhead to attach the ramp at the end of the causeway. Still retains the viewpoint area and seating.

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- Option 4 - A fixed timber or concrete pier on the south side and parallel to the ramp. Remove two floats. Does not interfere with the option 2 - observation pier. Would be able to handle a jib crane or commercial truck and would use the same abutment bulkhead in option 3. Removes the viewpoint and seating area.
- Option 5 – Large full-scale commercial operation pier able to accommodate turnaround for vehicles if boat ramp has not yet been built. Extends into deep water and include buildings on the pier to support commercial operations and support offices [Harbormaster]. Also includes additional buildings on the causeway itself and more parking.
- Feedback from the committee
 - Concern about all the parking at the end of the causeway.
 - Barney will add pictures to illustrate existing structures for the various options and several other layers of detail to the slides.
- The two important takeaways from the presentation are, the options build on each other and all the options call for the demolition of the entire pier structure and the small boat basin.
- **Getting the Workshop word out:**
 - Note on town website.
 - Note on sentry building
 - General stores and libraries
 - Flyer sent via email
 - TV station bulletin board
 - Recreation Department Facebook page
 - Don will leave flyers at the town office and send it via email.
- **MF Master Plan Review and Update** – We definitely need to update the plan as we see more and varied proposals for use of the field. An approved vision is critical to applying for grants, addressing economic development and providing recreational options.
- **2017 Budget Submission** – Jane reviewed the proposed budget that will go before the Budget Advisory Committee. There is a capital investment line item for \$250,000 in the budget, which allows for local match funding and contract services to support the legislative approval process. See handout.
- **Aquaculture Proposal** – Emergent Holdings LLC has submitted *Formal expression of interest for the partial development of Mitchell Field*. It is early in the process. They are proposing to raise Atlantic salmon. Some key elements in the letter that directly affect the Master Plan, water tower and replacement pier: they are asking for 15 acres, they do not need to be on the waterfront, need inlet & discharge pipes, may use the pier to receive supplies [feed & O₂] or to ship product. They are also proposing to have a fish hatchery for salmon that means they will need fresh water. That could affect water tower disposition plans. Mark will keep us informed as the process moves along.
- **Additional Meeting – Monday, November 14 at 5:00 p.m.** prior to the workshop.
- **Fall Work Plans** – Very positive feedback on the spruce-up campaign. The admin building and the garage windows are done. The red hydrants are being painted along with the large wooden garage doors on the admin building. We'll go as long as the weather holds.
- **Action items** – Removed September Workshop action item.

Handouts:

- Mark Eyerman memo, *Master Plan Update and Strategic Plan* dated October 4, 2016.
- Mark Eyerman memo, *MF Pier Options* dated October 7, 2016.
- Jane Covey memo *Mitchell Field Committee 2017 Budget Recommendations* dated October 6, 2016.
- Proposed 2017 Mitchell Field Budget Acct 9400 dated October 14, 2016.

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- Emergent Holdings LLC letter *Formal expression of interest for the partial development of Mitchell Field*. Dated October 28, 2016.
- Jane Covey memo *Update on Projects related to Natural Resource Assessment and Management* dated November 4, 2016.
- Mark Eyerman memo, *November Update* dated November 4, 2016.
- Jane Covey memo *Update on Agenda November 7 meeting*.
- Mark Eyerman memo, *Replacement Pier* dated November 6, 2016.
- Barney Baker *Waterfront Options Matrix* dated November 7, 2016.
- Mark Eyerman memo, *Possible Alternatives for a Replacement Pier at Mitchell Field* dated November 7, 2016.

Next Meeting:

- MFC meeting on November 14, 2016 at 5:00 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 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