

Town of Harpswell
Mitchell Field Committee Meeting
November 9, 2015

Attendees: Jane Covey, Nate Wildes, Don Miskill, David Chipman, Michael McCabe, Nancy Sohl and Scott Sheffer.

Also present: Ellie Multer, Jim Hays and Mark Eyerman.

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

Meeting Minutes: The November 2, 2015 meeting minutes were approved with corrections [5-0-2].

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

- **Action item: Draft front gate parking area expansion site plan.**
- **Action Work List:** Tel-Com Conduit Repairs, North Side Trail Stile, Creek Clearing, 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, remove barb wire from concrete pad, and Sentry Building Refurbishment.
- **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 strategic plan to upgrade and maintain the open meadows.**
- **Action Item: Pier Disposition and Boat Launch Action List for 2016 Town Meeting.**
- **Action Item: Water tower disposition recommendation due in 2016.**

New Business:

- **General Comments** – Jane spoke with Kristi, the Nov 24 meeting is the Budget Advisory review of the Mitchell Field special project request not a BoS meeting. Rob will represent the MF Committee at that meeting. Anyone else who would like to attend may do so. Our goal tonight is to review the drafts, make any comments or changes. We will finalize the documents at the November 16 meeting.
- ***A Vision for the Mitchell Field Waterfront*** – This document was the result of a discussion that we needed an overall vision recommendation of what should be done at the waterfront going forward. Mark went back to the MF Master Plan Executive Summary for elements relating to the waterfront. The pier disposition and boat launch are part of the vision but it also includes some thoughts and recommendations about the admin building and the MF business zone. Committee reviewed the draft document.
- ***Mitchell Field Pier Recommendation*** – Does it make any sense to keep even a portion of the approach pier, or should it all come down and be replaced by a new appropriate size design? The concrete is at least 60 years old and may be at the end of its usable life span. Portions of the pier are already breaking down and the rebar is showing through. We must recommend an engineering analysis. The committee reviewed the draft document.
- ***Mitchell Field Boat Launch Recommendation*** – This document encapsulates all the committee's previous discussions about the boat launch and the key issues that were identified relating to its design. The draft was just released to the committee to help move the review along since we are on a tight timeline. The committee reviewed the draft document. There was discussion about the Mitchell Field entrance road and the traffic routing recommendation down at the waterfront. Final review will be finalized at next week's meeting.

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- **General comments** - The three draft memos that we are reviewed tonight will be folded into a final product for presentation to the BoS. It will have an executive summary in the beginning with goals for 2016 and 2017. Mark will extract maps and diagrams from the MF Master Plan, boat launch design, the pier disposition report and the infrastructure report for inclusion in the final draft. We will make our final recommendations at the November 16 meeting.

Handouts:

- Draft memorandum, *Mitchell Field Pier Recommendation* dated November 6, 2015.
- Draft memorandum, *A Vision for the Mitchell Field Waterfront* dated November 6, 2015.
- Draft memorandum, *Mitchell Field Boat Launch Recommendation* dated November 9, 2015
- MF Map with possible additional road for boat launch access.

Next Meeting:

- MFIC meeting on November 16, 2015 at 4:30 PM at the Town Office
- Budget Advisory Committee meeting on November 24, 2015 at 3:00 PM at the Town Office
- MFIC meeting on December 7, 2015 at 5:30 PM at the Town Office
- MFIC meeting on January 4, 2016 at 5:30 PM at the Town Office

The MFIC Meeting adjourned at 6:55 PM

Respectfully submitted,
Don Miskill, Secretary