

Town of Harpswell
Mitchell Field Committee Meeting
November 2, 2015

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

Also present: Jim Hays and Mark Eyerman.

A quorum was present. The meeting was called to order at 5:28 PM.

Meeting Minutes: The October 21, 2015 meeting minutes were approved with corrections [6-0-0].

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:

- **Committee Membership** – Bill Muldoon has stepped down from the committee. The committee thanks Bill for his contributions while on the committee. We have a possible candidate to come onto the committee.
- **Committee Decision Protocol** – Scott suggested the committee develop a protocol for decision-making. He also recommended that committee embers were talking to the Harpswell community the get their views as to what they think should be done on the issue of a boat launch and pier disposition.
- **Pier Disposition:**
 - Mark presented a summary of the Pier Sub-committee's work on pier disposition based on the Baker Design Consultants Report of February 21, 2013. He highlighted some key points first.
 - The Mean Low Tide between the breastwork and the causeway is ~20' which would accommodate boats of any size we would consider as using a facility.
 - The new pier and float design would meet desired uses.
 - All water access from the floats or pier. Depending on final design, it would require a long ramp to access floats.
 - Costs were broken down as FIXED & LIKELY and OTHER. F&L costs were assessed as mobilization to do the removal work, removal of the two dolphins and the pump house debris. OTHER costs were based on which option was recommended by the committee to include removing the breastwork, removing Bents 1-7 of the approach pier [section closest to the breasting platform] and removing bents 8-14 of the approach pier.
 - There is a significant cost difference if we recommend that the fill material from the dolphin and breastwork cofferdams be used as reef material estimated to be \$762,200.

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- Recommended that we pursue reusing the fill material for a reef option. It will require permitting by the state. Regulators will want to evaluate what the best end of project habitat will be when evaluating the request.
- Discussed whether to keep the inner section of the approach pier from the expansion joint to the causeway [Bents 8-14] and use that as part of the new pier design. This section would require remediation and upgrade. The pier is already ~60 years old, does it make sense to keep it? The costs are approximately the same to remediate it and reuse it as to remove it and build something new. It is very high and would require a long ramp to access floats. Barney's pier assessment costs did not include maintenance of the current concrete deck.
- Must decide what a new pier would be used for and then possible designs. Most likely would not have to be as large as the current structures. The Wiscasset Town Pier was cited as an example.
- Scott suggested that we might possibly be able to delay removing the pump house until we remove everything else depending on our final recommendation. This would eliminate mobilization costs in the near term and reduce the \$200,000 figure being recommended for the 2016 budget.
- Mark's handout titled Cost Alternatives has a detailed outline of the various costs. All committee members have a copy.
- Would a complete package of both pier removal and building a new replacement pier be easier to sell vice just destruction of the old pier? That would delay actions until we have a replacement pier design with construction, maintenance and operation costs estimates. Bond question would be on the 2017 town warrant.
- Between now and Fall 2016, committee needs to agree on new pier design concept and what size it should be based on the population we envision as being served.
- Short discussion about the bond issuance process. Once the town approves issuing a bond and it is issued, we must start spending the money within two years.
- Mark summarized the discussion from his perspective as:
 - We should have a replacement pier.
 - We should reuse the fill material as an artificial reef.
 - We should remove the two dolphins, the pump house debris, the breastwork and bents 1-7 of the approach pier [section closest to the breasting platform].
 - Need to decide whether or not to remove bents 8-14 of the approach pier.
 - Can we delay removal of the pump house until everything else is removed?
- Mark will get with Barney on cost of environmental issues that might be associated with a new pier and float system, and building an artificial reef.
- The MFC committee is presenting to the BoS at this time, two concept papers: Recommendations for Pier Disposal and a vision for the Mitchell Field waterfront.
- Rob feels there should still be a 2016 town warrant article requesting authorization to move forward with a boat launch design and pier disposition.
- Jane will clarify with Kristi what deliverables the BoS wants from us.
- **Boat Launch Road Traffic Routing Options** – Don presented a map showing a possible additional road just to the north of the admin building that would take vehicles with trailer traffic from behind the admin building and directly to the boat launch area. This would keep them away from the beach goers who would be crossing the road in front of the admin building from the parking area and improve overall safety.

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- **Additional Committee Meeting** – Jane wants to have deliverables ready for the Budget Advisory Committee meeting on November 24 so it was decided that we should add an additional MF Committee meeting on November 9. Don will notify Linda Strickland.
- **Community Garden** – Final winter preparations have been made.
- **Signs Update** – Measurements have been taken of the sample kiosk. Don is working with Dave Brooks to develop the materials list.
- **Water Tower** – Tabled.
- **Bandstand** – Tabled.
- **Bluff Area Work** – The fence designated for removal is down. Don will coordinate removal of the materials. Work will continue as long as the weather stays nice.
- **Swimmer's Float** – Almost in position for winter storage.
- **Action items** – Nothing further to add.

Handouts:

- [M. Eyerman] memorandum on Possible Pier Uses dated November 2, 2015.
- [M. Eyerman] memorandum on Pier Disposition Cost Alternatives dated November 2, 2015.
- [D. Miskill] MF Map with possible additional road for boat launch access.

Next Meeting:

- MFIC meeting on November 9, 2015 at 5:30 PM at the Town Office
- MFIC meeting on November 16, 2015 at 4:30 PM at the Town Office
- MFIC meeting on December 7, 2015 at 5:30 PM at the Town Office

The MFIC Meeting adjourned at 6:55 PM

Respectfully submitted,
Don Miskill, Secretary