

Town of Harpswell
Mitchell Field Committee Meeting
November 14, 2016

Attendees: Jane Covey, Don Miskill, Judith Stanton, Sandra Allen and Scott Sheffer.

Also present: Mark Eyerman.

A quorum was present. The meeting was called to order at 5:02 p.m.

Meeting Minutes: The October 3, 2016 and November 7, 2016 meeting minutes were approved as written, [5-0-0] and [5-0-0] respectively.

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 Natural Resources Management Plan for the entire property.**
- **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:

- **Planner's Update:** See *November Update* handout.
 - **Pier Demolition** – BoS intend to have a warrant article on the March 2017. The committee's recommendation for pier removal is based on the rapidly deteriorating condition of the structures. It is cheaper to remove the structures while they are still standing rather than having to remove debris from the ocean floor. Based on the actual costs to remove the pump house being less than expected, it is hoped that updated cost figures for the demolition project will be less than the numbers we have been working with. If the artificial reef project is approved that would save additional money.
 - **Water Tower Task Force** – They are evaluating two options both of which could be used.
 - **Option 1, Communications Tower** – The TF has met people who said that the tower would fill coverage holes that currently exist from Falmouth to Harpswell. They still have to decide responsibility for maintenance of the structure. It would generate annual income and carriers are willing to invest some money in the infrastructure. The WTTF has recommended to the BoS that they authorize an RFP to market its potential as a communications tower. And, that the WTTF act as the town agent in this endeavor. The engineering firm, Woodard & Curran, has been hired to estimate annual maintenance costs looking out 20 – 25 years. Not sure when their evaluation is due.
 - **Option 2, Water Tower** – BoS has hired Woodard & Curran to evaluate the benefits and costs to having the tower available for economic development at the field in addition to a local residential development. They will analyze a series of options. Takes on added

Town of Harpswell
Mitchell Field Committee Meeting
November 14, 2016

importance in light of the recent proposal for an aquaculture business at MF currently before the BoS.

- **Waterfront Reserve Account** – BoS has included a 2017 9200 Capital Reserve line item setting aside \$250,000, which would be available for matching funds grant requirements. This is an important step as we move forward. Barney’s money is coming from a different account appropriated at last year’s meeting. This answers an important question on the grant application asking if funds are available and helps getting to the “top of the pile.”
- **Replacement Pier:**
 - Mark and Jane reviewed the agenda for tonight’s workshop.
 - 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.
 - Jane went over proposed work Plan for 2016 – 2017. It lists Steps and assumptions for 3 tasks:
 - Task I – Make recommendation on Pier Replacement to BoS for March 2017 Town meeting.
 - Task II – Recommend Aquaculture Project action to BoS.
 - Task III – Review MF Master Plan and recommend revisions and implementation strategies. Due March 2018 Town meeting.
 - See handout for details.
 - Jane will coordinate with Kristi on the overall time line for closing the warrant in order for the MFC to sequence our action items in support of the recommended courses of action for all the Mitchell Field related articles on the Town Meeting Warrant.
 - Jane handed out a summary of the MF survey results to date. 100 responses to date. The survey will be promoted tonight and will remain active into 2017.
 - Planning an additional workshop, January 17, 2017 to provide another change to communicate to the public our support for the articles that will be on the March Town meeting warrant. We will have firm demolition numbers and a recommended replacement pier proposal ready to present. We need public approval to move forward with pier designs, water depth survey, cost analysis for construction and annual maintenance, and grant applications.
- **Signage Design Review** – Don recommended the “Park on the Pavement” signs be permanent but place them on wooden poles that can be removed in the winter.
- **Member Recruitment** – We are down two members from the ideal full membership (9). Ideally, with experience in one or more of the following areas: engineering, planning/development, finance. One of our focus areas going forward will be can we structure revenue generating operations to cover field maintenance and operating costs. Jane will make a recruiting announcement at the workshop.
- **2017 Budget Submission** – Jane reviewed the proposed budget that will go before the Budget Advisory Committee. Budget Advisory Cmte will review it on December 12.
- **Aquaculture Proposal:**
 - Emergent Holdings LLC has submitted *Formal expression of interest for the partial development of Mitchell Field* proposing to raise Atlantic salmon.
 - BoS has hired Steve Levesque (Executive Director, MRRRA) to handle the negotiations for this proposal. The BoS hope to have a warrant article for the March 2017 town meeting.
 - Short time frame for this review and negotiation process. Anticipate a December workshop for all relevant town committees.
 - Key elements in the letter directly affect the Master Plan, water tower and replacement pier: they are asking for 15 acres which will require a change to the MF Master Plan and town approval. They do not need to be on the waterfront and are now proposing to be located in the

Town of Harpswell
Mitchell Field Committee Meeting
November 14, 2016

- upper meadow, less visual impact. They will need seawater inlet & discharge pipes and may use the pier to receive supplies [feed & O₂] or ship product. They are also proposing to have a fish hatchery for salmon that means they will need fresh water. That could impact water tower disposition plans. Mark will keep us informed as the process moves along.
- Committee members can review their operations on the RAS web site. We have an important role to ask questions and identify issues related to this business proposal and communicate them to the BoS and negotiation team. There are some significant infrastructure requirements if they relocate to the upper meadow and require intake/outflow pipes to the water.
 - **MF Master Plan Review and Update** – Potential relocation of the business zone would necessitate reevaluation of uses for the waterfront area previously identified as the MF Business Zone.
 - **Kiosk & Rob Roark Memorial Bench** – Don will coordinate with Mike on these two items.
 - **Community Garden:**
 - Have submitted a Senter Foundation Grant request to fund a solar powered deep well for a garden water supply system. Hard wired system using existing wells at the field were too expensive (>\$25,000).
 - The warm weather has allowed an extended growing season. We are still donating food to the MCHPP and mobile food bank. Have donated >1000 lbs. so far.
 - **Natural Resource and Bluff Assessments & Plans** – Don met with the Bluff Assessment folks last Wednesday. They walked the bluff from above and along the shore, and identified five specific areas to study including the two erosion areas high up and the erosion areas right at the bottom of the bluff along the shore. Submitted the Davis Foundation Grant for funding (\$7,500) hire a professional to assist with our Natural Resources Management Assessment and Plan development. Jane and Don will be meeting with Bowdoin College Reps on Friday for two other projects at the field: Ocean-related storm surge impact and aquaculture possibilities.
 - **Invasive Species Project** – Nothing new to brief. Winter means a hiatus until spring.
 - **Solar Panel Project:**
 - Scott asked about that proposal. Unfortunately, they were on a short time line due to the pending PUC decision on net metering. The committee had several questions they needed answers to before making a final recommendation to the BoS. It would have required a special town meeting or delay until the regular town meeting since it represented a change to the MF Master Plan. The project was withdrawn.
 - This evolution highlights the dilemma of trying to do economic development under the current process for evaluating the project, negotiations and approval by the town. It is not a quick or nimble process. Pre-planning and pre-approval are all the more critical as we reassess the MF Master Plan
 - **Additional Meetings** – Check the **Next Meeting** listings below.
 - **Fall Work Plans** – We continue to paint as long as the weather holds.
 - **Action items** – Change the Meadow Management Plan to Natural Resources Management Plan.

Handouts:

- Proposed 2017 Mitchell Field Budget Acct 9400 dated October 14, 2016.
- Emergent Holdings LLC letter *Formal expression of interest for the partial development of Mitchell Field*. Dated October 28, 2016.
- Mark Eyerman memo, *November Update* dated November 4, 2016.
- Mark Eyerman, *Mitchell Field Replacement Pier, Public Workshop #2, November 14, 2016 Agenda* dated November 5, 2016.

Town of Harpswell
Mitchell Field Committee Meeting
November 14, 2016

- Mark Eyerman memo, *Possible Alternatives for a Replacement Pier at Mitchell Field* dated November 7, 2016.
- *Mitchell Field Pier Survey Results* dated November 7, 2016.
- Barney Baker *Waterfront Options Matrix* dated November 7, 2016.
- Mark Eyerman memo, *Notes from Workshop #1 Mitchell Field Replacement Pier* dated November 14, 2016.
- Jane Covey, *Mitchell Field Committee 2016 – 2017 Work Plan: Part I* dated November 14, 2016

Next Meeting:

- 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 3, 2017 at 5:30 p.m. at the Town Office
- Replacement Pier Public Workshop on January 17, 2017 at 6:30 p.m. at the Town Office
- MFC meeting on February 6, 2017 at 5:30 p.m. at the Town Office

The MFIC Meeting adjourned at 6:09 p.m.

Respectfully submitted,
Don Miskill, Secretary