

Board of Selectmen's Meeting Minutes
January 27, 2011
Harpswell Town Office
Approved on February 10, 2011

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At 6:00 p.m. the Board met to handle administrative matters: Administrator Eiane reported Captain Davis, of Cumberland County Sheriff's Department, could attend the Board's February 3 meeting regarding road closures during emergency incidents and that Captain Davis expressed concern about the ability of the sheriff's office to have personnel post notices whenever a closure occurs; Chairman Henderson responded Captain Davis should not come unless he is able to offer a constructive solution to the road closing issue; an abatement review meeting was scheduled for February 15 at 4:30 p.m.; Selectman Multer proposed meeting at 6:00 p.m. and drawing no line between the administrative and regular meeting and the Board concurred beginning the first meeting in March; notice will be made to the public of the change in meeting schedules.

Selectmen Present: James S. Henderson, Mark E. Wallace and Elinor Multer

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; and Marguerite Kelly, Treasurer

Call to Order and Pledge of Allegiance: The meeting was called to order at 6:30 p.m.

The meeting was videotaped broadcast live on Harpswell Community Television.

1. Adoption of the Agenda: Chairman Henderson moved, seconded by Selectman Wallace to adopt the agenda as printed; motion passed 3-0.

2. Public Comment: C. Matthew Rich stated some recent information regarding Harpswell's share of school costs has been incorrect and he reviewed the EPS formula and Harpswell's share of the costs. See attachment.

3. Town Administrator's Report: Administrator Eiane reminded the public that February 1 is voting day regarding the West Harpswell School matter and that there are three voting sites: the Grange, Cundy's Harbor Community Building and the Old Orr's Island Schoolhouse. The polls open are open from 9:00 a.m. to 8:00 p.m. and absentee ballots are available at the Town Office until voting day. Administrator Eiane announced that February 2 at 10:00 a.m. at the Cross Office Building in Augusta is the legislative hearing on LD 69 – An Act to Restore the Historic Boundary Line between Harpswell and Brunswick. The public is encouraged to attend and to contact the Town Office for ride share information. Administrator Eiane noted it has been a cold winter and with fuel prices on the rise, the Town is fortunate to have a local program structured to assist those in need of heating assistance. The Town has seen an increase in assistance applications as LIHEAP funds have been slow to come to individuals and some who have prepaid for fuel with a local dealer will no longer receive the fuel and are seeking reimbursement. Administrator Eiane suggested the Board may want to consider writing a letter to the legislative representatives regarding the delay in the release of LIHEAP funds as the Town is aware of someone applying in October whose application has not yet been reviewed. Administrator Eiane encouraged anyone in need of heating assistance to contact the Town Office. She stated she was informed by the Town Clerk that a petition was received and that the process of verifying signatures will begin. The petition asks for the Town to authorize \$55,000 in notes and to authorize a withdrawal committee for the purpose of studying withdrawal from MSAD 75. Chairman Henderson asked for the statutory responsibilities to be supplied to the Board when the petition comes before the Board. Administrator Eiane stated the Boy Scout who is performing a study on the Town's street lights is seeking volunteers to help survey the current street lights. Anyone interested can contact the Town Office. The Board agreed to send a letter to our congressional representatives regarding the delay in LIHEAP funds and carbon copy PROP, the agency processing the applications.

4. Selectmen's Announcements: Selectman Multer announced the Board plans to make a meeting schedule change beginning at the first meeting in March that will incorporate the administrative meeting into the regular

meeting, beginning at 6:00 p.m. Selectman Multer encouraged anyone who may be inconvenienced by this schedule change to contact the Board members. Chairman Henderson announced that in the Times Record on January 26, there was an error made on the front page stating that MSAD 75 will save \$483,989 if the West Harpswell School is closed. In Thursday's issue of the Times Record, the error was corrected to say that Harpswell's share in the school assessment will be reduced by \$483,989, even if the school remains open and he read the printed correction. The correction included that if the school is closed, Harpswell taxpayers will see an assessment of about \$6,564,000 and if voters decide to keep West Harpswell School open, there will be an assessment of about \$6,373,000. Chairman Henderson noted that the Brunswick Marine Warden was asked to collect any information regarding the Town Line Boundary issue, which was provided. Chairman Henderson visited the Brunswick Town Office and requested the same which was promised as part of a mutual sharing of information. Kay Ogrodnik stated that the Board's meeting schedule change was an excellent idea. Ms. Ogrodnik reiterated the Times Record error.

5. Approval of Minutes: The Board clarified an amendment in the January 13 minutes to include in section 6 a reference to the current ordinance and Deputy Administrator Sawyer questioned another section that the Board clarified. Chairman Henderson moved, seconded by Selectman Multer to adopt the January 13 minutes as amended; motion passed 3-0. Chairman Henderson moved, seconded by Selectman Multer to adopt the January 20 minutes; motion passed 3-0.

6. Treasurer's Report: Marguerite Kelly reported the audit is complete with minor changes. Ms. Kelly reviewed her monthly report for December 2010 (attached).

7. Environment Maine Request for Support of An Act to Get Maine Off Oil: Nathaniel Meyer asked the Board to support a bill to reduce oil dependence in Maine. Mr. Meyer stated that most Maine homes use oil, most of the funds leave Maine and oil use causes air pollution, which is very high for Maine. Mr. Meyer explained there is a pending bill that will set goals and direct Efficiency Maine to establish a plan on how to accomplish reducing the State's dependency on oil. Selectman Multer stated she was favorable to the concept but preferred to read the actual bill language first. Mr. Meyer indicated the bill has not been printed yet. Selectman Wallace questioned if it is the plan to tax oil to force less use. Mr. Meyer responded that the most efficient way to reduce oil use is to make energy improvements. Selectman Wallace stated it costs money to make those improvements and many people are just getting by. Mr. Meyer stated the law would get the appropriate people together to make a plan. Tony Barrett spoke in support of the bill as oil costs increase; everyone needs to look for ways to reduce costs. Richard Moseley spoke in support of this bill as he is interested in alternatives to oil for his 12 room bed and breakfast. The Board agreed to wait to review the written bill.

8. Town Line Boundary Matter: Administrator Eiane reported there was a motion at a previous Board meeting: "Chairman Henderson moved that there is no need to have a legal review by Town attorney of a pending resolution that the Harpswell Select Board members, having reviewed the documents or through conversations, are in agreement with characterization of the boundary of the Town of Harpswell as asserted by the Carrying Place Assembly (CPA) and urge the legislature to restore the boundary." The motion was tabled for the Board members to review the material. Chairman Henderson indicated the Board also held a workshop with the CPA earlier this week. Selectman Multer moved, seconded by Chairman Henderson to lift the motion from the table; motion passed 3-0. The original motion passed 3-0.

9. 2011 Budget Review

- **Proposed Conservation Fund Article and Funding:** The Board reviewed the revised article for a \$5,000 reserve account to be used for studies to support the potential conservation of land for the public's use. The Board agreed to proceeding with the article. Administrator Eiane noted that the warrant has not been legally reviewed yet and that may bring minor changes.

- **Town Landings Adjustment:** The Selectmen agreed with the additional \$2,000 in the Town landings account for the potential purchase and placement of concrete slabs at the Bethel Point Landing.
- **Debt Service Adjustment:** Administrator Eiane reviewed that the original bond borrowing was planned for the fall of 2011, which would not affect the debt service budget. Administrator Eiane suggested the Board consider borrowing in the spring so that the road project could get underway earlier and this would result in a debt payment being due in the fall. If the Board prefers to wait on the bond borrowing to the fall, then a bond anticipated borrowing will be necessary in the spring in order to get the road project started. The Bond Bank is accepting applications next week for the spring borrowing and if the Board approves, the application will be submitted but can still be withdrawn if Town Meeting doesn't approve the borrowing. Chairman Henderson asked for clarification regarding the options and the associated timelines. Marguerite Kelly, Treasurer, summarized the two options: 1. apply to the Bond Bank next week for a spring borrowing and add an interest payment to the debt service or 2. borrow in the fall from the Bond Bank in combination with a bond anticipated borrowing. Ms. Kelly was indifferent to which option the Board should proceed with. The Board reached a consensus to proceed with the spring borrowing and add \$5,000 to the debt service budget. Ms. Kelly reported the Town paid off two outstanding debts in 2010 which has provided flexibility for new borrowings.
- **Use of Fund Balance Review:** Administrator Eiane reviewed her memo regarding the use of fund balance. Based on the draft audit, there is about \$375,000 available for use to reduce the tax commitment or for another use. The Board could consider reducing the bond from \$1,000,000 to \$800,000 setting aside \$200,000 from fund balance to the road reserve and using \$175,000 to reduce the tax commitment. Administrator Eiane noted the road reserve account will also be used for the needed repair/replacement at Bethel Point. Administrator Eiane stated the Board doesn't have to make a decision right now but that they should be thinking about the options. The Board reached a consensus to proceed with using \$200,000 of fund balance for the road reserve account and \$175,000 to reduce the tax commitment. Administrator Eiane reviewed the estimated revenues for 2011 and the LD1 limit calculation. The proposed 2011 budget is about \$81,000 under the LD1 limit. Selectman Multer handed out information from the Maine Municipal Association regarding the State's proposal to make further cuts to revenue sharing, which will impact municipalities. Administrator Eiane reviewed a preliminary tax calculation sheet that showed a reduction in the tax rate based on certain assumptions including the school assessment reduction.

10. 2011 Town Meeting Warrant Review: Administrator Eiane stated the draft warrant was prepared following the format from last year. Administrator Eiane noted it is the Board's warrant and asked them to review it and advise of any changes. Selectman Multer asked that all prior year appropriations be added to each question and if the item is new, to indicate in some manner.

11. Committee Appointments: Chairman Henderson noted Carol Tukey, Planner, recommended advancing the two associate members of the Planning Board to full members. Chairman Henderson moved, seconded by Selectman Wallace to appoint Paul Standridge and Burr Taylor Jr. to full members to serve the remainder of the unexpired terms of those who resigned. Selectman Multer noted that both Burr Taylor and David Chipman will now be on four committees and requested that they be asked to be sensitive of the level of activity and the potential difficulty of scheduling meetings. Chairman Henderson moved, seconded by Selectman Multer to appoint David I. Chipman as an associate to the Planning Board to April 30, 2012; motion passed 3-0. Chairman Henderson moved, seconded by Selectman Wallace to appoint Sue Vachon as a full member and Tony Barrett as an associate to the Conservation Commission to April 30, 2012; motion passed 3-0. Administrator Eiane noted the applicant for the Marine Resources Committee is the son of another member which will be the third family relationship within the Committee as there currently are two married couples on the Committee. Chairman Henderson acknowledged the pool seems very small for this Committee. Chairman Henderson moved to appoint Walter Moody Jr. to the Marine Resources Committee; motion passed 3-0. Chairman Henderson moved, seconded by Selectman Wallace to appoint C. Matthew Rich to the Budget

Advisory Committee to April 30, 2012; motion passed 3-0. Selectman Wallace questioned if background checks are performed on committee volunteers and if there is any potential of fraud on the Budget Advisory; it was noted that checks are not performed and that the Budget Advisory doesn't handle any funds. Chairman Henderson moved, seconded by Selectman Wallace to appoint Bobbi Moody as the PTO member to the Education Advisory Committee; motion passed 3-0. Chairman Henderson moved, seconded by Selectman Wallace to appoint C. Matthew Rich to the Comprehensive Plan Implementation Committee to April 30, 2012; motion passed 3-0. Chairman Henderson thanked the applicants who applied for committees without vacancies. Chairman Henderson moved, seconded by Selectman Multer to appoint Janet Coombs, Megan Hubbard, Susan Lowery as wardens for the February 1 vote and Hope Hilton, Melissa Moretti and Thomas Rothwell as deputy wardens; motion passed 3-0.

12. Other Business: None.

13. Authorization of the Warrant: Selectman Wallace moved, seconded by Chairman Henderson to authorize warrant #6 in the amount of \$75,833.67; motion passed 3-0. Chairman Henderson moved, seconded by Selectman Multer to authorize warrant #7 in the amount of \$2,255.94; motion passed 2-0 (Selectman Wallace abstained). Payroll warrant #4 in the amount of \$17,213.89 was noted for the record.

14. Public Comment: None.

15. Adjournment: The meeting was adjourned at 9:05 p.m.

Respectfully Submitted,

Terri-Lynn Sawyer

Attachments: C. Matthew Rich Submission
Treasurer's Report

[Attachments are available at the Town Clerk's Office or by email at harpwell@town.harpwell.me.us]