

Selectmen's Meeting Minutes
January 12, 2017
Harpswell Town Office
Approved January 26, 2017

At 5:00pm, the Board held a workshop with the Code Officers and Emergency Management Agent regarding flood plain matters and the Cumberland County's Hazard Mitigation Plan.

At 5:45pm, the Board recessed.

Call to Order and Pledge of Allegiance: The meeting was called to order at 6:00 p.m.

Selectmen Present: Richard A. Daniel and Kevin E. Johnson

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; Rob McAleer, Emergency Management Agent; and Jim Hays, Harbormaster

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Johnson, to adopt the agenda as amended by adding appointments as 9a and moving item 6 to after item 2; motion passed 2-0.

2. Public Comment: None.

6. Adoption of the Cumberland County Hazard Mitigation Plan: Rob McAleer, Emergency Management Agent, stated as discussed at the workshop, Cumberland County has drafted a Hazard Mitigation Plan and is asking municipalities to adopt it. By adopting the plan, the Town could be eligible for grant funds. It does not create a substantial commitment and it alleviates municipalities from having to write their own plans. Chairman Daniel thanked the County for its work. Chairman Daniel moved, seconded by Selectman Johnson to adopt Cumberland County's Hazard Mitigation Plan; motion passed 2-0.

3. Selectmen's Announcements: Chairman Daniel stated Selectman Multer is absent tonight and missed. Chairman Daniel stated John Gilliam passed away and he expressed condolences to his family and friends.

4. Town Administrator's Report: Administrator Eiane stated one of the Board's goals is to change the Road Commissioner position from being elected to appointed. The current Road Commissioner's term extends to March 2018 so a Town Meeting vote must take place at least 90 days prior to that Town Meeting for a change to be effective. Administrator Eiane suggested the Board hold a workshop. The Board may want to bring the article to this Town Meeting and if it wants the matter on secret ballot, that decision must be made by January 25. Administrator Eiane noted that similarly to when the Treasurer's position was changed, the public needs to be educated as to the reasons for change, such as assuring that the Town has a qualified person in that position. Also important is letting the public know that the intent is not to remove the current person. The Selectmen scheduled a workshop at 5:00pm on January 19 and asked that the Road Commissioner be asked to attend.

5. Consent Agenda: Chairman Daniel moved, seconded by Selectman Johnson to approve the consent agenda [January 5, 2017 minutes; set the mileage reimbursement rate to .535/mile; authorization of warrant 2 in the amount of \$12,728.31 and payroll warrant 2 in the amount of \$13,691.29]; motion passed 2-0.

7. Proposed Harbor and Waterfront Ordinance Amendments: Jim Hays, Harbormaster, reviewed the proposed changes (attached) to the Harbor & Waterfront Ordinance as recommended by the Harbor and Waterfront Committee. The Board agreed to hold a hearing on the amendments along with the expected changes to the Shellfish Ordinance.

8. Accept Donations: Chairman Daniel moved, seconded by Selectman Johnson to accept the following donations: Norman and Emily Breitner \$100 for the Bandstand, William Cheever \$300 for heating, and Walsh Family \$400 for heating; motion passed 2-0.

9. Committee Appointments: Chairman Daniel moved, seconded by Selectman Johnson to appoint Jean Calderwood as an associate to the Board of Appeals and Philip Conner to the Recycling Committee, Energy Committee and Harbor & Waterfront Committee; motion passed 2-0.

Other Appointments: Chairman Daniel moved, seconded by Selectman Johnson to appoint Rosalind Knight as Registrar and Cathy Doughty, Sarah Lafond, Carolyn Perow, Melanie Rubins, Sandra Swallow and Shirley Thompson as Deputy Registrars; motion passed 2-0.

10. 2017 Budget Review: Administrator Eiane reviewed the proposed 2017 overall budget of \$5,051,610, a 2.7% increase over 2016's budget. She noted the proposed bond for the demolition of the pier at Mitchell Field and the proposed use of \$150,000 from fund balance for capital issues that may occur at the pier prior to bonding. The Board reviewed and approved the following budgets categories:

1000	Admin	\$267,580	1200	Facilities	\$105,400	3110	Marine patrol	\$191,612
1000	Information	\$9,000	1210	Old Town hse	\$9,000	3110	Boat opertns	\$2,000
1000	Legal	\$50,000	1225	Pott's dock	\$4,500	3115	Marine	\$10,000
1000	Memberships	\$15,925	1226	Town lands	\$22,500	3200/10/20	Fire dpts.	\$210,914
1100	Elected	\$142,437	1227	Cdr easement	\$2,500	3230	Municipal dpt	\$124,860
1120	Assessing	\$80,279	1230	Cemeteries	\$8,860	3240	Fire warden	\$2,200
1130	Codes	\$134,887	1300	Risk mng	\$57,789	3260	Dry hydrant	\$2,500
1140	Tax collector	\$36,017	1310	Benefits	\$381,791	3310	emerg. mng	\$3,650
1150	Clerk	\$51,852	2000/2110	Recy/tran	\$349,023	3350	Paramedic	\$285,111
1160	Planning	\$72,563	2200	Road maint.	\$68,000	3400	Harbormaster	\$46,463
1170	Committees	\$7,270	2210	Winter maint.	\$455,710	3500	Animal cntrl	\$24,787
1180	Treasurer	\$30,388	3100	Dispatch	\$32,374	3600	Street lights	\$28,000

11. Public Comment: None.

12. Other Business: Deputy Administrator Sawyer stated there was an expense classification error in the Mitchell Field capital reserve and when corrected, the carryover amount is \$66,876. Chairman Daniel moved, seconded by Selectman Johnson to approve the revised figure; motion passed 3-0.

13. Administrative Matters: Administrator Eiane stated that next week's meeting will be very full and she reviewed the items coming up.

14. Adjournment: At 7:35 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator