

Selectmen's Meeting Minutes
May 25, 2017
Harpswell Town Office
Approved June 8, 2017

The 5:00pm Executive Session meeting was canceled.

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

Selectmen Present: Richard A. Daniel, Kevin E. Johnson and David I. Chipman

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; Charles Perow, Recycling Center/Transfer Station Manager; Fred Cantu, Code Enforcement Officer; and Marguerite Kelly, Treasurer

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Chipman, to adopt the agenda as amended by adding remove a committee member under other business; motion passed 3-0.

2. Public Comment: None.

3. Selectmen's Announcements: Chairman Daniel announced the 2017 Hiking Challenge is June 3 and 4 with the Tailgate & Recreate Event on June 4. More information is available on the Town's website and Facebook.

4. Town Administrator's Report: Administrator Eiane stated the Town is about to embark on a large scale project with the pier removal at Mitchell Field. Staff has been exploring applying for an Economic Development Administration (EDA) grant and has learned the project would have to include both the pier removal and infrastructure for the business district. Even then there is no guarantee and the process would hold up the pier removal project. Staff recommends proceeding with the pier project as planned and consider applying for an EDA grant for infrastructure later. A workshop with the pier project consultant, Barney Baker, has been scheduled for June 8 at 5:00pm and a site visit to Mitchell Field on June 12. Administrator Eiane reported the Cumberland County Health District reached out to ask if the Harpswell Town Office could be a training location regarding the opioid situation to include how to recognize overdosing and being familiar with the antidotes. Selectman Chipman asked for fire and rescue to be invited; Helen Tupper noted that current training includes this topic. The Board was in consensus about the Town Office being a training site.

5. Consent Agenda: Selectman Chipman noted the minutes should reflect the proposal to rename the Energy Committee to the Energy and Technology Committee. Selectman Chipman moved, seconded by Chairman Daniel to approve the consent agenda [May 11 minutes; appointed Walter Moody, Sr. to the Marine Resources Committee and Jane Smith as Steward; authorization of warrant 21 in the amount of \$844,976.77, warrant 21a in the amount of \$550 and payroll warrant 21 in the amount of \$21,256.77]; motion passed 3-0.

6. Treasurer's Report: Marguerite Kelly, Treasurer, reviewed her report for April (attached).

7. Composting and Recycling Center/Transfer Station Facility Proposals: Charles Perow, Jr., Recycling Center/Transfer Station Manager, stated he has been promoting composting and there is a lot of interest. However, Harpswell's geography makes curb-side impossible and the Facility does not have the space necessary to compost. He has worked with Phoebe Lyttle, from Garbage to Garden, to devise a way to accept compost at the Facility. People would bring food scraps, etc. to the Facility and dispose of it in bins, which will be maintained and emptied by Garbage to Garden. Once established, Garbage to Garden will reach out to the schools and restaurants in Town to participate. Ms. Lyttle reviewed the history of Garbage to Garden and how it works, including how the recycling rate will increase. The Town will receive an allotment of compost that it can use on Town property or provide to residents. Mr. Perow reviewed the budget noting the solid waste disposal fees will be reduced to offset compost fees. The goal for the rest of 2017 is for 10 tons and as that increases in the future, the Town's fees should be reduced. Mr. Perow reviewed the proposal to also implement a leaf and

grass composting area at the Transfer Station, which staff will flip from time to time. Mr. Perow reviewed the costs and amounts of solid waste disposal of and the potential reduction in amounts by removing food and other compostable items from the waste stream. This is a pilot program and while there is a slight increase in tipping fees, it seems to be a good fit for Harpswell. Mr. Perow also reviewed the capital costs involved with fixing the erosion at the back of the salt shed and build a new push wall for the leaf and grass area that will also provide additional support to the salt shed. At this time, Mr. Perow suggested giving the resulting compost to taxpayers at no cost and/or donate it to the Harpswell Garden Club or Harpswell Community Garden. If the program takes off, there could be a bay for compost in the future and it could be sold. Selectman Chipman moved, seconded by Selectman Johnson to approve the Garbage to Garden pilot program; motion passed 3-0. Selectman Chipman moved, seconded by Selectman Johnson to approve the capital expenditures to not exceed \$5,000; motion passed 3-0.

8. Wharf Applications

- **Helen Tupper, 69 Taylor Road, Map 60, Lot 56:** Fred Cantu, Code Enforcement Officer, reported a site visit was held and there were no concerns expressed about the proposal. Joe Leblanc, owner's representative, reviewed the proposal for a 4'x6' access platform, 4'x10' access stairs, 6'x85' pier with an 8'x8' crib, 3'x50' aluminum ramp 12'x24 float, and 10'x40 float haulout. The public could walk under at low tide and the longer length of the ramp is due to the shallow water. Chairman Daniel moved, seconded by Selectman Chipman to approve the application as the Harbormaster indicates there is no hazard to navigation and there is no injury to the rights of others; motion passed 3-0.
- **Amber Mason, 137 Wallace Shore Road, Map 53, Lot 67:** Mr. Cantu reported a site visit was held and when the application was received, the Assessing Agent determined the applicant had sufficient right, title or interest to apply. Soon thereafter, Walter Scott Moody, submitted a copy of a temporary restraining order request he had submitted to the Court requested that Ms. Mason be not be allowed to build as he claims ownership to the ledge. Mr. Cantu handed out the copy. Mr. Leblanc, owner's representative, reviewed information he handed out – 1. A memo from Debbie Turner, Town Assessing Agent, stating she believes Ms. Mason has sufficient right, title or interest; 2. The Maine Department of Environmental Protection has determined Ms. Mason owns the property; 3. Both parties have signed an Order allowing Ms. Mason to obtain permits but to wait for any construction until the property dispute is resolved. Mr. Leblanc suggested the Board could give its approval and the Code Office will wait to issue the permit until the property matter is resolved. Selectman Chipman asked if boating occurred between the ledge and land; Mr. Leblanc responded no real boat traffic per se. Staff suggested the Board table this matter for input from the Town Attorney. Selectman Chipman moved, seconded by Chairman Daniel to table the matter to the next meeting; motion passed 3-0.

9. Disposal of Excess Personal Property: Administrator Eiane reported the Town has the following excess equipment: 12' x 28' wood float, 3 large button phones, 3 Panasonic fax machines, 3 head phones, and 3 yellow button systems. Deputy Administrator Sawyer asked the Board to approve sending the float out for public bid and to allow some flexibility with the other items such as donating the phones to Harpswell Aging at Home. Selectman Chipman stated the Television Studio may be interested in the head phones. Selectman Chipman moved, seconded by Selectman Johnson to authorize sending the float out to bid without a minimum bid requirement and to allow staff discretion on the disposal of the other items; motion passed 3-0.

10. Bethel Point Parking Ordinance Amendments: Deputy Administrator Sawyer stated the Board, at the last meeting, heard the recommendations from the Town Lands Committee regarding changes to the Ordinance to allow some parking without a permit and some with a permit. At the last meeting, the Town Lands co-chair Hope Hilton, stated she would work with the Deputy Town Administrator on fine tuning the changes and language, which has been done and available tonight. The Board heard from a gentleman at the last meeting who asked about being allowed to have a parking spot on the west side near the landing. The Board agreed to consider it, if the other property owner (the space straddles the Town property and another property) agreed in

writing to allow him to park. Deputy Administrator Sawyer reports the other property owner is not sure he wants to authorize the parking in writing. If the Board still wants to consider allowing that space, Deputy Administrator Sawyer suggested the Town attorney be asked for input as to whether a spot could be reserved for one user. The Board agreed to not pursue the matter any further. Deputy Administrator Sawyer stated she received a call from a property owner near the corner before the Town's current parking sign stated that people park on the side of Bethel Point in that area, which is very dangerous for visibility. The person suggested the corner area be made a no parking area and Deputy Administrator Sawyer asked if the Board wanted to consider that. The Board agreed. The Board tentatively agreed to the ordinance changes, understanding the ordinance will come back to them when updated with that no parking area. Selectman Chipman asked how does someone get towed; Deputy Administrator Sawyer responded people in the area can call the Cumberland County Sheriff's Department and a Deputy will respond and may issue a warning or a ticket.

11. Request for Proposals for Exterior Painting of the Town Office: Administrator Eiane reviewed a few changes to the proposed request for proposals including extending the deadline, updating the insurance language and adding specificity about the paint. Chairman Daniel moved, seconded by Selectman Chipman to approve the request for proposals for the exterior painting of the Town Office; motion passed 3-0.

12. Accept Two Grants for the Harpswell Community Garden: Deputy Administrator Sawyer stated the Board previously approved the submission of several grant applications relating to the Harpswell Community Garden. The Harpswell Heritage Land Trust has approved a \$5,000 grant and New England Grass Roots Environmental Fund has approved a \$750 grant. Selectman Chipman moved, seconded by Selectman Johnson to accept the grants; motion passed 3-0.

14. Public Comment: Mary Ann Nahf, Conservation Commission Chair, stated she has received several calls regarding the brown tail moths. Nests can be clipped and removed in the spring but now there are not a lot of options. There are state regulations regarding spraying and is very limited in the Shoreland Zone so as to not affect the aquatic life, including lobsters. Additionally, the winter moth worms are out as well.

15. Other Business: Selectman Johnson moved, seconded by Selectman David to remove Michael Bernier, Sr. from the Marine Resources Committee due to attendance records and to appoint Brian Soper as a full member; motion passed 3-0. The Board agreed to sign an Orr's Island Bridge lease.

16. Administrative Matters: The Board will hold a marine resources workshop on June 6 at 6:00pm; a workshop regarding the pier project on June 8 at 5:00pm and a site visit to Mitchell Field on June 12.

At 7:24pm, the Board recessed.

At 7:30pm the Board returned and Chairman Daniel reminded the public of the Memorial Day Parade on Monday at 11:00am.

13. Public Hearing Re: June 13 Referendum Vote: The hearing was opened at 7:31pm. Chairman Daniel read each of the two secret ballot articles. No one commented. The vote will take place on June 13 from 8am – 8pm (the agenda incorrectly listed June 14). Selectman Chipman stated Harpswell used to be completely dry until the mid-1970's. Administrator Eiane noted postcards were sent to each resident listing important upcoming events including this hearing and the June 13 vote. Administrator Eiane stated the specific article language was required by state statute and passage of the articles will allow the retail sale of liquor in stores on Sundays and the other days of the week.

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

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Attachments: Treasurer's Report