

Selectmen's Meeting Minutes
September 3, 2020
Harpswell Town Office
Approved September 17, 2020

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

Selectmen Present: Chairman Kevin E. Johnson, David I. Chipman and Selectperson Jane G. Covey

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator/Treasurer; and Paul Plummer, Harbormaster/Marine Resources Coordinator

1. Adoption of the Agenda: Consideration of a proposed road name was added to the agenda as item 10.5.

2. Public Comment: None.

3. Selectmen's Announcements: None.

4. Town Administrator's Report: Administrator Eiane reported that a draft lease with Blue Sky, for construction of a communications tower at Mitchell, should be available for the Board's initial review in executive session with the Town attorney. The Board set September 14 at 4:00pm for that meeting. Administrator Eiane reported that Running Tide is still interested in leasing additional property at Mitchell Field and has indicated it would be prepared to work out the proposal before the end of the year. Administrator Eiane indicated that SMRT should have its proposal to design the Town's heating, ventilation, and air conditioning system for the Board's next meeting. Deputy Administrator Sawyer stated due to Covid-19, she does not recommend the Town hold a flu clinic this year. CHANS, the entity that usually administers the clinic, is under new guidelines that would limit the amount of people served and also delay an on-site clinic until November. As an alternative, CHANS will be offering drive through clinics at the former Parkview emergency room entrance every Saturday and Sunday beginning in October through November 8. Also the Midcoast related physician offices will be holding clinics for patients supplemented by CHANS for non-patients. Once a complete clinic list is available, it will be posted on the Town's website.

5. Consent Agenda: 1) Approval of the Minutes; 2) Accept Committee Resignations; 3) Authorization of the Warrants: Selectman Covey made a correction to the August 27 minutes. Selectman Chipman moved, seconded by Selectman Covey to approve the consent agenda (August 20 and August 27 minutes; accepted resignations from Becky-Sue Betts from the Conservation Commission and Wendell Cressey from the Marine Resources Committee; approved warrant #36 in the amount of \$366,426.31 and payroll warrant #35 in the amount of \$21,299.17]; motion passed 3-0.

6. Adopt Water Classification Definitions: Paul Plummer, Harbormaster/Marine Resources Coordinator, explained that with the Town Meeting adoption of the updated Harbor & Waterfront Ordinance, including the classifications map, the Board now has the authority to adopt the definitions of the classifications. Any future changes to the map or definitions will come to the Board for review and decision after a process such as holding a public hearing. Selectman Chipman moved, seconded by Selectman Covey to approve the definitions; motion passed 3-0.

7. Shellfish Matters: 1. License Allocation; 2. Conservation Time; 3. Upweller Grant: Paul Plummer, Harbormaster/Marine Resources Coordinator, recommended the Board ask the Maine Department of Marine Resources (DMR) to authorize the Town to add an additional two non-resident commercial shellfish licenses to its allocation. The two licenses would be for one harvester that was displaced from his Harpswell home due to a fire and the other for a long standing applicant on the waiting list that has completed conservation time annually. Chairman Johnson suggested the Town extend the license of the harvester who was displaced, Wendell Cressey, for a year. Chairman Johnson so moved, seconded by Selectman Chipman;

motion passed 3-0. Chairman Johnson moved, seconded by Selectman Covey to increase its non-resident licenses by one for Nick Wilson, pending DMR approval; motion passed 3-0.

Mr. Plummer stated the Town received a \$15,000 grant from Maine Shellfish Restoration and Resilience Grant for an upweller and seed. Due to Covid-19, only a handful of harvesters have worked this summer on the project. The project is 95% complete and an extension is needed to complete it in the spring. Selectman Chipman moved, seconded by Selectman Covey to approve sending the request for an extension; motion passed 3-0.

Mr. Plummer stated that due to Covid-19, the Marine Resource Committee has not been able to schedule conservation activities that could safely protect harvesters. As such, the Marine Resource Committee requests the Board of Selectmen waive all municipal shellfish conservation and meeting requirements to maintain a Harpswell Commercial Shellfish License, for the 2021 licensing year. Chairman Johnson so moved, seconded by Selectman Covey; motion passed 3-0. There was a discussion regarding waiving the licensing fees for the harvesters that contributed to the upweller project. Selectman Chipman so moved, seconded by Selectman Covey; motion passed 3-0. Mr. Plummer will provide the list of names, approximately 5-6 harvesters.

8. Consider Waiving Permit Fees Related to Town Partnership Projects: Deputy Administrator Sawyer stated the Town has been awarded Cumberland County Development Block Grants for both Harpswell Aging at Home and the Cundy's Harbor Library. Since the Town is a partner on both these projects, staff suggested the Board authorize waiving the Town permit fees (Code Office and Planning) related to these specific grant projects. Selectman Chipman so moved, seconded by Selectman Covey; motion passed 3-0.

9. Execute Easement to Joseph Andrew, Trustee, for Passage Over Town Property: Administrator Eiane stated Town Meeting authorized the Board to grant an easement to Joseph Andrew to pass over Town property from Route 123 near the cattle pound in Harpswell Center to a private driveway. Mr. Andrew's property is mainly accessed off Allen Point Road. Selectman Chipman moved, seconded by Selectman Covey to execute said easement; motion passed 3-0.

10. Treasurer's Report: Terri Sawyer, Deputy Town Administrator/Treasurer, reviewed her monthly report for August (attached).

10.5. Road Name: 911 Addressing Officer submitted a memo indicating that the property owners' road name choices for a drive, off Rt. 123 that will have two homes, do not conflict with other road names. Selectman Chipman moved, seconded by Selectman Covey to approve the first choice of Mercy Lane; motion passed 3-0.

11. Public Comment: None.

12. Other Business: None.

13. Administrative Matters: None.

14. Executive Session: At 6:36pm, Chairman Johnson moved, seconded by Selectman Chipman to enter into executive session pursuant to 1 M.R.S. § 405(6)(A) to conduct a personnel evaluation; motion passed 3-0.

The Board returned to open session at 6:58pm. Chairman Johnson moved, seconded by Selectman Chipman to authorize the across-the-board increase of 2.5% to the Town Administrator's salary; motion passed 3-0.

15. Adjournment: At 6:59 p.m. the meeting was adjourned without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Enclosure: Treasurer's Report