

Selectmen's Minutes
Meeting of October 18, 2018
Approved November 15, 2018

The Board held a workshop at 5:00pm with the Town Administrator to discuss 2019 budget matters, more specifically how to approach systematic wage and salary matters.

The regular meeting was called to order by Chairman Daniel at 6:00pm and the Pledge of Allegiance was recited.

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

Staff Present: Kristi Eiane, Town Administrator; Marguerite Kelly, Town Treasurer

Adoption of the Agenda: Chairman Daniel moved the agenda with the addition of Change Order # 17 added to Agenda Item 8; it was seconded by Selectman Chipman and passed 3-0.

Public Comment: Don Miskill, Mitchell Field Steward and Committee member, reminded the public that dogs are to be leashed on the main road; he also announced that there would be two waterfront visioning sessions for gathering public input: October 22, 6pm and November 8, 6pm. Donna Frisoli, Station Manager of Community Television, provided the Board with background/history on how HCBC came to be, its mission, Board of Directors membership, and its commitment to public, educational and governmental programming. With cable re-franchising coming up, she suggested that the Board consider appointing a committee to advise the Town on re-franchising matters, including the consideration of requesting a grant for equipment in the next franchise agreement. She provided background on how HCBC came to provide livestreaming services for Selectmen's Meetings and noted that recent problems with livestreaming have caused her to come up with a solution that included purchasing new equipment at a cost of \$3,500. She also noted that she has permission to play (one-time only) a reading by poet Richard Blanco on October 21, 7:30pm. It was filmed by HCBC at a Harpswell Heritage Land Trust meeting earlier in the year.

Selectmen's Announcements: None

Town Administrator's Report: Administrator Eiane asked the Board to correct a budgetary oversight and increase the per diem rate for Animal Control Officer (ACO) to \$44 per day and the Deputy ACO rate to \$35.05. It was moved by Chairman Daniel, seconded by Selectman Chipman and passed 3-0. She announced that the Town would be serving as a medication collection site on Saturday, October 27, 10am to 2pm; and that Selectmen were provided with roof replacement estimates for the Administration building at Mitchell Field—such estimates will be provided to the Mitchell Field Committee.

Consent Agenda: Chairman Daniel moved to accept the consent agenda [Approval of the minutes of October 4 and 11]; 2) Municipal Valuation Return; 3) November Election Worker Appointments [Marolyn Bibber, Janet Coombs, Donnette Goodenow, Megan Hubbard, Linda Kreamer, Debora Levensailor, Rhonda Mathy, Melody Moore, Sharon Oehmig, Amy Saxton,

Samuel Schwartz, Sandra Swallow and Jennifer Watson]; ; 4) Committee resignation [Philip Taylor from the Emergency Vehicles Committee] and Committee appointments [Lee Cheever to Mitchell Field Committee and Bandstand Committee, Zachary Smith to the Emergency Vehicles Committee and Becky-Sue Betts to the Conservation Commission]; and 5) Authorization of the Warrant #43 for \$736,078.17 and Payroll Warrant #41 for \$19,225.97]. Selectman Chipman added that the resignation of Phil Taylor be accepted with thanks from the Board for his service; seconded by Selectman Johnson and passed 3-0.

Wharf Application for Christine Horner Trust Wharf Application, 466 Long Point Road, Map 37, Lot 83: Code Enforcement Officer Bill Wells turned things over to Tim Forrester, agent for the property owners, who reviewed the proposal for a 5' x 16' timber pier that will connect to a 5' x 40' aluminum pier, a 3' x 40' ramp and a 12' x 24' float, and 10' x 30' float haulout. It was noted that the rip/rap and stabilization project are separate and not part of the Board's review. Chairman Daniel moved the approval of the wharf being that the Harbormaster has indicated no ill effects to navigation, fishing, fowling or to the rights of others; it was seconded by Selectman Chipman and passed 3-0.

Treasurer's Report: Town Treasurer Marguerite Kelly provided the Board with an overview of her September 2018 financial report [Attached].

Mitchell Field Pier Removal Project Requisition and Change Order: Mark Eyerman, Project Manager, provided background on Change Orders 16 [-\$310,154.28] and 17 [+\$1,135.75], and Requisitions 12 [\$163,697.19] and 13 [\$1,135.75]. Following the explanations, Selectman Chipman moved to approve Change Orders 16 and 17; it was seconded by Selectman Johnson and approved 3-0. Selectman Chipman moved to approve Requisition 12 in the amount of \$163,697.19 [\$9,070 to come from Road Maintenance to cover a portion of crack sealing] and Requisition 13 in the amount of \$1,135.75 [for additional linear foot crack sealing]; it was seconded by Selectman Johnson and passed 3-0. It was moved by Selectman Chipman to approve the certificate of substantial completion, seconded by Selectman Johnson and passed 3-0. Chairman Daniel commented on what a smooth process it had been thanks to all involved including Barney Baker's role in developing the request for proposal. Chairman Daniel asked Mr. Eyerman to draft a letter of thanks to the Contractor, Reed & Reed, and its subs. Selectman Chipman moved Warrant 18 [for \$155,714.19 with the inclusion of \$1,087 for PlanME and Warrant 19 for \$1,135.75]; it was seconded by Selectman Johnson and passed 3-0.

Winter Sand: The Town received three responses to its request for proposal for winter sand: Goodall @ \$14.50 per yard; Country Fare @ \$13.25 per yard; and Copp @ \$12.78 per yard. The Road Commissioner has recommended the low bid of Copp. It was moved by Selectman Chipman to approve Copp, seconded by Selectman Johnson and passed 3-0.

Heating Assistance: Administrator Eiane explained that the Town Meeting had approved a broadening of the heating assistance program allowing funds to be used for repairing or replacing heating systems. The staff provided the Board with proposed project requirements [Attached]. Selectman Chipman noted that one such parameter was that funding would not exceed \$4,000 for a project. Selectman Chipman moved that we accept these Harpswell Heating Assistance Program requirements; seconded by Chairman Daniel and passed 3-0. It was noted that the

Program requires verification of income and disclosure of financial assets such as savings. Selectman Johnson agreed to be part of the review team for proposed projects.

Other Business: Chairman Daniel asked how the Board wished to deal with the suggestion of creating a Committee to handle cable re-franchising matters. Selectman Chipman indicated he would ask the Energy and Technology Committee if they were willing to take this on first.

Administrative Matters: The Board was reminded of its meeting [executive session matter] on Monday at 9am.

Public Comment: None

There was a recess until the 7pm Public Hearing.

Public Hearing: Chairman Daniel opened the Public Hearing around 7pm. He read Articles 2 and 3 [which were referendum items on the November 6 ballot]. Selectman Chipman noted that Article 1 was to elect a moderator. Dorothy Rosenberg asked what the total expenditure for litigation had been with regard to the water tower matter. The Administrator referred to the handout provided, indicating that litigation did not start until July, so charges in April, May and June were not litigation related; however, water tower related legal costs for the year totaled \$61,756. Ms. Rosenberg expressed that the warrant article wording of Article 3 was vague, not specific enough for its use and that voters should have more clarity. She noted that this was an avoidable matter. The public hearing closed at about 7:15pm.

Adjournment: The meeting adjourned by unanimous consent immediately following the close of the public hearing.

Respectfully submitted,

Kristi K. Eiane
Town Administrator