

Board of Selectmen's Meeting Minutes
December 28, 2012
Harpswell Town Office
Approved on January 3, 2013

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Call to Order and Pledge of Allegiance: The meeting was called to order at 1:00 p.m.

Selectmen Present: Elinor Multer, James S. Henderson and Alison S. Hawkes

Staff Present: Terri Sawyer, Deputy Town Administrator

The meeting was recorded and broadcast live on Harpswell Community Television.

1. Adoption of the Agenda: Since the December 27 regular meeting was cancelled due to the weather, portions of that agenda will be considered at this re-scheduled meeting.

2. Public Comment: There was none.

3. Town Administrator's Report: Deputy Administrator Sawyer announced the Town Office will be closing at 12:30 p.m. on Monday, December 31 and will be closed on Tuesday, January 1, 2013.

4. Selectmen's Announcements: None.

6. Acceptance of Heating Assistance Donations: Deputy Administrator Sawyer stated the owner of Cook's Lobster House is unable to attend today's re-scheduled meeting but will be here at 4:00 p.m. to present a check for \$5,800 for the Town's heating assistance program. In addition, there are four other donors totaling \$1,025 for the program. Selectman Henderson moved, seconded by Selectman Henderson to accept the donations with thanks; motion passed 3-0.

7. Solid Waste Disposal Contract with Pine Tree Waste, Inc.: Chairman Multer moved, seconded by Selectman Hawkes to remove this item from the table; motion passed 3-0. Deputy Administrator Sawyer stated the concerns expressed by the Board relating to Pine Tree being required to dispose of the Town's wastes at the Penobscot Energy Recovery Center at the last meeting have been incorporated into the contract. Deputy Administrator Sawyer stated the contract was developed from the model contract and the Limitation of Liability was proposed by Pine Tree and reviewed by the Town Attorney and modified as proposed. Chairman Multer moved, seconded by Selectman Henderson to approve the contract; motion passed 3-0.

11. Consider Contract Amendment with Normandeau Associates: Deputy Administrator Sawyer stated the Town received a grant for \$20,000 to conduct a shoreland zoning ordinance review and signed a contract with Normandeau Associates to perform the work for \$18,839. The scope of work has expanded to include additional meetings for the consultant and additional ordinance and map revisions. Carol Eyerman, Planner, recommends extending the contract for an additional \$2,869 (1,698 above the grant). Deputy Administrator Sawyer stated that \$1,698 could be added to the 2013 contracted serviced line in the Planner's budget. Chairman Multer moved, seconded by Selectman Henderson to approve the contract amendment; motion passed 3-0.

13. Consider Use of Contingency: Deputy Administrator Sawyer stated due to unforeseen circumstances, the Animal Control budget will exceed the approved amount by \$605.56 and she asked for the Board to approve use of contingency. Selectman Henderson moved, seconded by Selectman Hawkes to approve the use; motion passed 3-0.

15. Acceptance of \$8,750 Gift from Bowdoin College: Chairman Multer moved, seconded by Selectman Henderson to accept the \$8,750 gift from Bowdoin College; motion passed 3-0.

18. Authorization of the Warrants: Selectman Henderson moved, seconded by Selectman Hawkes to approve warrant #63 in the amount of \$77,986.53; motion passed 3-0. Selectman Henderson moved, seconded by Selectman Hawkes to approve the first warrant for 2013, #1 in the amount of \$99,401.99; motion passed 3-0. Payroll warrant #53 for 2012 in the amount of \$18,541.80 was noted for the record.

19. Administrative Matters: The Board set the following meetings: January 3, 10 and 24, 2013 Selectmen's meetings with a likelihood the Board will meet each week after that until Town Meeting; January 9 at 3:00 p.m. as a reconciliation meeting with the Budget Advisory Committee; and January 9 at 2:00 p.m. as an open/executive session with employee, Bill Wells. The Board delayed the CMP pole location form to the next meeting and asked for a picture of the site location.

Chairman Multer asked staff to continue efforts with the Department of Transportation to make the island at the intersection of Mountain Road and Route 24 more visible.

Selectman Henderson suggested in the future, the Board may want to consider an on-line silent auction for selling the vehicles that are returned by Cumberland County. Selectman Henderson stated he heard a report that Towns are experiencing less fire calls and more emergency services calls. The Board agreed data on the number of and type of calls in Harpswell would be helpful.

21. Adjournment: The meeting was unanimously adjourned at 1:38 p.m.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Attachments:

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