

Selectmen's Meeting Minutes
December 30, 2019
Harpswell Town Office
Approved January 9, 2020

The workshop regarding the administrative building scheduled for 3:30pm was re-scheduled due to the weather.

Call to Order and Pledge of Allegiance: The meeting was called to order at 4:00 p.m.

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

Staff Present: Terri Sawyer, Deputy Town Administrator

1. Adoption of the Agenda: The agenda was approved as printed.

2. Public Comment: None.

3. Approval of the Minutes: Selectman Chipman made some changes to the December 19 minutes. Selectman Chipman moved, seconded by Chairman Johnson to approve the November 21, December 5 and December 19 minutes; motion passed 2-0.

4. Authorization of the Warrants and Use of Contingency: Deputy Administrator Sawyer stated that staff had previously informed the Board that the Recycling Center and Transfer Station article would likely exceed the approved budget and require use of contingency. As of today, with a few more invoices expected, the overage totals \$15,756.30. Selectman Chipman moved, seconded by Chairman Johnson to approve the use of contingency for \$15,756.30; motion passed 2-0. Selectman Chipman moved, seconded by Chairman Johnson to approve warrant #54 for 2019 invoices in the amount of \$80,581.94 and warrant #1 for 2020 invoices in the amount of \$183,395.32; motion passed 2-0.

5. Contract Extension for Emergency Communications Consultant: Deputy Administrator Sawyer stated Panther Pines Consulting, LLC, the consultant working on identifying the needs of the Town in relation to emergency communications, asked for an extension to February 1, 2020 with the report due January 15, 2020. Selectman Chipman moved, seconded by Chairman Johnson to approve the extension; motion passed 2-0.

6. Accept Donations: Deputy Administrator Sawyer read the donations: \$25 from the Harpswell Business Association for the bandstand fund; \$200 from the Elijah Kellogg Church for the heating assistance program; and \$500 from the James MacAdam Family for "where most needed". The Board discussed the MacAdam donation and agreed to accept it for the heating assistance program. Selectman Chipman moved, seconded by Chairman Johnson to accept the donations; motion passed 2-0.

7. Adjournment: At 4:08 p.m. the meeting was adjourned without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator