

**Special Selectmen's Meeting Minutes**  
**January 16, 2014**  
**Harpswell Town Office**  
**Approved on January 23, 2014**

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

**Selectmen Present:** Elinor Multer, Alison S. Hawkes and Richard A. Daniel

**Staff Present:** Kristi Eiane, Town Administrator and Terri Sawyer, Deputy Town Administrator

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

**1. Adoption of the Agenda:** Chairman Multer moved, seconded by Selectman Hawkes to move item 6 Budget Review to the end of the agenda; motion passed 3-0.

**2. Public Comment:** None

**3. Town Administrator's Report:** Administrator Eiane stated the Board is meeting tomorrow in two executive sessions, one at 8:30 am regarding acquisition of land and one at 9:00 am to speak with its attorney. Administrator Eiane noted there is a new director at the Bowdoin College Coastal Studies Center and Bowdoin representatives are interested in attending an upcoming Marine Resources Committee meeting to see how it can assist the Town.

**4. Selectmen's Announcements:** None.

**5. Consent Agenda:** Chairman Multer moved, seconded by Selectman Hawkes to approve the consent agenda; motion passed 3-0 [accept a \$200 donation from John and Lorna Flynn for heating assistance; updated carryover list as attached; and authorization of the warrant #3 in the amount of \$599,909.20 and payroll warrant #3 in the amount of \$14,238.74].

Special Projects (most expected to be completed in 2014 - 2015)

EMS Garage	137,244.00	
Mitchell Field Removal/Impr	1,478.00	
Mitchell Field Pier	8,873.00	
Legislative Agent	1,800.00	
Energy Conservation	2,502.00	
Hildreth Road Property/wetland delin	3,034.00	
Economic Development	5,510.00	
land purchase map 42, lot 6	3,318.00	
Old Town House sill work	2,000.00	
Conservation Subdivision Consultant	1,000.00	
WHS funds for gym floor	9,400.00	
TOTAL		<b>176,159.00</b>

Reserve accounts:

Dry Hydrant Reserve	2,780.00
Marine Hazard Reserve	3,522.00
Local Circuit Breaker Reserve	15,702.00
Failed Septic Reserve	22,649.00
Self-insurance Reserve	743.00
Heating Assistance Reserve	17,385.00
Land Acquisition Reserve	1,279.00
Town Office & Facilities Impr. Reserve	45,555.00
Voting Machines Reserve	12,300.00
Vehicle & Equipment Reserve	46,478.00
Recycling/Transfer Reserve	45,986.00
Assessing/Reval Reserve	20,235.00

Boat & Motor Replacement Reserve	23,243.00	
Office Equipment Reserve	12,705.00	
Generator Replacement Reserve	41,000.00	
Emergency Communications Equip Reserve	11,521.00	
West Harpswell School	15,000.00	
<b>TOTAL</b>		<b>338,083.00</b>
Contingency	36,702.00	
		<b>36,702.00</b>
 <u>Dedicated revenues:</u>		
Heating Assistance donations	13,971.00	
Joyce Brown Swim Fund (donations)	2,891.00	
Donation to GA food account	300.00	
Donation to MF ramp (or 2nd CHOICE bandstand)	1,800.00	
Comcast Grant for Cable & Tech.	10,197.00	
		<b>29,159.00</b>
<b>GRAND TOTAL</b>		<b>580,103.00</b>

**7. Other Business:** None.

**8. Public Comment:** None.

**9. Administrative Matters:** Administrator Eiane reported the Department of Transportation suggested a workshop with the Board to discuss options for replacing the jersey barriers at the causeway on Rt. 123. The Board requested more information regarding time and possible funding impacts. The Board scheduled a wharf hearing at the Brant/Mccormack site on January 28 at 2:30 pm.

**6. 2014 Budget Review:** Administrator Eiane provided an overview of the 2014 proposed budget in relation to the LD1 calculation. The Board reviewed and agreed to the following items:

**2014 PROPOSED BUDGET APPROPRIATIONS**

<u>Gen. Gov.</u>	<u>Budget</u>	<u>BAC</u>	<u>%±</u>	<u>Select</u>	
	<u>2013</u>	<u>2014</u>		<u>Board</u>	
				<u>Rec.</u>	
1000 Administration & Registrar	269,520	259,704	-3.64%	259,704	
1000 Public Information	9,000	9,000		9,000	
1000 Legal	35,000	40,000	14.29%	40,000	
1000 Memberships: MMA	8,228	8,402	2.11%	8,402	
1000 Memberships: MCOG	7,110	7,110		7,110	
1000 Memberships: C of C	500	500		500	
1000 Memberships: HBA	25	25		25	
1100 Elected Officials: Salary and Travel	121,441	121,700	0.21%	122,000	ck mileage
1120 Assessing	74,946	74,723	-0.30%	74,723	
1130 Codes Enforcement Office	108,371	111,283	2.69%	111,283	
1140 Tax Collector's Office	29,400	29,550	0.51%	29,550	
1150 Town Clerk's Office	52,452	57,956	10.49%	57,956	
1160 Planning Office	77,352	74,956	-3.10%	74,956	
1170 Town Boards/Committees	6,431	4,685	-27.15%	4,685	
1180 Treasurer's Office	21,950	23,250	5.92%	23,250	
1200 Town Buildings, Property & Vehicles	66,750	67,950	1.80%	67,950	
1210 Old Town House & Commons	7,500	6,000	-20.00%	6,000	
1225 Town Dock	13,550	4,850	-64.21%	4,850	
1226 Town Lands & Landings	20,750	24,500	18.07%	24,500	
1230 Cemeteries	7,000	7,000		7,000	
1300 Risk Management	60,111	56,722	-5.64%	56,722	
1310 Employee Benefits: Retirement	49,362	47,146	-4.49%	47,146	

1310	Employee Benefits: Health Insurance	204,712	211,911	3.52%	211,911
1310	Employee Benefits: Social Sec/Med.	59,798	61,662	3.12%	61,662
1310	Employee Benefits: Disability	3,300	3,600	9.09%	3,600
		<b>1,314,559</b>	<b>1,314,185</b>	-0.03%	<b>1,314,485</b>

**Public Works**

2000/2110	Recycling & Transfer	345,706	326,498	-5.56%	326,498
2200	Road Maintenance	90,000	60,000	-33.33%	60,000
2210	Snow Removal	403,756	410,466	1.66%	410,466
2220	Road/Street Signs	2,000	2,500		2,500
		<b>841,462</b>	<b>799,464</b>	-4.99%	<b>799,464</b>

**Pro. & Safety**

1205	Garage operations	8,000	8,000		8,000
3100	General Law Enforcement	321,900	324,415	0.78%	324,415
3100	Communications	30,735	29,625	-3.61%	29,625
3110	Shellfish Conservation: Marine Patrol	186,580	185,226	-0.73%	185,226
3110	Shellfish Consvrtion: Boat & Operations	12,000	9,500	-20.83%	12,000
NEW	Marine Services Contract/part time	0	25,000		25,000
3200/10/20	Emergency Services: Oper. & Capital	190,000	180,000	-5.26%	180,000
3240	Fire Warden	2,000	2,200	10.00%	2,200
3260	Dry Hydrant Maintenance	2,500	2,500		2,500
3310	Emergency Management	3,550	8,550	140.85%	8,550
3350	ALS (incl paramedic), & Comm.	126,840	241,760	90.60%	241,760
3400	Harbor Management	42,216	42,249	0.08%	42,249
3500	Animal Control	25,412	25,707	1.16%	25,707
3600	Street Lighting	22,500	23,000	2.22%	23,000
		<b>974,233</b>	<b>1,107,732</b>	13.70%	<b>1,085,232</b>

Get estimates

**H&Welfare**

1650-1099	Heating Reserve	12,000	10,000	-16.67%	7,500
5200	General Assistance	18,000	18,000		18,000
5300	Social Service Agencies	16,380	16,880	3.05%	16,880
		<b>46,380</b>	<b>44,880</b>	-3.23%	<b>42,380</b>

**Cult. & Rec.**

6000-6100	Orr's Island Library	13,000	13,000		13,000
6000-6110	Cundy's Harbor Library	13,800	13,800		13,800
6000-6120	Curtis Library	123,904	128,204	3.47%	128,204
6000-6200	Harpswell Historical Society	3,000	3,000		3,000
6000-6210	Pejepscot Historical Society	500	500		500
6000-6220	Memorial Observances	1,600	1,600		1,600
6000-6300	Harpswell Community Broadcasting	55,000	63,750	15.91%	63,750
6000-6305	Bailey Island Library Hall	2,403	2,411	0.33%	2,411
6000-6315	Five Rivers Arts Alliance	500	500		500
6000-6340	Ash Point Community Library	1,500	1,500		1,500
6000	Harpswell Neck Physical Ed		800		800
6000	Harpswell Business Association		3,000		3,000
6420	Recreation Department	26,975	27,954	3.63%	27,957
6430-99	Recreation Programs	10,850	11,350	4.61%	11,350
		<b>253,032</b>	<b>271,369</b>	7.25%	<b>196,272</b>

considering

Request due

**Debt Service**

7000		<b>395,000</b>	<b>505,000</b>	27.85%	<b>505,000</b>
1650-1080	PEG equipment protection plan	6,400	6,400		6,400
1650-1075	Flood map review	0	5,000		5,000
1650-1090	Self Insurance	0	2,500		2,500
1650-1065	Conservation studies Fund	0	5,000		5,000
1650-NEW	Harp Community School playground	0	5,000		5,000
1650-NEW	Wage/Salary Study-consultant	0	12,000		12,000

There was a lengthy discussion regarding Harpswell Community Broadcast Corporation (HCBC). Chairman Multer stated by HCBC requesting more operating funds and using more of its bottle revenue for the transmitter fund that it is not following through with raising all the funds itself for the transmitter as previously stated. Donna Frisoli, Station Manager, disagreed with the statement. The Board did not make a decision regarding this budget item.

**Adjournment:** At 9:30 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer  
Deputy Town Administrator