

Selectmen's Meeting Minutes
January 17, 2020
Harpswell Town Office
Approved February 6, 2020

This workshop and regular meeting was originally scheduled for January 16 at 5:30pm and 6:00pm and were rescheduled due to the weather.

At 2:30pm, the Board held a workshop regarding the Mitchell Field administrative building.

Call to Order and Pledge of Allegiance: The meeting was called to order at 3:00 p.m.

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

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

1. Adoption of the Agenda: The agenda was amended by adding Accept Donation as 7a. and Letter of Support as 7b.

2. Public Comment: None.

3. Selectmen's Announcements: Chairman Johnson stated the Board was approached by a Harpswell resident to fund renovations to the Mitchell Field administrative building. As the Board knows more detail, it will be passed on to the public.

4. Town Administrator's Report: None.

5. Consent Agenda: 1. Approval of the Minutes; 2. Adopt IRS 2020 Mileage Reimbursement Rate; 3. Committee Appointments; 4. Authorization of the Warrants: Selectman Chipman moved, seconded by Selectman Covey to approve the consent agenda [January 9 minutes; .575 mileage rate; appoint Frank Holdgate as a full member and Ned Perry as an Associate to the Town Lands Committee; approve warrant #3 in the amount of \$31,662.41 and payroll warrant #2 in the amount of \$17,893.65]; motion passed 3-0.

6. 2019 Carryover List: The proposed carryover list was reviewed. Selectman Chipman moved, seconded by Selectman Covey to approve the list (attached); motion passed 3-0.

7. Consider Sole Sourcing for a New Primary Copier: Administrator Eiane stated the Town's main copier is not functioning properly and due to its age, parts are not readily available. The Town has had a long-standing relationship with BEU which provided a price for a new copier. Staff called other companies and the prices were higher than BEU's quote. Staff recommends the Board sole source with BEU for the unit. Selectman Chipman moved, seconded by Selectman Covey to sole source and purchase the copier [\$8,560]; motion passed 3-0.

7a. Accept Donation: Selectman Chipman moved, seconded by Selectman Covey to accept a donation from Bowdoin College in the amount of \$9,500; motion passed 3-0. Administrator Eiane indicated Bowdoin College is willing to discuss increasing its voluntary donation for 2020.

7b. Letter of Support: Administrator Eiane stated the Merriconeag Grange is applying for a grant to the Maine Bicentennial Commission to archive recordings of the past and future and has asked for a letter of support. Selectman Covey moved, seconded by Selectman Chipman to sign the letter of support; motion passed 3-0.

8. 2020 Budget Review: The Board reviewed the following budgets:

3100 Sheriff's contracts	\$424,836	3110 Marine contract	\$219,464	3115 conservation	\$10,000
3200 Cundy's Hrbr Fire	\$70,000	3210 OBI Fire Dept	\$75,000	3220 Harpswell Neck	\$60,000
3230 Dept of Safety	\$186,086	3350 Advance Life	\$290,773	3400 Harbormaster	\$98,007

3500 Animal Ctrl	\$29,173	3600 Street lights	\$27,000	5200 General Asst	\$15,000
5300 Social Services	\$21,380	5400 Health/wellness	\$20,000	6000 Cultural	\$294,549
6420 Recreation Dept	\$64,208	6410-99 Rec programs	\$13,800	7000 Debt service	\$345,000
9200 Capital reserves	\$852,500	9400 Mitchell Field	\$18,700		

The Board re-opened item 6. Selectman Chipman moved, seconded by Selectman Covey to add the home repairs \$5,000 funds to the carryover list; motion passed 3-0.

9. Public Comment: None.

10. Other Business: None.

11. Administrative Matters: The emergency management training session has been rescheduled for February 10 at 1:30pm.

12. Adjournment: At 3:44 p.m. the meeting was adjourned without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Enclosure: 2019 Carryover List