

Selectmen's Meeting
Minutes of January 18, 2018
Harpswell Town Office
Approved January 25, 2018

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

Others Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator, Marguerite Kelly, Treasurer and Mark Eyerman, Planner
The Chair opened the meeting with the Pledge of Allegiance at 6pm.

1. Adoption of the Agenda: Chairman Daniel moved to adopt the agenda; it was seconded by Selectman Chipman and passed 3-0. Chairman Daniel also announced that the meeting would have to conclude around 7:30pm as he had another obligation.

2. Recognition of Emergency Management Agent's Service: On behalf of the Board and of the Town, Chairman Daniel expressed his appreciation to Robert McAleer for his 3.5 years of service as the Town's Emergency Management Agent. Harpswell had the benefit of having a very well-qualified EMA since Mr. McAleer had been the State Director of the Maine Emergency Management Agency before his long and distinguished career in the U.S. military. Mr. McAleer expressed his appreciation and support for all of the volunteer responders in Harpswell who step up during times of emergency and disaster to help their community.

3. Public Comment: Dorothy Rosenberg indicated she wished to comment on item 8. She was asked to wait until that item was being discussed.

4. Selectmen's Announcements: None.

5. Town Administrator's Report: Town Administrator Kristi Eiane reported that the pier demolition project was progressing, and that there were three relatively minor issues that had arisen: (1) the fabric on the fencing around the construction zone was not holding up, and in fact was causing some of the fencing to be pulled down. The contractor indicated it would cost \$3,000 to remove the fabric, fix the fencing, and possibly re-erect the fabric in the spring; (2) exploration of a water problem near the culvert that was put in at the entrance to the new access road—the exploration will cost \$1,800 with a drainage solution yet to be determined; and (3) a proposed new culvert near the laydown area to help with the excessive water in that vicinity for a cost of under \$4,000. Board members indicated they would like to see if the engineer could shoulder some of the cost of the fabric/fencing issue, and that they would take up the proposed new culvert at the next meeting. The Board had no objection to the exploration issue.

6. Consent Agenda: Selectman Chipman noted that the minutes of January 11 need correction to show that the Board of Selectmen voted to approve the submittal of the Common Good Garden Grant to Bowdoin College. Selectman Chipman also thanked Nate Wildes for his participation on the Mitchell Field Committee and moved approval of the consent agenda [minutes of January 11 as corrected; resignation of Nate Wildes; warrant # 3 in the amount of \$52,338.11; warrant #3a in the amount of \$23,983.57; and payroll warrant # 2 in the amount of

\$16,102.32] to include accepting Mr. Wildes' resignation with regret; it was seconded by Chairman Daniel and passed 3-0.

7. Treasurer's Update: Treasurer Marguerite Kelly reviewed the status of the bond issue for the pier demolition project with the Board. She and the administrative staff were recommending that the Town issue bonds in the amount of \$3.5 million. The Board concurred with that recommendation. In terms of the project's progress, Project Manager Mark Eyerman informed the Board that a bathymetric study has been completed showing what's below the surface and a barge and crane were expected to arrive at the site tomorrow with demolition work beginning as soon as next week. The Treasurer indicated there is an outstanding item regarding whether the first interest payment of the bond might be included in the 2018 budget, noting that initially the Town did not expect to see an impact until 2019.

8. Request for Qualifications for Water Tower Interest: The Town Administrator explained that staff had worked on drafting an RFQ for the Board to consider as a next step in the process of seeking interested parties to take responsibility for managing and rehabilitating the water tower—a recommendation from the Water Tower Task Force. The intent was to seek interest and information from both for-profit and nonprofit entities in time for consideration by the Board of Selectmen and Town Meeting voters. It was explained that while the staff had spoken with the Town's Attorney, the Town had not yet received written comments from legal counsel. Dorothy Rosenberg, a member of the Water Tower Task Force, expressed concerns about the Town moving forward at this time, noting she felt it was premature to send out a request and that the deadline for responding was too short given the information being requested. She cited a number of concerns she had with the proposed document. Robert McIntyre also expressed concerns, particularly about the requirement for \$1 million of general liability insurance. The Board agreed to hold a workshop on Tuesday, January 23, 5pm, for further discussion of this matter, including taking into consideration comments from legal counsel.

9. Neal Favreau Wharf Application, Tax Map 30, Lot 1, 25 Johnson Point Road, Orr's Island: The application proposed the construction of a 4' x 8' pressure treated wood access platform; 4' x 12' access stairs; 6' x 90' pressure treated wood or aluminum pier with batter pilings and access stairs to the beach; 3' x 45' aluminum ramp, 12' x 20' pressure treated wood float; and a 10' x 40' float haulout. Chairman Daniel moved to approve the application given that there was no injury to the rights of others and no interference with navigation contingent upon concurrence by the Harbormaster; it was seconded by Selectman Chipman and passed 3-0.

10. Harpswell Home Heating Assistance Program Modifications: Selectman Johnson was interested in further streamlining the application for the heating assistance program. He no longer would like the Town to request information about available income in checking or savings, information about employment, and would like to have the Board consider doing away with any income guidelines. The Board agreed to come back to this issue in two weeks to discuss making changes to the Program Guidelines and to the application.

11. Request to Discharge An Unpaid Personal Property Tax: Pursuant to 36 MRS § 760-A, Tax Collector Jill Caldwell asked the Board to discharge the amount of tax to be collected from a former business named Earthworks Landscaping (\$134.78 from 2015). She has made multiple

attempts to find the responsible party, who no longer lives in Harpswell. Selectman Chipman moved to approve the discharge as requested by the Tax Collector; it was seconded by Selectman Johnson and passed 3-0.

12. 2018 Budget Review: To occur at the February 1 meeting

13. Public Comment: None

14. Other Business: Deputy Town Administrator Terri Sawyer explained that the Town has grant funding to perform work at the Pott's Point Town Landing. The next step in this project is to have some design work performed for improvements to the boat launch. Staff has reached out to find interested marine consultants and engineers, but the recommended entity by many is Baker Design Consultant, who is already familiar with this project. Therefore, the staff is asking the Board to consider sole sourcing with Baker Design Consultants for engineering and design work to cost in the range of \$6,000 to \$8,000. Chairman Daniel moved to approve sole sourcing as outlined; it was seconded by Selectman Chipman and passed 3-0.

15. Administrative Matters: None

16. Adjournment: The meeting adjourned by unanimous consent at approximately 7:40pm.

Respectfully submitted,

Kristi K. Eiane, Town Administrator