

Selectmen's Meeting Minutes
January 22, 2015
Harpswell Town Office
Approved on February 5, 2015

At 5:20pm, Chairman Daniel moved, seconded by Selectman Multer to enter executive session pursuant to 1MRSA § 405(6) (c) and (e) to consult with the Town attorney; motion passed 3-0. The Board returned to open session at 6:10pm.

Call to Order and Pledge of Allegiance: The meeting was called to order at 6:15 p.m.

Selectmen Present: Richard A. Daniel, Elinor Multer and Kevin E. Johnson

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; and Carol Eyerman, Planner

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

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Multer to adopt the agenda as amended by adding Reclassification of Taxes Receivable and moving item 14 to 11.5; motion passed 3-0.

2. Public Comment: None.

3. Town Administrator's Report: Administrator Eiane reported regretfully that Carol Eyerman, Planner, is leaving the Town of Harpswell for a position in Topsham. She has been a valued staff member for seven plus years.

4. Selectmen's Announcements: None.

5. Consent Agenda: Chairman Daniel moved, seconded by Selectman Multer to approve the consent agenda [appointment of Paul Ciesielsk to the Conservation Commission as an associate with a term of January 22, 2015 to April 30, 2015; and warrant #4 in the amount of \$665,860.80 and payroll warrant #4 in the amount of \$14,423.34]; motion passed 3-0.

6. Consider Community Development Block Grant Applications (CDBG): Carol Eyerman, Planner, announced there are three scheduled workshops at different locations on January 26, 27 and 28 at 6:30pm regarding the Mitchell Field pier and boat ramp. She announced there will be a Harpswell Business Association meeting at the Town Office on March 12 at 7:00pm followed by a workshop on how to build and improve websites for businesses. Ms. Eyerman stated the Planning Board held a public hearing last night on ordinance amendments and there is another one scheduled for February 4.

Ms. Eyerman stated there are three CDBG applications for the Board's consideration – one for improvements to the Bailey Island Library Hall; one to continue the backpack program at Harpswell Community School; and one for a consultant to assist with updating the Comprehensive Plan. Ms. Eyerman stated just before the meeting, she received an email from a Bailey Island Library Hall representative asking to pull the application as they do not have final estimates yet. Ms. Eyerman suggested the application could still be submitted while the final estimates are worked on. Ms. Eyerman stated the Comprehensive Plan Implementation Committee may consider pulling the comprehensive plan consultant application and that the Committee needs to meet to discuss it. In the meantime, the application could be submitted and pulled later. Selectman Johnson stated a committee member called him and suggested waiting a year to update the plan. Chairman Daniel agreed that in light of Ms. Eyerman leaving, a new planner may suggest another approach for proceeding. Chairman Daniel moved, seconded by Selectman Johnson to approve the submission of all three applications; motion passed 3-0.

7. John and Anna Poulin Wharf Application, 107 Sunset Cove Road, Map 12, Lot 56: Joe Leblanc, owner representative, stated the shore is currently accessed via a goat path and rope down a 22-foot high rock wall. The proposal is to make a safe access with a 4'x8' access platform; 4'x14' access stairs; 6'x6' access platform; 3'x18' aluminum stairs; aluminum 3'x36' ramp; 10'x14' PT wood float and 10'x4'x14' flip-up float storage frame. Chairman Daniel moved, seconded by Selectman Multer to approve the application as the Harbormaster indicates there is no hazard to navigation or injury to the rights of others; motion passed 3-0.

8. Consider Request from Jeff and Jean Hathaway for an Easement: Jean Hathaway stated they are seeking an easement from the Town to cross over a narrow area on Town property to their property. Jeff Hathaway stating they are hoping to sell the house and the bank is requiring a formal easement. The area has been used as a driveway access for over 30 years. Chairman Daniel noted the 10'x30' access leads to a 20-foot right of way and asked if others use it. Yes, the Eljiah Kellogg Church and Joe Andrew, who is also giving the Hathaways a formal easement on the right-of-way, use it. Administrator Eiane stated if the Board approves the request, a Town Meeting vote is required and that the Hathaways' attorney should draft the easement with the Town attorney reviewing it. The Town's attorney suggested the Hathaways reimburse the Town for the legal review. Selectman Multer moved, seconded by Selectman Johnson to place this on the warrant pending approval by the Town attorney and to require the Hathaways reimburse the Town's legal expenses; motion passed 3-0.

9. Consider Draft Warrant Article Re: Cedar Beach/Cedar Island Supporters (CBCIS): Chairman Daniel stated the CBCIS asked the Board to bring a warrant article to Town Meeting for \$110,000 towards their efforts. The Selectmen worked with the Town Attorney and believe they have an agreeable warrant article. Bob Jackson, CBCIS Treasurer, stated he appreciates a vote on this issue and that it has been a long process with some successes. Chairman Daniel read the proposed article. Martin Eisenstein, CBCIS co-founder, stated this is a great moment for the Board of Selectmen and CBCIS to stand shoulder to shoulder. There are a lot of members who look forward to a favorable vote at Town Meeting. Tom Brudzinski stated this is heartening and thanked the Board. Chairman Daniel moved, seconded by Selectman Multer to approve the article for the Town Meeting warrant; motion passed 3-0. Selectman Multer stated CBCIS is an example of an entity putting its money where its mouth is.

10. Consider Placing Vehicle for Public Bid: Deputy Administrator Sawyer stated as part of the contracts with Cumberland County, the Town purchases the law enforcement vehicles and upon the end of the County's use, the vehicles are returned to the Town. A 2009 Police Interceptor Crown Victoria has been returned with 161,963 miles. Based on NADA.com, the vehicle's price for a rough trade-in is \$755, average trade in \$1,730, clean trade in \$2,530 and clean retail \$4,855. The Board discussed whether there should be a minimum bid. Chairman Daniel moved, seconded by Selectman Multer to place the vehicle for sale with a minimum bid of \$2,500; motion passed 3-0.

11. 2015 Budget Review

- **Comprehensive Plan Assistance:** This item was tabled to hear back from the Committee.
- **Orr's Island Library:** Selectman Multer stated the Budget Advisory Committee did not provide a real reason as to why the Library's request of \$15,000 was cut to \$13,000. She stated some of the Committee's comments were that the Library has a solid financial position and that there were two Library activities a member did not approve of. The Committee's vote was split. Selectman Multer suggested the original \$15,000 should be reinstated and then guidelines should be developed regarding the reserves of entities the Town gives significant funds to. Chairman Daniel stated based on apparent confusion at the Committee's level, he could agree to a total of \$14,000 only, as the need is not there for more. Selectman Johnson stated he prefers to proceed with the Budget Advisory's Committee recommendation. Selectman Johnson moved, seconded by Chairman Daniel to approve \$13,000; motion passed 2-1 (Selectman Multer opposed).

- **Transfer Station:** Administrator Eiane stated the Manager reviewed the proposed 2015 budget and decided to keep it at \$51,053. The Board was in consensus.

Administrator Eiane suggested reducing the general government budget by \$2,000 in the audit line given the Town has new auditors at a lower cost. The Board agreed.

- **Revenue Sources:** Administrator Eiane stated with the recent preparation of the 2014 financial statements, it became clear that the full \$392,000 will not be available in unassigned fund balance to use to reduce the tax commitment. Staff is looking at the possibility of adjusting other revenues and this will come back to the Board.

12. Review Draft Format of 2015 Warrant: Administrator Eiane stated this is the Board's warrant and she drafted it in the same format as last year. She asked the Board where new articles should be placed such as the Cedar Beach/Cedar Island Supporters appropriation, comprehensive plan assistance, public transportation, water tower, purchase and sale of West Harpswell School and the lapsing of \$12,500 of committed funds. After discussion, the Board agreed all but the comprehensive plan assistance and lapsing should be placed after the drafted 21-24 articles. The lapsing can be towards the end and plan assistance near planning. Selectman Multer stated she is concerned about the "...authorized to establish the annual payment, at their discretion, but in no case in an amount less than $\frac{3}{4}$ of the amount..." in the elected officials article given that requires paying a Road Commissioner more than the Town may wish to. The Board agreed to stop after "at their discretion" and eliminate the rest of the language.

13. Other Business: None.

14. Public Comment: None.

15. Administrative Matters: Administrator Eiane stated the Road Commissioner wants a workshop with the Board to discuss some changes to the snow plow contract and if the Board considers the changes, perhaps it could consider bidding the contract. The Board had indicated it would sign a one-year contract with Goodall Landscaping but has not yet done so and the Road Commissioner has concerns with proceeding that way. Another meeting would be with Don Spann regarding Mitchell Field business ideas. Administrator Eiane noted someone contacted the Town regarding an interest in establishing an outdoor venue at Mitchell Field and she will be meeting with the interested party. The Board agreed to set aside time on Thursday, January 29 for workshops with the Road Commissioner and with Don Spann. If one of those topics does not work, then schedule a workshop to discuss ideas and visions on how to proceed with filling the upcoming vacancy in planning. Administrator Eiane handed out a list of positions that were not covered by the wage and salary review.

16. Adjournment: At 7:38 p.m. the Chair adjourned the meeting without objection.

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]