

Selectmen's Meeting Minutes
January 25, 2018
Harpswell Town Office
Approved February 15, 2018

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

Selectmen Present: Richard A. Daniel and David I. Chipman

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; Arthur Howe III, Fire Administrator; Marguerite Kelly, Treasurer; and Mark Eyerman, Planner

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Chipman, to approve the January 18 minutes; motion passed 2-0. Chairman Daniel moved, seconded by Selectman Chipman to adopt the agenda as printed; motion passed 2-0.

2. Public Comment: Donna Frisoli, Harpswell Community Broadcast Corporation Manager, stated Selectmen workshops have not been aired and yesterday she aired the Board's workshop regarding the water tower matter. She asked for clarification on the Board's policy. Ms. Frisoli reviewed the Harpswell Neck Library's status and reiterated its interest to use a portion of the administration building at Mitchell Field. Selectman Chipman stated it is no secret he is part of the Library and he wants to revisit the matter. Chairman Daniel stated he was unaware of the policy regarding workshops but he knew the Water Tower Task Force had wanted to tape each meeting and he understood the workshop to be an extension of that.

3. Selectmen's Announcements: None.

4. Town Administrator's Report: Administrator Eiane deferred her report to Arthur Howe, III, Fire Administrator. Mr. Howe stated he is prepared to announce four candidates for the Town's firefighter positions who have passed the enhanced background check and medical check – Brian Burgess, Bill Cusick, Sean Hall and Muriel Longley. Ms. Longley was in attendance and recognized. Chairman Daniel moved, seconded by Selectman Chipman to hire the four persons; motion passed 2-0. Mr. Howe stated they will be fit for firefighter gear which will take 8-10 weeks for delivery and there will be an orientation.

Mark Eyerman, Planner, stated he is providing regular updates regarding the pier demolition project on the website and there is a link on the homepage to the updates that he hopes everyone will follow. Mr. Eyerman reviewed the most recent activities (see attached report).

5. Community Development Block Grant Applications: Mr. Howe reviewed the two proposed applications – one for a smoke and carbon monoxide detector program and one for a generator program. The detector program proposes to use grant funds to purchase the equipment, and house identification numbers, all to be installed by the firefighters. The generator program would focus on households that qualify based on income but also would be prioritized based on the household's need for electricity for medical purposes. The federal standards require the generators to be permanently installed and not portable. Selectman Chipman asked if that requirement would trigger a requirement such as the generator being returned to the Town; staff responded no. Chairman Daniel asked whether the generators would be sized differently; staff responded no they would all be the same and sized to run basic medical necessities, water and heat. Chairman Daniel moved, seconded by Selectman Chipman to approve submitting both applications; motion passed 2-0.

6. Harpswell Community Garden Grant Request to Harpswell Heritage Land Trust: Jane Covey, Garden Committee representative, provided a history of the Garden including the funding sources. The Garden has generated fresh food that was donated to the Town's food mobile and to Midcoast Hunger Prevention. This year's request is for operating expenses and completing the water irrigation system. Selectman Chipman moved, seconded by Chairman Daniel to approve submission of the grant request; motion passed 2-0. The Board also

previously approved submission of a grant to Bowdoin College for this purpose, and volunteer donations are anticipated to help complete this irrigation project.

7. Mitchell Field Pier Demolition Project Change Order(s) and Payment Requisition: Chairman Daniel stated the Board previously heard the details of possible change orders and tonight's is for \$3,740 to install a culvert in the access road. Chairman Daniel moved, seconded by Selectman Chipman to approve said change order and a payment requisition (warrant #7) in the amount of \$63,971.10; motion passed 2-0.

8. Request for Expression of Interest and Proposals for Water Tower: Administrator Eiane explained this item is back before the Board based on a discussion at last week's meeting and a workshop held this past Tuesday. She thanked Mark Eyeran and Marguerite Kelly for their help in trying to incorporate the changes discussed into the request for expression of interest and proposals. Chairman Daniel asked if the Town Attorney has gotten back to the Town about the liability insurance value; Administrator Eiane responded not since the original recommendation of requiring one million dollars. Administrator Eiane pointed out the new language on page 6 that allows the Town to consider proposals that do not conform to the requirements laid out in the document. Selectman Chipman stated he wants to attract some entity by Town Meeting. Chairman Daniel moved, seconded by Selectman Chipman to adopt the January 4 revised draft of the Request for Expression of Interest and/or Proposals (REIP). Robert McIntyre stated the Friends of Mitchell Field's vision is to focus on the water tower first and later on all of Mitchell Field. He expressed concern about a number of areas in the REIP. Chairman Daniel expressed hope that cell phone coverage will be addressed by whatever group that may oversee the tower. The Board discussed the "repairs to the tower" section and agreed to exclude painting in (c) and change the wording to complete all repairs to structure except for recoating. Chairman Daniel amended his motion to include said changes and Selectman Chipman amended his second; motion passed 2-0. It was agreed to send the REIP out as quickly as possible. Chairman Daniel moved, seconded by Selectman Chipman to dissolve the Water Tower Task Force; motion passed 2-0.

9. Consider Additional Request for Phase I Flood Map Revisions: Administrator Eiane stated the Town's consultant from Ransom Environmental, Nathan Dill, sent an email requesting approval for an additional \$1,500 to have the most recent high tide storm (named Grayson) data included in the Phase I appeal. She noted that six other communities (Portland, Kittery, Old Orchard, Kennebunkport, Biddeford and Wells) have joined which reduces the Town's original commitment of \$42,000. Selectman Chipman moved, seconded by Chairman Daniel to approve the additional funding; motion passed 2-0. Chairman Daniel asked if County Commissioner Gordon has followed up on whether the County would follow this matter; Administrator Eiane will check.

10. Authorization of the Warrants: Chairman Daniel moved, seconded by Selectman Chipman to approve warrant #4 in the amount of \$104,229.27 and payroll warrant #3 in the amount of \$20,785.27; motion passed 2-0.

11. Public Comment: None.

12. Other Business: None.

13. Administrative Matters: None.

14. Adjournment: At 7:12 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Attachments: Pier Demolition progress report