

**Harpswell Board of Selectmen  
Meeting Minutes  
Thursday January 29, 2026  
Harpswell Town Office  
APPROVED 2-5-26**

This meeting was held in the Select Board Meeting room at the Town Office and was available remotely by Zoom. Instructions were included on the published agenda and on the Town's website. Links to a video recording of the meeting are also available on the Town's website.

**Selectmen Present:** Chairman Kevin E. Johnson; Selectman David I. Chipman; Selectman Matthew Gilley

**Staff Present:** Kristi Eiane, Town Administrator; Terri Gaudet, Treasurer & Deputy Town Administrator; Margaret McIntire, Town Planner.

**Call to Order and Pledge of Allegiance:** Meeting was called to order at 6:00 PM.

1. **Adoption of the Agenda:** The agenda was adopted with no changes.
2. **Public Comment:** Don Miskill, Mitchell Field Steward, provided an update on the progress of the two active projects at MF. The boat launch parking area is fully prepped and ready for completion in the spring. The boat launch ramp foundation work is completed and the contractor is looking to place concrete planks prior to the spring. The cold weather is delaying this step.

Lakeside Concrete Cutting has removed all but the foundation walls at the site of the old Administrative Building, but is now held up by the weather. This will require that their contract be extended for another month and that Mitchell Field remain closed to traffic. The Select Board unanimously approved the extension of the contract through February, as well as the property closure to vehicle traffic.

Margaret McIntire, Town Planner, announced that the State has indicated that the Town's Comprehensive Plan was complete and consistent with the State's Growth Management Act. The Plan would be good for 12 years. The Select Board members congratulated the Town Planner and the entire Comprehensive Plan Task Force.

The Town Planner indicated that the Task Force met the previous week to consider some minor changes in wording. The Committee plans to hold two public meetings in February to finalize these amendments. The Plan can then go to a final vote at Town Meeting in March.

3. **Select Board's Announcements:** Chairman Johnson reported he attended the first meeting with Wright Ryan & Port City Architecture regarding the Emergency Service Building project. The meeting went well and the project is scheduled for a September ground-breaking.
4. **Town Administrator's Report: Kristi Eiane, Town Administrator, reported on the following:**
  - **Alternate CEO:** Reported that Alternate CEO, Anthony Simmons, had completed state certifications in Legal Issues, Land Use Planning, Residential Building and Shoreland Zoning – as requested at the time of his hire. The Town Administrator requested the Select Board approve an increase in his wages by \$2.75/hour, retroactive to January 1. The Select Board unanimously approved.
  - **Wage/Salary/Compensation Study:** Indicated that the final study comparing existing wage, salary and benefit packages of Harpswell Town employees with surrounding municipalities is due shortly. It appears to indicate that the Town is falling below its peers in the current labor market.

- 5. Emergency Services Vehicle Specifications – Cundy’s Harbor Squad Vehicle:** Ben Wallace, Chief of OBIFD & Cundy’s Harbor FD, asked the Select Board for authorization to finalize a contract for a new squad fire truck for \$361,925. The authority to sole source the vehicle with Bulldog had been previously granted by the Select Board and the final, negotiated cost was less than the figure originally anticipated. The Fire Chief also asked the Select Board for permission to strip out the radio (and its installation) out of the quote, preferring to source this for \$2,162.53 from the department’s radio vendor. The Select Board unanimously authorized the contract and radio purchase, allowing the Town Administrator to sign all necessary documents; with the funds to be taken from the Town’s Emergency Vehicle account.
- 6. 2026 Budget Review:** Administrator Eiane reviewed the 2026 budget with the Select Board from Department 3200 through department 9400. (see attached)
- 7. Authorization of the Warrants:** The Select Board unanimously authorized payables Warrant 5 totaling \$160,180.53 and payroll warrant PR4 totaling \$32,826.47.
- 8. Public Comment:** None.
- 9. Other Business:** Terri Gaudet, Town Treasurer, asked the Select Board to authorize her to submit a final application to the Maine Municipal Bond Bank for the funds required for the Emergency Services Building project; application due February 4. The Select Board unanimously approved.
- 10. Adjournment:** Meeting was adjourned at 7:10 PM.

Respectfully Submitted,

Brian Hubbard  
Recording Secretary

Attachments: None

[Attachments are available at the Town Clerk’s Office or by email at [harpowell@town.harpowell.me.us](mailto:harpowell@town.harpowell.me.us)]