

Selectmen's Meeting Minutes
February 3, 2022
Harpswell Town Office

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

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

Staff Present: Kristi Eiane, Town Administrator and William Wells, Code Officer.

1. **Adoption of the Agenda:** The agenda was accepted with the addition of Town Meeting to other business.
2. **Public Comment: None**
3. **Selectmen's Announcements: None**
4. **Town Administrator's Report:** Administrator Eiane reminded the public that in the event of a winter storm that people should check the Town's answering machine and website before heading out to verify that the Office or Recycling Center are open. She also reminded folks that the Town is inviting public comment on how to spend the American Rescue Plan Act funds, the public can go to the Town's website to learn more.
5. **Authorization of the Warrants.** Selectman Chipman moved, seconded by Selectman Covey to authorize the warrants. [Warrant #5 in the amount of \$176,846.15, Warrant #5a in the amount of \$3,000.00, and payroll warrant #4 in the amount of \$20,448.09] Motion passed 3-0.
6. **Mario Baldi and Marceline Saibou Wharf Application Map 63 Lot 33, 5 Leavitt Island:** Bill Wells, Code Enforcement Officer, reported that the application included a dock and a seasonal ramp and float. The abutter has provided a notarized statement granting permission to place the dock closer than is allowed. Selectman Johnson moved seconded by Selectman Covey to approve the application as the Harbormaster indicates there is no hazard to navigation and no injury to the rights of others in relation to fishing, fowling or navigating. Motion passed 3-0.
7. **Process for appointing MSAD 75 Representative:** The Board concurred that the process to fill the seat vacated by Allison Hawkes would be as follows: 1) Seek interest. There will be a 3-week period where interested parties can apply through the Town website or at the Town Office. 2) Interviews. There will be a 2-week period where interviews will be conducted in Executive Session. 3) Appointment. The Select Bboard will make the appointment on March 17, 2022 at the Select Board Meeting.
8. **Budget Advisory Committee Summary of 2022 Proposed Budget:** Al Legrow, Chair of the Budget Advisory Committee, reported that the Committee met seven times, and the budget being forwarded to the Selectboard included a 3% raise for staff, funding for capital programs, funding for floodplain analysis and resource protection and was LD1 compliant. The LDI target presented to the Committee was \$6,350,000, and Mr. Legrow reports that the budget meets this target, while maintaining Town programs. He also asked the Board to consider some areas that may need to be addressed in future budgets. The cost of sea level rise and the impact on Town roads. The increasing costs of recycling. The cost of an aging populations' impact on fire and rescue. The cost of maintaining the cemeteries and insuring equitable maintenance. Finally the increasing costs related to Curtis Memorial Library. Mr. Legrow thanked the Committee and Town staff.

9. **Budget 2022 Review:**
- **Orr’s Island Cemetery Request:** The Board concurred that they would defer this request for a year and do a comprehensive assessment of all the cemeteries.
 - **Use of Land Acquisition and Improvement Fund:** Administrator Eiane suggested the Board ask the voters to consider using \$45,000 of fund balance for paint, clapboards and oiling the roof of the Old Town House and for repairs on the cemetery at the Town House. The Board concurred.
 - **Use of Fund Balance:** Administrator Eiane reported that the Town had a \$4,000,000 unassigned fund balance, and that staff would like the Board to consider asking the voters to use \$500,000 to reduce the tax commitment, \$200,000 for Capital Roads such as completing Basin Point Road, and \$200,000 for the next phase of the project at the Recycling Center. The Board concurred.
 - **American Rescue Plan Act Funds:** Administrator Eiane again reminded the public that the Town was seeking input into the use of the ARPA funds. She laid out some of the recommendations from staff, including funds for the Comprehensive Plan, affordable house analysis, broadband analysis, emergency communications, the town’s website, and ventilation in the Town Offices.
10. **Proposed Street Light Removals and additions:** The Board concurred that the list of additions and removals provided by Selectman Chipman met the street light policy and that colored notices would be placed on poles where changes will be occurring with the installation of the new LED street lights.
11. **Public Comment:** None
12. **Other Business:** The Board concurred that due to high Covid rates that the in-person Town meeting will be held by secret ballot with a proposed date of April 23, 2022. The Board also concurred that it would add a discussion of goals for 2022 to the agenda at some point after the review of the warrants for the secret ballot.
13. **Adjournment:** The meeting was adjourned at 7:11 pm without objection.

Respectfully Submitted,

Ronda Peek
Recording Secretary