

Selectmen's Meeting Minutes
Thursday March 11, 2021
Approved March 18, 2021
Approved revision March 25, 2021
Harpswell Town Office
Via Zoom

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

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

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator and Treasurer; Chuck Perow, Recycling Center and Transfer Station Manager;

Others Present: Will Haskell, PE from Gorrill Palmer; Forrest Mason, Chair of the Harbor and Waterfront Committee; Tim Forrester, Atlantic Environmental LLC.

Members of the Board, staff and presenters were participating by Zoom. The meeting was also being broadcast live on Harpswell Community Television and live streamed. The Chair read aloud the procedure for how members of the public could participate; such instructions were also included on the published agenda and on the website.

1. **Adoption of the Agenda:** The agenda was accepted as written.
2. **Public Comment:** None.
3. **Selectmen's Announcements:** Selectman Chipman has been in touch with the Governor's office and Representative McCreight regarding the LD 101 legislation. Selectman Chipman also read the Fifth Amendment to the Constitution.
4. **Town Administrator's Report:** Administrator Eiane reminded residents that they can vote in the race for Selectman and School Board Member on Friday March 13, 2021 at Harpswell Community School from 9am to 5pm. Residents can register to vote at the polls.
 - **Recycling Center Part-Time Position:** The Town plans to advertise and interview for a seasonal full time employee for the Recycling Center and Transfer Station.

Administrator Eiane also reported that a local resident, Deane Van Dusen, has offered to apply a pesticide for control of brown-tail and winter moths to the oak trees in the Town cemetery. The pesticide meets Town ordinance requirements to be applied in that specific area of Town. The Board approved the purchase and application of the pesticide.

5. **Consent Agenda: 1. Approval of the Minutes; 2. Tax Abatement; 3. Committee Appointment; 4. Authorization of the Warrants.** Selectman Chipman moved, seconded by Selectwoman Covey, to accept the consent agenda [03/04/21 minutes; abated \$53,400 in assessed value on Jon M Rogers property, Map 22, Lot 26; appointed

Bobbie Newburg to the Conservation Commission; approved warrant #11 in the amount of \$33,384.57 and payroll warrant #10 \$19,750.23]. Motion passed, 3-0.

- 6. Request for Proposals for Recycling Center Phase 1:** Will Haskell, Gorrill Palmer engineer, and Chuck Perow, Recycling Center manager, reviewed the proposed Recycling Center phase I project plans for the replacement of the compactors and site work. The bids are due April 8, 2021 and an ad will be placed in the Times Record and on the Town's website. The Town is borrowing \$450,000 from the Maine Municipal Bond Bank for phase I. Mr. Perow stated there are very few companies that design and build compactor systems and the closest is Atlantic Recycling. Atlantic Recycling is the company that designed the original system and has maintained it with a high level of customer service. Mr. Perow recommended the Board sole source with Atlantic Recycling for the hoppers and compactors part of the project. Selectman Chipman moved, seconded by Selectman Covey to sole source with Atlantic Recycling; motion passed 3-0. Selectman Chipman moved, seconded by Selectwoman Covey, to put out a request for proposals for the project [excluding the hoppers and compactors portion]. Motion passed, 3-0.
- 7. Proposed Harbor and Waterfront Ordinance Amendments:** Forrest Mason, Chair of the Harbor and Waterfront Committee, reviewed several proposed revisions to the Harpswell Harbor & Waterfront Ordinance to primarily address concerns about the usage of floats in Harpswell waters. Also included in the revisions is the removal of required Army Corps Permits for Guest and Service Moorings, due to a change in the Federal Review process. The Board was not in favor accepting the proposed ordinance changes, stating that Harpswell waterfronts are working waterfronts where many residents make their living. The Board suggested clarifying the definitions of permitted purposes for the different types of floats.
- 8. Wharf Applications:** Tim Forrester with Atlantic Environmental spoke on behalf of both applicants.

 - **David and Pam Blampied, 42 Elton Farm Road, Harpswell, Map 45 Lot 29:** Forrester described the project as an all-tide dock consisting of a ramp and float. The dock will connect to a rebuilt wharf and will consist of a 3'X40' ramp and a 12'X24' float. Chairman Johnson moved to accept the application as the Harbormaster indicates there is no hazard to navigation, or injury to the rights of others in relation to fishing, fowling or navigation, seconded by Selectman Chipman. Motion passed, 3-0.
 - **Mark and Susan Reynolds, 28 Water Cove Road, Bailey Island, Map 25, Lot 113:** Forrester described the project as a 4'X22' landing, connected to a 4'X12' stairs and a 4'X4' landing. The second landing will connect to 4'X12' access stairs and a 6'X10' crib supported pier. The pier will connect to a 3'X36' seasonal ramp and a 10'X16' float. Chairman Johnson moved to accept the application as the Harbormaster indicates, there is no hazard to navigation, no injury to the rights of others in relation to fishing, fowling or navigation, seconded by Selectman Chipman. Motion passed, 3-0.

- 9. Consider Sponsoring Harpswell Aging at Home Use of Mitchell Field:** Administrator Eiane proposed a co-sponsored event with HAH at Mitchell Field during the summer. The event would follow all CDC COVID-19 guidelines. Selectman Chipman moved, seconded by Selectwoman Covey, to co-sponsor the event. Motion passed, 3-0.
- 10. Request for Proposals for Cundy's Harbor Library Deck and Ramp:** Deputy Town Administrator and Treasurer requested the Board's approval to send out the RFP to replace the deck and ramp. Contractors should expect to begin directly after RA Webber completes the donated excavation work. Selectman Chipman moved, seconded by Selectwoman Covey, to send out the request for bids. Motion passed, 3-0. Selectman Chipman moved, seconded by Selectwoman Covey, to waive any transfer station fees associated with the removal of the existing deck and stairs. Motion passed, 3-0.
- 11. Request for Proposals for Tax Anticipation Note Financing:** Deputy Town Administrator and Treasurer Terri Sawyer requested that the Board authorize the Town to request financial institutions submit bids to provide TAN financing with a maximum note amount not to exceed \$3.4 million. Selectman Chipman moved, seconded by Selectwoman Covey, to authorize the request for proposals. Motion passed, 3-0.
- 12. Draft June 8, 2021 Warrant:** Town Administrator Eiane reviewed the Draft June 8, 2021 Warrant. The Board agreed to add \$100,000 to the budget in the Recycling Center capital account.
- 13. Public Comment**
- 14. Other Business:** Administrator Eiane reminded the Board of a workshop with the communications consultant Monday, March 15, 2021 at 1:00pm.
- 15. Adjournment:** Meeting was adjourned at 7:42pm without objection.

Respectfully Submitted,

Kayla Matthews
Recording Secretary