

Selectmen's Meeting Minutes
March 15, 2017
Harpswell Town Office
Approved April 13, 2017

Call to Order and Pledge of Allegiance: The meeting was called to order at 5:00 p.m.

Selectmen Present: Richard A. Daniel, Kevin E. Johnson and David I. Chipman

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; Marguerite Kelly, Treasurer, and Jim Hays, Harbormaster

Selectman Daniel welcomed David I. Chipman to the Board. Selectman Chipman stated it was good to be here and thanked Ellen Shillinglaw for a good campaign.

- 1. Election of the Chair:** Selectman Johnson nominated Selectman Daniel as Chair, seconded by Selectman Chipman; motion passed 3-0.
- 2. Adoption of the Agenda:** Chairman Daniel moved, seconded by Selectman Chipman, to adopt the agenda as amended by adding: Signing of Cedar Beach Road Agreement, Resignation from Planning Board and Letter of Support for a grant; motion passed 3-0.
- 3. Public Comment:** None.
- 4. Selectmen's Announcements:** None.
- 5. Town Administrator's Report:** Administrator Eiane welcomed Selectman Chipman and offered administrative staff support. Administrator Eiane thanked administrative staff for the preparation work for Town Meeting.
- 6. Consent Agenda:** Chairman Daniel moved, seconded by Selectman Chipman to approve the consent agenda [policy for Treasurer's disbursement warrants for employee wages and benefits; policy on Treasurer's disbursement warrants for State fees; authorization of warrant 11 in the amount of \$751,344.63 and payroll warrant 11 in the amount of \$18,213.00]; motion passed 3-0.
- 6.5. Accept Resignation:** Selectman Chipman stated he is resigning from the Planning Board following legal advice that being a Selectman is incompatible with being on the Planning Board. Chairman Daniel moved, seconded by Selectman Johnson to accept the resignation; motion passed 3-0.
- 7. Request for Proposals for Tax Anticipation Note Financing:** Marguerite Kelly, Treasurer, reviewed the request to send out proposals for tax anticipation note financing for \$3.25 million. Selectman Chipman moved, seconded by Selectman Johnson to approve the request for proposals; motion passed 3-0.
- 8. Application for Permit to Operate on a Posted Way:** Selectman Johnson stated he visited Ocean Street and believes it is in good condition to approve this request. Deputy Administrator Sawyer stated the Road Commissioner conveyed that he thought, given the condition of the road, the type of vehicle with the weight being just over the limit, that the permit could be approved. Deputy Administrator Sawyer noted the applicant will go early morning when it is still cold and leave late in the day; she recommended the Board condition the approval on no more than one trip per day. Selectman Chipman moved, seconded by Selectman Johnson to approve the permit through March 24 with the condition of no more than one trip per day; motion passed 3-0.
- 9. Harbormaster's Resignation:** Selectman Chipman moved, seconded by Chairman Daniel to accept Jim Hays' resignation with thanks. Jim Hays, Harbormaster, stated he meant what he said in his letter about

appreciating the people he has worked with noting it has been a great 12 years. Mr. Hays offered to assist on any projects past May. Motion passed 3-0.

9.5. Letter of Support for Grant Application: Mary Ann Nahf, Chair of Conservation Commission, stated Bowdoin College has requested the Commission send a letter of support for a grant application it is applying for. Ms. Nahf noted Harpswell has benefited by past Bowdoin College grants and expects the relationship and support to continue. Selectman Chipman moved, seconded by Chairman Daniel to authorize the letter; motion passed 3-0.

10. Coastal Humane Society Contract: Selectman Chipman moved, seconded by Selectman Johnson to approve the annual contract with the Coastal Humane Society; motion passed 3-0.

11. State Donation of Obsolete Property Used by Town Clerk's Office: Deputy Administrator Sawyer reported the State has changed some of its voting processes and is no longer supporting specific equipment previously provided to municipalities. Some of the equipment must still be used, so municipalities have to accept all the equipment in order to acquire what it will continue to use. Chairman Daniel moved, seconded by Selectman Chipman to accept the listed equipment; motion passed 3-0.

12. Set Resident and Non-Resident Shellfish Lotteries for March 31: Selectman Chipman moved, seconded by Selectman Johnson to set March 31 at 5:30pm and 6:00pm as the resident and non-resident shellfish lotteries, respectively; motion passed 3-0.

13. Approval of the Minutes: Chairman Daniel moved, seconded by Selectman Johnson to approve the February 10, 16 and 23 minutes; motion passed 2-0 (Selectman Chipman abstained).

14. Committee Appointments: Chairman Daniel stated the Board could appoint an associate as a full member to the Water Tower Task Force but he expressed an interest in joining the Committee as Chair in place of Ellie Multer. Selectman Johnson moved, seconded by Selectman Chipman to appoint Chairman Daniel to the Water Tower Task Force as Chair; motion passed 3-0. Chairman Daniel moved, seconded by Selectman Chipman to appoint Warner Price to the Harbor and Waterfront Committee and as an associate to the Mitchell Field Committee; motion passed 3-0. Selectman Chipman stated the Planning Board needs members. Debora Levensailor, who owns property in Harpswell, but is not a resident has applied. Selectman Chipman moved, seconded by Selectman Johnson to appoint Debora Levensailor as an associate to the Planning Board; motion passed 3-0. Chairman Daniel moved, seconded by Selectman Chipman to appoint Mary Ann Nahf as an alternate to the Marine Resources Committee; motion passed 3-0. Chairman Daniel thanked Ned Simmons for applying to join the Water Tower Task Force.

Chairman Daniel stated the committee-wide meeting has experienced low attendance the last few years. He suggested in place of that, the Chairs (or designee) of the committees could be invited to come to a Board meeting and provide an update of their work to the Board and public. Chairman Daniel moved to proceed as discussed, seconded by Selectman Chipman; motion passed 3-0.

Chairman Daniel stated he attended a recent Town Lands Committee with a number of concerned citizens regarding traffic and parking at the Giant's Stairs. Chairman Daniel suggested the Board hold a workshop with representatives from the Town Lands Committee, Recreation Committee, staff and the Road Commissioner in early April to review the concerns. The Board agreed.

14.5. Execution of the Cedar Beach Road Agreement: Chairman Daniel moved, under direction of Town Meeting, to sign the Cedar Beach Road Agreement. Selectman Chipman asked a few questions and expressed a few concerns. Selectman Johnson stated the Agreement is not perfect but gets us access. Chairman Daniel noted

Cedar Beach/Cedar Island Supporters agreed to put volunteers to work monitoring the use of the road. Motion was seconded by Selectman Chipman and passed 3-0.

15. Public Comment: None.

16. Other Business: The Board agreed to meet next Wednesday at 4:00pm in executive session.

17. Administrative Matters: None.

18. Adjournment: At 5:35 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator