

**Select Board Meeting Minutes
March 30, 2023
Harpswell Town Office
Approved April 13, 2023**

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; Terri Gaudet, Deputy Town Administrator & Treasurer

Members of the Board and staff were participating by Zoom. The meeting was also being broadcast live on Harpswell Community Television, live streamed on Vimeo and the Town's Facebook page. 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 adopted as written.
2. **Public Comment:** None
3. **Selectmen's Announcements:** Selectman Chipman reported that the informal group interested in biking paths met and reviewed tax maps and designed a logo.
4. **Town Administrator's Report: 1) Retirement of Art Howe:** Administrator Eiane reported that Art Howe III would be retiring on July 10, 2023. The Board thanked him and recognized his accomplishments as the Town's Fire Administrator.
5. **Consent Agenda: 1) Appointment of Officials and Committee Members; 2) Authorization of the Warrants;** Selectman Chipman moved, seconded by Selectman Covey to accept the consent agenda. [1) Appointment of Pete Nikitas and John Pearson to Fire and Rescue Planning, Margaret McIntire to Alternate Code Enforcement Officer, and Timothy Clark to Code Enforcement Officer and Licensed Plumbing Inspector. 2) Warrant #13 in the amount of \$185,592.61 and payroll warrant #12 in the amount of \$24,500.99]. Motion passed 3-0.
6. **Closure of Quahog Bay:** Administrator Eiane reported that the Marine Resource Committee was recommending the conservation closure of Quahog Bay, and would like to schedule a public hearing for April 13, 2023 at 6:15 pm. Selectman Covey moved, seconded by Selectman Chipman to set the Public Hearing as requested. Motion passed 3-0.
7. **Recycling Committee Draft Letter Regarding: Maine's Extended Producer Responsibility (EPR) Program:** The Recycling Committee has written a letter regarding the implementation of a new law which will require producers to pay the state a fee for packaging. This fee will be passed on to Municipalities to cover some of the costs of disposing of recycling. Selectman Chipman moved, seconded by Selectman Covey to endorse the letter and to have the Recycling Manager and Committee Chair and Selectboard Members sign it. Motion passed 3-0.

8. **Auditor's Report on 2022 Financials:** Treasurer Gaudet introduced Christina Howe the lead auditor from RHR Smith. Ms. Howe reported that the Town's Financial Statements received an unmodified opinion, meaning they are fairly stated. She reported that they did not find any deficiencies with the Town's cash handling procedures and internal controls. She reviewed revenues, expenditures and fund balances. She reported that the Town's Unassigned Fund Balance was sufficient and met the Town's policy.
9. **Additional Broadband Consulting Services by Casco Bay Advisory:** Administrator Eiane reported that the Energy and Technology Committee, as a result of the Broadband Study, recommends that the Town retain the services of Brian Lippold from Casco Bay Advisors as the Town's representative in obtaining services from companies providing broadband services. Selectman Chipman moved, seconded by Selectman Covey to contract with Casco Bay Advisors for Broadband services on an as needed basis. Motion passed 3-0.
10. **Cumberland County Law Enforcement and Marine Patrol Contracts:** Administrator Eiane reported that Town meeting had approved the budgets for new one-year contracts for Law Enforcement and Marine Patrol. Selectman Chipman moved, seconded by Selectman Covey to approve the contracts. Motion passed 3-0.
11. **Accept Donations:** Selectman Chipman moved, seconded by Selectman Covey to accept the following donations; For Heating Assistance: Sharon and Ken Oehmig \$200, Anonymous \$200, Allan LeGrow \$170, Kennebec Savings Bank \$500, Anonymous \$50, John Flynn \$300, Anonymous \$250, West Harpswell Baptist Church \$1,000, Anonymous \$1,000; For Food Cards: Elijah Kellogg Church \$200; For the Bandstand: Donation Box \$92. Motion passed 3-0.
12. **Public Comment:** None
13. **Other Business:** Treasurer Gaudet, reported that she had received two lease renewals for the Orr's Island Bridge, Jack Dunning and Paul Morgan. Selectman Chipman moved, seconded by Selectman Covey to sign the new leases. Motion passed 3-0.
14. **Adjournment:** The meeting was adjourned at 6:34 pm without objection.

Respectfully Submitted,

Ronda Peek
Recording Secretary