

Selectmen's Meeting Minutes
April 2, 2015
Harpswell Town Office
Approved on April 16, 2015

Call to Order and Pledge of Allegiance: The meeting was called to order at 6:00 p.m.

Selectmen Present: Richard A. Daniel, Elinor Multer and Kevin E. Johnson

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

The meeting was recorded and broadcast live on Harpswell Community Television and streamed.

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Multer to adopt the agenda as printed; motion passed 3-0.

2. Public Comment: None.

3. Town Administrator's Report: Administrator Eiane announced the Town is looking to get the word out about its updated Property Tax Assistance Program. To qualify for the Town's Program, one must file and receive a credit from the State's Property Tax Fairness Credit, part of the income tax filing process. Administrator Eiane encouraged anyone with questions to call the Town. Administrator Eiane reported Drummond Woodsum, Town's legal firm, is offering a training session for either the Board of Selectmen or a joint session for the Planning Board and Board of Appeals. She suggested the joint session and the Board concurred. Administrator Eiane reported staff continues to work on the public transportation route, the Harpswell Connector, and recently the Chair suggested alternating a Harpswell Neck and Islands route. Coastal Trans is checking to make sure the routes will work. The Town is hoping to have this program launched by mid-May and will have it on a future agenda for finalization by the Board. Administrator Eiane reported the Town Attorney is preparing the documents for the April 15 closing for the sale of West Harpswell School. She asked the Board to confirm that the playground equipment is also being transferred; Board agreed. Administrator Eiane stated there is a piece of artwork remaining in the building – a mobile – and she asked if the Board wanted to continue to loan the artwork to Harpswell Coastal Academy. The Board agreed and Selectman Multer suggested loaning it in the future to Harpswell Community School. Administrator Eiane stated she will make arrangements to have the "West Harpswell School" sign removed from the building and for the Recreation Director to remove the Town's recreational items from the building. Administrator Eiane announced there will be a medication collection day at the Town Office on April 25 from 10am – 2pm. Administrator Eiane reported the blizzard at the end of January reached the threshold to be declared a federal emergency disaster, allowing the Town to seek reimbursement for materials used during that storm.

4. Selectmen's Announcements: None.

5. Consent Agenda: Chairman Daniel moved, seconded by Selectman Johnson to approve the consent agenda [approval of the 3/18 minutes; appointment of Jon Rogers to the Harbor and Waterfront Committee; acceptance of \$500 from Maine Coast Heritage Trust; and authorize warrant #15 in the amount of \$116,506.41 and payroll warrant #14 in the amount of \$12,468.24]; motion passed 3-0.

6. Sign Easement from Town to Jeff and Jean Hathaway: Chairman Daniel stated this easement to the Hathaways is for a section of driveway that passes over Town property and has been used for over 20 years. Town Meeting approved an article to authorize this easement. Chairman Daniel moved, seconded by Selectman Multer to sign the easement; motion passed 3-0.

7. Consider Approach for Selection of Boston Post Cane Recipient: Administrator Eiane stated the tradition for the Boston Post Cane has been to award it to the oldest resident. She asked the Selectmen what requirements

they want to consider for determining the recipient such as length of time someone has lived in Town. Administrator Eiane suggested a group such as herself, the Town Clerk, member of the Board of Selectmen and David Hackett, Harpswell Historical Society President, draft a policy for the Board's consideration. Selectman Multer stated she was not in favor of handing out the cane as it used to be an achievement to be the oldest person in Town but now people are living longer. She would be more interested in seeing a list of who has been presented the cane in the past. Selectman Johnson stated he would like the group to look into the matter and make a recommendation. Chairman Daniel agreed noting that he believes receiving the cane was an honor and he likes the tradition. David Mercier stated his grandfather, Bin Doughty, previously received the cane and it represented more than longevity as his grandfather was a fisherman, lived here all his life and helped shape the community. Mr. Mercier encouraged the Board to continue the tradition and recognize the folks that contribute to the Town. David Hackett agreed it is not just about age but about being part of the community. Jim Hays stated his mother-in-law just received the cane in New Gloucester and she was very pleased. Selectman Multer stated if the focus is changed to be more than about age then she would not oppose it. Chairman Daniel moved, seconded by Selectman Johnson to authorize the Town Administrator to form a group to explore drafting a policy; motion passed 3-0.

8. Consider Setting 2016 Commercial Shellfish License Fees: Removed.

11. Consider the 2015 Bandstand Concert Series: Deputy Administrator Sawyer stated the Bandstand Committee has developed the 2015 bandstand concert series, which includes a number of new performers and musical genres. The total series will cost \$5,850, which will leave about \$2,400 in the fund. Chairman Daniel moved, seconded by Selectman Multer to approve the concert series; motion passed 3-0.

13. Consider Authorization for Emergency Lights: David Mercier stated he had a file with these authorization forms signed by the Town Administrator for each member of the Harpswell Neck Fire and Rescue Department who is issued lights. He has misplaced the file and needs to reconstruct it. Selectman Multer made one minor change. Selectman Multer moved, seconded by Selectman Johnson to approve the form and designate the Town Administrator as the official to sign it when needed; motion passed 3-0. Administrator Eiane clarified the form applies to all three departments and the Board concurred.

9. 6:30 PM Public Hearing Re: Amusement License for Estes Lobster House, 1906 Harpswell Neck Road: The hearing was opened and closed at 6:32pm. Selectman Johnson moved, seconded by Selectman Multer to grant the amusement license to Estes Lobster House for live music; motion passed 3-0.

10. Consider Renewal Liquor Licenses: Cook's Lobster House, 68 Garrison Cove Road, Bailey Island and Giant Stairs Seafood Grille, 2118 Harpswell Islands Road, Bailey Island: Deputy Administrator Sawyer stated both entities have applied for renewal liquor licenses and the Code Office states each entity is compliant with the rules and regulations and Cumberland County does not have any records of alcohol-related law enforcement calls at either entity. Selectman Multer moved, seconded by Selectman Johnson to approve the renewal for each entity; motion passed 3-0

12. Consider Contracts with Cumberland County for General Law and Marine Patrol: Administrator Eiane stated these contracts are reviewed and signed annually upon approval by Town Meeting. Essentially the contracts are the same as the previous year except for the costs. Chairman Daniel moved, seconded by Selectman Johnson to approve and sign the general law and marine patrol contracts; motion passed 3-0.

14. Consider Placing Generator for Bid: There was a correction made to the specifications of the 1998 Caterpillar generator to a G25F1 and engine serial number to D6101A/001. Selectman Johnson recommended placing the generator to bid with a minimum bid requirement of \$5,000. Selectman Multer moved, seconded by Chairman Daniel to place the generator for public bid with the \$5,000 minimum bid; motion passed 3-0.

15. Other Business: None.

16. Public Comment: None.

17. Administrative Matters: The Board agreed to attend the April 13 Fire and Rescue Committee meeting at 7:00pm. The Board agreed to schedule a workshop with the Town's Marine Consultant, Clerk, Harbormaster and Marine Resources Committee chair to discuss priorities for this year for either April 9 or 13.

18. Executive Sessions: At 6:43pm, Chairman Daniel moved, seconded by Selectman to enter into two executive sessions pursuant to 1 M.R.S.A. § 405 (6)(C) regarding the possible disposition of property and pursuant to 1 M.R.S.A. § 405 (6)(A) regarding personnel matter; motion passed 3-0.

At 7:33pm, the Board returned to open session. Selectman Multer moved, seconded by Chairman Daniel to hire the candidate for Recycling Center Manager recommended by a staff committee at an annual salary of \$40,500 plus up to a 2% raise after six months and upon successful completion of certain classes; motion passed 3-0.

19. Adjournment: At 7:35 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Attachments:

[Attachments are available at the Town Clerk's Office or by email at harpwell@town.harpwell.me.us]