

Selectmen's Meeting Minutes
April 5, 2018
Harpswell Town Office
Approved April 19, 2018

Call to Order and Pledge of Allegiance: The meeting was called to order at 6:00 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 Charles Perow, Jr., Recycling Center Manager

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Chipman, to adopt the agenda as amended by adding a discussion regarding cell phone areas under item 15; motion passed 3-0.

2. Public Comment: Mary Ann Nahf, Conservation Commission Chair, announced the Town is looking for properties affected by browntail moths to be considered in the University of Maine research project. There is more information on the Town's website and Facebook page. Selectman Johnson stated his property seems less affected this year compared to last year.

3. Selectmen's Announcements: Chairman Daniel read the following statement: "It has been written that the Selectboard did not mention that there was a proposal at Town Meeting. In support of the Selectboard, I offer my words as transcribed from video of Town Meeting:

Chairman Daniel speaking: ...We do have one entity here this afternoon that wishes to express their proposal to the Town...

I invite you to watch the proceedings on the water tower for yourself. The video of Town Meeting can be found on the Town website."

4. Town Administrator's Report: Administrator Eiane stated staff is working on a request for proposals for demolition of the water tower which is expected to be on the April 19 agenda.

5. Consent Agenda: Selectman Chipman noted the word "hearing" needs be inserted in the 3/14 minutes and noted he regrets Ms. Nemrow's resignation. Selectman Chipman moved, seconded by Chairman Daniel to approve the consent agenda [March 1, March 14, March 29 minutes; appointments for April 1, 2018 – March 31, 2018: Fernando Cantu and William Wells as Local Plumbing Inspectors, Code Enforcement Officers and Maine Uniform Building and Energy Code Inspectors; policies for warrant disbursements for payroll and State payments; appointed John Perry as a Town Lands Steward and to the Harbor and Waterfront Committee; accepted Ann Nemrow's resignation from the Conservation Commission; approved warrant #14 in the amount of \$110,585.29 and payroll warrant #13 in the amount of \$17,612.70 and a pier demolition warrant #11 in the amount of \$22,550.00]; motion passed 3-0.

8. Community Garden Grant Application to the Francis Hollis Brain Foundation and Donation Request to Lowes: Jane Covey explained that the grant application for \$2,500 and letter to Lowes for materials are both in support of completing the irrigation project for the community garden. Ms. Covey stated the \$4,500 for the solar well was secured last year and these two requests will enable completion of the project. Selectman Chipman moved, seconded by Selectman Johnson to approve the grant application and the solicitation; motion passed 3-0.

6. Auditor's Report on 2017 Financials: Ron Smith, RHR Smith & Company owner, reviewed the Town's 2017 financial statements and audit procedure. [complete financials are posted on the Town's website].

7. Recycling Center/Transfer Station Matters

- **Amendment to Commercial Trash Haulers Rules:** Charles Perow, Jr., Recycling Center/Transfer Station manager, reviewed the proposed changes to the Commercial Trash Hauler's Rules. There was a

discussion regarding specific wording. Chairman Daniel moved, seconded by Selectman Chipman to adopt the amendments; motion passed 3-0. Mr. Perow noted the permit application has also been amended to reflect these changes.

- **Request for Proposals for Backhoe:** Mr. Perow reviewed the draft request for proposals for a new backhoe and noted the dates will be added once he researches all possible options given that this is a long-term asset for the Town. Selectman Chipman moved, seconded by Selectman Johnson to authorize the request for proposals; motion passed 3-0. Mr. Perow believes there may be three vendors and that local customer service is important.
- **Consider Waiving Brush Disposal Re: Storm Damage:** Mr. Perow stated the Town previously had a free brush disposal session after the October storm resulting in the collection of 184 tons of brush. To assure that all taxpayers benefit, Mr. Perow suggested allowing free brush disposal from May 1 through May 12. There was a discussion regarding the time period. Selectman Chipman moved, seconded by Selectman Johnson to allow disposal of brush at no cost from May 1 through May 12; motion passed 3-0. Chairman Daniel asked how invasive plant disposal is working; Mr. Perow responded fine.

Mr. Perow stated last year the contractor that was awarded the contract for wood chipping did not fulfill the contract and another contractor completed it for the Town. There are only two contractors in the industry large enough to do this work for the Town. The contractor that did it last year was great to work with and requested the Board sole source with Cross Excavation. Mr. Perow noted he will work with the Cross to make sure the price is within reason. The demo wood goes to Canada and the brush has a lot of uses such as with landscapers. Selectman Chipman moved, seconded by Selectman Johnson to sole source with Cross Excavation if the price is reasonable; motion passed 3-0. Mr. Perow stated staff has been working hard to get businesses to weigh in and pay for disposal and to recycle. He does not want to endorse businesses but he is looking to create an acknowledgement for businesses that are following green practices. He plans to work with the Conservation Commission and Recycling Committee on the idea. Mr. Perow stated the capital project involving a retaining wall at the Transfer Station has been completed and has improved the erosion problem at the Salt Shed. There are now two new cribs – one for reclaim and one for compost. Household Hazardous Waste Day is April 28 from 9:00am – 1:00pm in Bath and there is more information on the Town's website. Chairman Daniel asked if material could be dropped here for transport to Bath; Mr. Perow responded no as owners are responsible for the material and the material is not allowed at the Facility. Mr. Perow announced the Recycling Center and Transfer Station will be closed on April 17 in observance of Patriot's Day. Selectman Chipman noted the Recycling Committee is concerned about short term rentals. Mr. Perow stated owners and landlords have to be clear with renters on how to recycle. Mr. Perow stated he is working on a new proposal regarding winter sand for the public when the Facility is closed. Selectman Chipman noted April 21st is John Gilliam Day and the Harpswell Heritage Land Trust is involved this year as well with roadside cleanup.

9. Road Commissioner Appointment: Administrator Eiane stated this appointment should have occurred right after Town Meeting but the appointment can have a retroactive date. She stated it was the Board's intention to appoint the previously elected Road Commissioner as of March 11 for one year. Selectman Chipman moved, seconded by Chairman Daniel to appoint Ronald Ponziani from March 11 through April 30, 2019; motion passed 3-0.

10. Sponsorship of a Fundraising Event for the Bandstand Fund: Administrator Eiane stated there was a request for the Town to sponsor the second annual fundraising event and Mike Millius, Bandstand Committee member, has helped organize the event. Mr. Millius stated the purpose of the event is to raise funds to pay for the performers at the Bandstand. The event is May 10 from 5:30-7:30pm at the Old Orr's Island Schoolhouse and will include a dinner and a professional bartender. Administrator Eiane noted there was an issue with the Town's insurance to cover a volunteer bartender but now there will be a professional bartender with insurance. Mr. Millius noted there is a two drink limit per person. Chairman Daniel moved, seconded by Selectman Chipman to sponsor the event; motion passed 3-0.

11. Warrant for June 12, 2018 Special Town Meeting Re: Mackerel Cove Ramp Funding: Deputy Administrator Sawyer stated the original project to replace the boat ramp at Mackerel Cove was sent out to bid last year and the responses were higher than what the Town had for funding. Therefore, there was an article on the March 10 Town Meeting warrant to seek an additional \$35,000. The week of Town Meeting, the Town engineer advised the Town that the Department of Environmental Protection will not permit a boat launch constructed of pavement under the high water mark. The Town's plans were to replace the lower 40-feet with concrete boat ramps and the upper 100-feet with pavement. Since that is not permissible, the entire ramp under water will have to be concrete boat ramps which increased the project costs to approximately \$100,000. Therefore an additional \$40,000 will be needed. This information was conveyed to voters at Town Meeting and the \$35,000 was still approved. The proposal is to place an article on the June 12 referendum for the additional \$40,000. Selectman Chipman moved, seconded by Chairman Daniel to approve the article for a June 12 vote; motion passed 3-0. Each Selectman recommended the article. The Budget Advisory Committee will be meeting next week to consider a recommendation.

12. Acceptance of Donations and Grant: Deputy Administrator Sawyer stated the University of Southern Maine awarded the Town a \$1,100 grant for the Conservation Commission's project of having citizens take periodic pictures at high tide of certain areas where sea level rise is a concern. Additionally, the Maine Coast Heritage Trust donated \$1,600 to the Town in lieu of taxes for Whaleboat Island and the Goslings. Another donation of \$350 was received by Matthew Keeney in memory of Anne Louise Keeney to be used for baseball scholarships. Selectman Chipman moved, seconded by Selectman Johnson to accept the grant and both donations; motion passed 3-0.

13. Holding Tank Application For Pammy's Ice Cream Parlor On Town Property: The Board and Pam Douglas previously entered into a lease for Pammy's Ice Cream Parlor on Town property near Mitchell Field. The lease allowed for the potential use of the existing septic system on the property if all approvals and permits are obtained. Ms. Douglas worked with a site evaluator and had a design submitted to the Code Office that proposes to block off the exit to the existing septic tank to make it a holding tank for the parlor's gray water. Additionally a grease trap would be added to the tank. Holding tank applications require the Selectmen's approval. Selectman Chipman stated the application indicates the site is within the shoreland zone and it is not. Staff will assure that is corrected before permitting. Selectman Chipman moved, seconded by Selectman Johnson to approve the holding tank application; motion passed 3-0.

14. Public Comment: None.

15. Other Business: Selectman Chipman asked staff to remind Central Maine Power (CMP) that the pole it replaced in front of the Grange on Harpswell Neck had a street light. Deputy Administrator Sawyer noted staff will be meeting with CMP to collect information regarding LED street lights. Chairman Daniel suggested having the Energy and Technology Committee look into possible cell phone tower locations and new cell phone technology. Robert McIntyre stated AT&T is coming in the next year or two with new towers. Chairman Daniel stated the Committee could look at that matter and other locations, grants and technology. Mr. Perow suggested checking with other towns as well such as Freeport.

16. Administrative Matters: None.

17. Adjournment: At 7:13 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator