

Selectmen's Meeting Minutes
Thursday April 30, 2020
Harpswell Town Office
Approved May 7, 2020

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: Town Administrator, Kristi Eiane; Deputy Town Administrator Terri Sawyer; Emergency Management Agent, Art Howe; Recreation Director, Gina Perow; and Recycling Center/Transfer Station Manager, Chuck Perow.

Members of the Board and staff 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:** Selectman Chipman requested an additional discussion about dogs off leash. Agenda item 7.5.
2. **Selectmen's Announcements:** Chairman Johnson addressed the drastic increase of hikers using the Cliff Trail at the Town Office. Approximately 400-500 hikers used the trail last Saturday, April 25, 2020. The Mid Coast Hunger Prevention Program had received an initial donation of \$10,000 from Bruce and Kim Sachs; since then, MCHPP has received an additional \$9,400 in donations for use in Harpswell. Chairman Johnson also addressed the sorrowful passing of Laddie Whidden. Laddie Whidden was instrumental in the construction of the Mountain Road Bridge. He will be sorely missed. Selectman Chipman added that John Gilliam Roadside Clean Up day was a success; 1,500 lbs. of waste was collected.
3. **Town Administrator's Report:** Administrator Eiane expressed condolences to the family of Laddie Whidden. Laddie's legendary service to the Town will always be remembered and appreciated. He will be missed. Administrator Eiane strongly encouraged residents to complete the U.S. Census. Currently, the Town's completion rate is 34%. Residents may complete the Census online at: 2020census.gov. Residents may also have received a mailing with instructions. Please check the Town website and Facebook pages for additional information regarding the Census.
4. **COVID-19 Update:** Administrator Eiane reported that Town staff continue to provide service to the community by answering phones, email, mailings and materials from the drop box. In accordance with the Governor's plan to re-open the state, the Town plans on re-opening the Town Office to the public on June 1, 2020. New protocols regarding social distancing and using personal protective equipment will be communicated prior to re-opening. Administrator Eiane stated that the president and chief medical officer of Mid Coast Hospital will be giving a 10 minute presentation to the Board, next Thursday,

May 7, 2020 at 6:00p.m. There will be an opportunity for questions following the presentation. If the public has any questions, they can be submitted ahead of time. Selectman Chipman and Chairman Johnson both expressed a need for signage upon entering Harpswell, urging incoming seasonal residents to self-quarantine for 14 days. Agent Howe stated that Mid Coast Hunger Prevention handed out 42 shares at the mobile food pantry, any remaining surplus will be used for Harpswell Aging at Home's event on Tuesday, May 5, 2020. The Santa Fund handed out 25 cars (approximately 100 people) worth of food, this past Tuesday. MSAD 75 continues to hand out a week's worth of breakfast and lunches for approximately 1,200 students. No operational changes for public safety. Recycling Center Manager Chuck Perow stated that the operations are running smoothly at the Recycling Center and Transfer Station. The Transfer Station is visited by around 100 cars per day, and 400 vehicles at the Recycling Center. Manager Perow requested that the Recycling Center and Transfer Station transition toward opening up fully with a series of steps beginning with opening on Wednesdays at regular business hours, starting after May 15, 2020. The cancellation of the 'Spring Hazmat Day' will bring a savings of approximately \$4,000 to the Recycling Center budget. Recreation Director Gina Perow touched upon the very high numbers at Cliff Trail, at least 400 people, from all over Maine, visited the trail during the peak hours last Saturday, and over 200 people on rainy Sunday. The foot traffic combined with mud season may take a toll on the trail and make it difficult to maintain social distancing. Director Perow shared that The Abbot Fletcher Sailing School has cancelled all of their summer programs. Kayaking for Kids, through H2O Outfitters, has cancelled their first session, which was scheduled to occur in early July. The Harpswell Hiking Challenge was also cancelled. Administrator Eiane addressed concerns from a resident near the Giant's Stairs. Increased traffic at the Giant's Stairs may require a monitor to maintain social distancing in the future. Director Perow will reach out to Harpswell Heritage Land Trust to request additional help with monitoring. Selectwoman Covey brought up the possibility of making some trails one-way and perhaps monitoring the numbers of more local trails, gathering data on actual numbers. Administrator Eiane relayed that the Memorial Day Parade has also been cancelled.

5. **John Morrissey Wharf Application, 408 High Head, Map 7, Lot 101:** Chairman Johnson moved, and seconded by Selectman Chipman, to approve the application as the Harbormaster indicated there is no hazard to navigation and there is no injury to the rights of other, noting that the wharf will only be in use July 1-August 30 each year. Motion passed 3-0.
6. **2020 Budget Review:** Administrator Eiane provided the Select Board with two documents; a memo and an amended budget, dated April 2, 2020. The budget was amended after concerns with declining revenue, changes in appropriations, contingencies, and grants received. There was consensus among the board for a budget of \$5,419,018; a reduction of \$376,000. Department heads will review their respective budgets to see if any additional savings can be made. Administrator Eiane and Deputy Administrator/Town Treasurer Sawyer attended a budget-focused webinar and continue to brainstorm ways to refine the budget moving forward.

7. Consent Agenda: Selectman Chipman moved, Selectwoman Covey seconded, a motion to accept the consent agenda [03.12.20, 03.17.20 and 04.23.20 minutes; warrant #18 in the amount of \$16,780.20 and payroll warrant #17 in the amount of \$18,390.40]. Motion passed 3-0.

7.5 Dogs Off-Leash: Selectman Chipman shared community concerns about dogs being off-leash without proper voice command, especially at Mitchell Field. Selectman Chipman moved, seconded by Chairman Johnson, to require dogs be on leash at Mitchell Field. Selectperson Covey expressed concern with approving this action without first consulting with the Mitchell Field Steward and perhaps the full Mitchell Field Committee. Motion passed 3-0. Chairman Johnson will contact Mitchell Field Steward, Don Miskill.

8. Public Comment: None.

9. Other Business: None.

10. Adjournment: Meeting was adjourned without objection at approximately 6:58 p.m.

Respectfully Submitted,

Kayla Matthews
Recording Secretary