

Selectmen's Meeting Minutes
May 3, 2018
Approved May 17, 2018

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

Others Present: Town Administrator Kristi Eiane and Alternate Code Enforcement Officer Fred Cantu

5:30pm Site Visit: A site visit of the proposed drainage project at the Town Office was held. The Selectmen discussed having Phase I and II work performed with some tweaks to the upper sidewalk and improvements to the sidewalk around the northeast corner of the building.

Pledge of Allegiance: At 6pm, Chairman Daniel opened the meeting with the Pledge of Allegiance.

1. Adoption of the Agenda: The Board unanimously agreed to adopt the agenda with the addition of Item 14.5: Work Order with Gorrill-Palmer for Capital Road Project.

2. Public Comment: None.

3. Selectmen's Announcements: Selectman Chipman announced that the 2018 John Gilliam Day for clean-up was very successful with the collection of 1,340 pounds of trash, 10 tires, etc. He wished to thank the following local stores—Bailey Island General Store (BIGS); Ship 2 Shore; and Vegetable Corner—for providing support.

4. Town Administrator's Report: Town Administrator Kristi Eiane expressed her appreciation to the Cumberland County Sheriff's Department for its help with the Medication Collection event this past Saturday at which 92 pounds of medications were collected. She also recognized the Marine Resources Committee for removing 900 pounds of debris along the shoreline as part of its conservation program.

Fire Administrator Art Howe proposed a new firefighter for hire: Domenic Maccio, who works at BIW and is Deputy Chief for the Town of Woolwich. Selectman Chipman moved to hire the new firefighter; it was seconded by Selectman Johnson and passed 3-0.

Fire Administrator Howe also discussed the new online permitting system that is being implemented. It is an online system with no charge and is tied into the "I am Responding System" so that all fire and rescue responders will have access to information about burn permits issued in Harpswell. He explained that this permit system will have much more flexibility.

Harbormaster Paul Plummer discussed his request with the Board for a Facebook page regarding Marine Resources & Harbor Management. He had launched the site some time ago, but was not aware he needed the Board's approval. The Board thought it was a great idea. Selectman Chipman moved to approve; Selectman Johnson seconded and the motion passed 3-0.

5. Consent Agenda: Selectman Chipman moved, it was seconded by Selectman Johnson to approve the consent agenda [minutes of April 19; ratio declaration & reimbursement application; committee appointment of Deidre Strachan to the Conservation Commission; and authorization of warrant # 18 in the amount of \$74,048.20 and payroll warrant # 17 in the amount of \$18,677.51]. The motion passed 3-0.

6. Bond Point LLC Wharf Application, 44 Bond Point Road, Map 34, Lot 70: Alternate Code Officer Fred Cantu explained that Code Enforcement Officer Bill Wells had attended the site visit for this residential project. Mr. Cantu asked the owner's agent, Ben Wallace of Redfish Associates, to review the proposal which is to construct a piling and crib supported 6' x 198' dock with 6' x 12' deck upland, 3' x 50' seasonal ramp, and 12' x 24' seasonal float. Chairman Daniel moved to approve this application since the Harbormaster found no hazard to navigation and no injury to the rights of others; it was seconded by Selectman Chipman and passed 3-0. Mr. Cantu noted that the Code Office has yet to receive approval from the DEP or the Army Corps.

7. Application for Outdoor Fireworks Display: Tristram Coffin submitted two requests to have fireworks displays on Bailey Island from barges in Harpswell waters. One display would be in Mackerel Cove on June 22 (rain date June 23) and the other would be at Cook's Lobster and Ale House on June 30. The Town Administrator was asked if there were any complaints, and reported that she was not aware of any. Selectman Chipman moved to approve the requests and authorize the Town Administrator to sign the permits. It was seconded by Selectman Johnson and passed 3-0.

8. Waiver for Invasive Plants Removal by Harpswell Invasive Plant Partnership (HIPP): Jeff Stann, Chair of HIPP, asked the Board to consider renewing the waiver for brush fees for the removal of invasive species by HIPP from Town properties, public [access] properties and rights-of-way. Recycling Center Manager, Chuck Perow, has been consulted and supports the request to continue waiving the fees. Mr. Stann reviewed the progress being made by HIPP and indicated that a focus in 2018 would be to provide assistance to private landowners, helping them to identify invasive plants on their properties and providing suggestions about removal. Chairman Daniel moved we allow the waiver for HIPP at RC for disposal of such invasives, it was seconded by Selectman Chipman and passed 3-0.

10. [This item was taken out of order]. Recycling Committee Concern Re: Short-term Rentals: On behalf of the Recycling Committee, Chairman Phil Conner explained to the Board its concerns about the growth of the short-term rental market for housing and that those renters are not necessarily aware of the Town's recycling requirements. Committee members were aware that the Recycling Center Manager has reached out to rental agents to ensure they communicate recycling rules to their renters, but there is no easy way to reach those who are in the short-term rental market. Short-term rentals and their related issues have been a growing concern for a number of communities, such as Portland and South Portland. Selectman Chipman noted that the Board had held a workshop last year on the issue of short-term rentals. There was

Board discussion about what might be the best avenues for getting the word out. It was suggested that the Town cover the topic in the next issue of the Town newsletter, send a notice out with the tax bills, and consider putting an article in the Anchor.

9. Contractor Recommendation for Town Office Drainage Project: The Town received two bids on its drainage project at the Town Office—one from Labbe and one from Crooker—with Labbe being the lowest bidder for Phases I and II at \$16,800. There were several alternate items designed by the Town’s engineering firm, Gorrill-Palmer, for possible consideration. The Selectmen were not on board with the full design of those alternates, but did want some work done to the sidewalks, possibly as change orders. Selectman Chipman moved to accept the Labbe bid for Phases I and II. It was seconded by Selectman Johnson and passed 3-0. A site visit will be set up with the Selectmen and contractor to discuss their ideas for add-ons to the project.

11. Waive Mooring Fee for Woods Hole Research: Harbormaster Paul Plummer updated the Board about a collaborative project between Woods Hole Oceanographic Institute and Bowdoin College to collect data in Lombo’s Hole, an area where historically some of the first blooms of red tide have occurred. One of the scientists from Woods Hole has met with the Town’s Marine Resources Committee to explain the project, and is willing to come back later and discuss the results of the research’s findings. Given the benefit to the Town of this scientific research, the Harbormaster recommended that the Board waive the \$125 fee for a non-resident mooring. Selectman Chipman moved we approve the waiver. It was seconded by Selectman Johnson and passed 3-0.

12. Agreement with University of Maine Re: Browntail Moth Research: The Town Administrator reviewed the proposed agreement with the University of Maine for a browntail moth research project in Harpswell to be conducted under the direction of Dr. Eleanor Groden. The Town Meeting had approved \$9,570 for the project. Selectman Chipman moved to approve the agreement. It was seconded by Selectman Johnson and passed 3-0.

13. Amendment to Pammy’s Ice Cream Parlor Lease: The Board had previously approved a lease with Pammy’s Ice Cream Parlor located near the entrance to Mitchell Field. The original request was for serving ice cream. The owner of the business, Pam Douglas, has requested authorization to sell other food items, such as hotdogs. Selectman Chipman moved we approve this amendment. It was seconded by Selectman Johnson and passed 3-0.

14. Set Public Hearing Re: June 12 Referendum: Selectman Chipman moved to schedule the required public hearing on the Mackerel Cove Boat Launch for Thursday, May 17, 7pm. It was seconded by Selectman Johnson and passed 3-0.

14.5. Work Order with Gorrill-Palmer for Capital Road Project: The Board was presented with a proposal from Gorrill-Palmer, the Town’s engineering firm, to develop specifications for a capital road project on Laurel Cove Road that could be bid publicly. The Town Administrator

indicated that the Road Commissioner was onboard with this proposal. The Selectmen discussed reviewing this step in the future to see if there is a way to save some costs. Selectman Chipman moved to go forward with the Gorrill-Palmer proposal for up to \$32,870. It was seconded by Selectman Johnson and passed 3-0.

15. Accept Donations: Chairman Daniel read the list of donations [Joe & Elizabeth Quinn, \$2,500 for heating assistance; the remaining donations were all for the Bandstand: \$100 from ER Breitner, \$25 from the Harpswell Business Association, \$100 from William Bergquist & Kathleen O'Donnell; \$25 from Dian Petty, \$100 from Edward & Ann Holt, \$75 from Elizabeth Eiseman, \$200 from Brackett Funeral Home, \$25 from Linda Gillis, \$100 from Scott Howard, \$100 from Candis Hine, and \$200 from Dixon & Susan Riley], and moved the acceptance of those donations with thanks. It was seconded by Selectman Chipman and passed 3-0.

16. Public Comment: None.

17. Other Business: None.

18. Administrative Matters: The Board will meet on May 9, 4pm to review findings from yesterday's meeting.

19. Executive Session Pursuant to 1 MRS § 405(6) (a) Re: Personnel Evaluation: At 6:55pm Chairman Daniel moved to go into executive session for a personnel evaluation. It was seconded by Selectman Chipman and passed 3-0. At 7:22pm the Selectmen returned to open session. Selectman Chipman moved the annual increase [1.75%] for the Town Administrator. It was seconded by Selectman Johnson and passed 3-0.

20. Adjournment: The meeting was adjourned by unanimous consent at 7:23pm.

Respectfully submitted,

Kristi K. Eiane, Town Administrator