

Selectmen's Meeting Minutes
May 11, 2017
Harpswell Town Office
Approved May 25, 2017

At 5:00pm, the Board held a workshop with the administrative staff regarding financing for the pier demolition project. The Board recessed at 5:40 pm.

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; Charles Perow, Recycling Center/Transfer Station Manager; Bill Wells, Code Enforcement Officer; Mark Eyerman, Planner; Gina Perow, Recreation Director; and Ronald Ponziani, Road Commissioner

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Chipman, to adopt the agenda as amended by adding wood grinding recommendation as 5.5 and sign a release deed as 12.5; motion passed 3-0.

2. Public Comment: None.

3. Selectmen's Announcements: Chairman Daniel reported a bill was introduced at the State House to remove local control over pesticides. He and the Conservation Commission chair attended a public hearing, at which both testified. He, the Conservation Chair and Town Administrator also attended a workshop regarding the matter, at which the Commission chair was asked to further explain Harpswell's ordinance. Chairman Daniel thanked and commended Mary Ann Nahf for how well she represented Harpswell.

4. Town Administrator's Report: Administrator Eiane thanked Mary Ann Nahf as well noting that Ms. Nahf was called back by the Committee to provide further information as well. With Harpswell having over 200 miles of coastline and its coastal water supporting sensitive aquatic marine life, the ability for local regulations to remain in place is crucial. While the bill was amended, the amendment cedes control to the State Board of Pesticide Control. Harpswell will continue to keep pressure on and follow the status of this bill. Administrator Eiane thanked the Harpswell Garden Club for its work beautifying Town Office garden for the public's enjoyment.

5. Consent Agenda: Chairman Daniel moved, seconded by Selectman Chipman to approve the consent agenda [April 27 minutes; appointed David Hackett to the Town Lands Committee; appointed J. Paul Plummer as the Town's Harbormaster; authorization of warrant 19 in the amount of \$61,089.47 and payroll warrant 19 in the amount of \$16,148.98]; motion passed 3-0.

5.5 Wood Grinding Recommendation: Charles Perow, Recycling Center/Transfer Station Manager, stated there was only one response received to the Town's request for proposals for wood grinding. The one response was from Marshall Grinding at a cost of \$34 per ton for demo wood and no cost for brush. Last year's cost was with a different contractor at \$36 per ton for demo wood. Mr. Perow stated that the proof of insurance was not provided with the response and if approved, that has to be provided in addition to signing the contract by a certain date agreeing to complete the work by a certain date. Selectman Chipman moved, seconded by Chairman Daniel to approve the contract with Marshall Grinding, Inc. provided the insurance is produced and contract signed; motion passed 3-0.

6. Parnell Hagerman Wharf Application, 9 Edal Heights Rd., Map 23, Lot 67: Bill Wells, Code Enforcement Officer, stated there were no abutters concerned with this proposal and it meets the standards. Joe Leblanc, reviewed the application for a 6'x40' pier with a 5'x8' box frame at the end of the pier, an aluminum 3'x40' ramp, a pressure treated 10'x20' float and a 10'x40' float haul out. Selectman Chipman asked if someone could walk under the wharf; Mr. Leblanc responded yes as the distance is about 4 feet. Chairman Daniel moved,

seconded by Selectman Chipman to approve the application as the Harbormaster indicates it does not cause a hazard to navigation and there is no injury to the rights of others for fishing, fowling and navigating; motion passed 3-0.

8. Public Hearing Re: Harpswell Inn Liquor License and Amusement Application: Chairman Daniel opened and closed the hearing at 6:15 as no one from the public commented. Deputy Town Administrator Sawyer explained the Harpswell Inn has held a liquor license, but has been sold and the State requires a new application from the new owners and for the municipal officers to hold a hearing. Cumberland County reports there have not been any alcohol related incidents at the site for the past year. Additionally, the Code Office is following up with the new owners for some information but states the establishment is compliant with rules. The Town has an Amusement Ordinance that requires an establishment with a liquor license to obtain a permit from the municipal officers if it wants to offer entertainment. The new owners intend to offer live music in the same format as the previous owners. Chairman Daniel moved, seconded by Selectman Chipman to approve the liquor license and amusement permit; motion passed 3-0.

7. Planner's Report: Mark Eyerman, Planner, reviewed his report (attached).

9. Public Hearing Re: Amendments to the Bethel Point Parking Ordinance: The hearing was opened at 6:35pm. Deputy Administrator Sawyer stated the current Bethel Point Town Landing Parking Ordinance requires permits to be obtained for the approximate 17 spaces as laid out by the Selectmen in 1997. The Town Lands Committee has made some recommendations regarding the parking and an amended ordinance has been provided for discussion. Terry Dutton asked if these changes would affect where he parks – on the west side of Bethel Point nearest the landing on both the side of Bethel Point Road and on John Eastman's property. The current ordinance restricts parking to the east side only of Bethel Point Road. Chairman Daniel responded the matter will be investigated and, in the meantime, Mr. Dutton could continue to park there. Hope Hilton, Town Lands Committee Co-Chair, reviewed the recommendations to: move back the current handicap parking space one space back, to designate the back parking spaces as permit parking and the front ones for open parking, and to update signage. There was a discussion on whether to allow trailers to park or not; the Board reached consensus not to allow trailer parking. Ms. Hilton asked to delay decision on the changes for two weeks while she works with staff to finalize the language. Mr. Dutton stated the free parking should be up back and permit parking up front. The hearing was closed at 6:50pm.

10. Services for Pier Demolition Project Financing Options: Chairman Daniel stated the Board held a workshop earlier with the Treasurer and Administration to review possible ways to finance the pier project – through the Bond Bank or for the Town to issue its own bonds. This agenda item is to consider hiring UFASI to look into those two options in detail and provide feedback on which one appears best. Selectman Chipman moved, seconded by Selectman Johnson to hire UFASI for \$3,000 for the work; motion passed 3-0.

11. Applications for Outdoor Fireworks Display: Tristram Coffin stated he is seeking the Town's permission for use of Harpswell waters for two fireworks displays – one on June 30 on Abner Point and on July 1 in front of Cook's Lobster & Ale House. Once the State approves the applications, Mr. Coffin will provide evidence of insurance. Chairman Daniel moved, seconded by Selectman Chipman to approve the applications; motion passed 3-0.

12. Washington Avenue Parking Matters: Chairman Daniel stated the Board visited the site yesterday to gain an understanding of the area and issues. Selectman Johnson suggested the Board look into the current Ocean Street parking ordinance to consider allowing 4 parking spaces at the beginning. Chairman Daniel suggested the Town acquire a survey of Washington Avenue. Selectman Johnson suggested parking could be allowed on one side with an ordinance prohibiting parking on the eastside of Washington. There was a discussion regarding the work involved with allowing parking at the beginning of Ocean Street and a cost estimate will be sought. Chris

Coffin spoke about the speeding issues encouraging the Board to seek local authority to set enforceable speed limits since the State doesn't allow less than 25 mph as enforceable. Mr. Coffin stated there is plenty of space to allow parking at the beginning of the Giant's Stairs trail, which is the continuation of Ocean Street. Dan Dorman spoke against that proposal. Chairman Daniel discussed short-term solutions such as removing the Giant's Stairs from the Town's Outdoor Guide, installing a sign at the entrance of Washington regarding the limited parking and encouraging driving slow. Bob Jackson suggested painting a yellow line down the center of Washington Avenue as it should alert people parking inappropriately as to how narrow the road is. Administrator Eiane suggested the speed limit could be painted on the road as well. Allan Jarvis stated he owns the property across from the Church that allows parking for the Town property and expressed how serious he believes the parking issue to be. Chairman Daniel stated the Town will work with the Cumberland County Sheriff's Office to see about patrolling Washington Avenue as well. Ronald Ponziani, Road Commissioner, discussed how the State will not allow speed limits less than 25 mph to be enforced. Phil Taylor stated the inappropriate parking has caused a safety issue for passage of emergency vehicles. Dan Dorman stated he wants a balance of safety and allowing the public to enjoy the Giant's Stairs. Chairman Daniel discussed his desire to have a Town-wide campaign to slow down drivers as speeding is a universal issue; he suggested having a rider sign on the two Welcome to Harpswell signs about slowing down. There was a discussion about removing the Town property from the Guide. Recreation Director Gina Perow suggested instead moving the Giant's Stairs to the back of the book indicating the limited parking and removing it from the promotional map. The Board agreed to eliminate the property from the book understanding the printing may run late due to the change. Chairman Daniel indicated the Board will consider the actions discussed tonight.

12.5 Sign Release Deed: Deputy Administrator Sawyer stated the Board previously agreed to release any interest the Town may have acquired in subdivision lot #32 on Long Island to Ms. Van Wagoner for \$1,000. The payment has been made and the release deed is prepared for the Board's signature. The Board agreed to sign.

13. Harbormaster Assistance Letter Agreement: Administrator Eiane stated the Town's Harbormaster retired May 5 and the new Harbormaster began on May 15 so there was no time to work together. The former Harbormaster offered to provide transitional assistance at a cost of \$40 per hour not to exceed 30 hours. Chairman Daniel moved, seconded by Selectman Chipman to approve a letter agreement with Jim Hays as outlined; motion passed 3-0.

14. Cancellation of Shellfish Conservation Date: Selectman Johnson reported a shellfish conservation day was cancelled due to a winter storm and there was no workable method in place to notify all the harvesters. Therefore, some harvesters showed up and the Marine Resources Committee agreed that those harvesters, who showed up, should receive credit. Selectman Johnson moved, seconded by Selectman Chipman to excuse the seven harvesters who showed up for this day; motion passed 3-0. Selectman Johnson noted there is now a process in place to notify everyone if a session is cancelled.

15. Request for Proposals for Mackerel Cove Boat Launch Project: Deputy Administrator Sawyer stated the Board previously approved applying for a State Harbor Management Access grant to rebuild the Mackerel Cove boat launch. This award is expected to be announced prior to the next meeting and therefore, a request for proposals for the work has been prepared for the full project. If the grant is not approved, the project will be scaled down to be within the Town's appropriation. Chairman Daniel moved, seconded by Selectman Chipman to approve the request for proposals; motion passed 3-0.

16. Emergency Vehicle Lease Agreement with Cundy's Harbor Volunteer Fire Department: Deputy Administrator Sawyer stated a revised agreement was provided tonight with proposed amendments by the Town Attorney. Since it was just received this evening and provided to the Cundy's Harbor Board President, she asked for flexibility to make non-substantive changes that may be requested. Administrator Eiane reported the Chief has approved the new fire truck and the transfer is expected to occur tomorrow. The Department will then equip

the vehicle and have the lettering done. Chairman Daniel moved, seconded by Selectman Chipman to sign the lease; motion passed 3-0.

17. 2017 Goals and Objectives: Chairman Daniel stated the Board held a workshop two weeks ago to discuss 2017 goals and objectives, which has resulted in this list. Chairman Daniel moved, seconded by Selectman Chipman to approve the 2017 goals and objectives; motion passed 3-0.

18. Letter of Support for Wells National Estuarine Research Reserve Grant Application: Mary Ann Nahf, Conservation Commission chair, stated that Bowdoin College has requested the Town submit a letter of support for its grant which will be beneficial to the surrounding communities. The Town has worked closely with the College and benefited by its support, including student work on a number of topics. This grant includes collaboration on science matters in Wells. Chairman Daniel moved, seconded by Selectman Chipman to approve the letter of support; motion passed 3-0.

19. Public Comment: Kathy Davidson spoke about the Town's Marine Resources Committee brushing conservation project on the flats in front of her house. She expressed disappointment with the information she has received and how the Town has handled this issue, noting that if she had been notified she would have had an opportunity to discuss the proposal. Ms. Davidson requested the Board visit her property to see what she sees out of every window of her house. Selectman Johnson stated this was the first time the Town implemented a brushing project and acknowledged the ball was dropped with obtaining permits and notifying abutters. The trees are working by capturing the clam seeds and the trees should sink into the mud in a very short time. Selectman Johnson has seen the trees and both Chairman Daniel and Selectman Chipman agreed to take a look.

20. Other Business: Selectman Chipman stated the Energy Committee needs more membership and he would like to expand and rename the Committee to be the Energy and Technology Committee. Selectman Chipman will work on marking up the mission statement and bring back to the Board.

21. Administrative Matters: The Board set June 6 at 6:00pm as a workshop regarding marine resources matters. The Board set June 29 at 6:30 as the annual non-resident taxpayer meeting and July 27 at 11:30 as the employee appreciation luncheon.

22. Executive Session: At 8:40 p.m., Chairman Daniel moved, seconded by Selectman Chipman to enter into executive session pursuant to 1 MRS § 405(6)(A) for a personnel evaluation; motion passed 3-0.

The Board returned to open session and Chairman Daniel moved, seconded by Selectman Chipman to approve the Town Administrators 2017 salary increase [1.5% increase]; motion passed 3-0.

23. Adjournment: At 9:22 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Attachments: Planner's Report
2017 Goals and Objectives