

**Selectmen's Meeting Minutes**  
**May 17, 2018**  
**Harpswell Town Office**  
**Approved June 14, 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; Mark Eyerman, Planner; Bill Wells, Code Enforcement Officer; and Paul Plummer, Harbormaster

**1. Adoption of the Agenda:** Chairman Daniel added Consider Lease with Marty's Eats as item 12.5, seconded by Selectman Chipman; passed 3-0.

**2. Public Comment:** Mary Ann Nahf, Conservation Commission Chair, stated the browntail caterpillars are out of the nests and need different control methods such as spraying them with soap and water, but unfortunately the hairs are still in the air. Ms. Nahf encouraged people to cover up when outside if bothered by the hairs. Doctor Groden from the University of Maine has started the research project in Harpswell.

**3. Selectmen's Announcements:** Selectman Chipman thanked the Grange for allowing the luncheon for the roadside clean-up volunteers. Selectman Chipman announced the speed bumps are back at the Recycling Center and encouraged everyone to slow down. Selectman Chipman stated tonight's meeting is being simulcast over 97.3 Harpswell Radio.

**4. Town Administrator's Report:** Administrator Eiane reported the contractor, overseen by the Maine Department of Environmental Protection, will be at Mitchell Field next week to conduct the perfluorinated compounds test.

**5. Consent Agenda:** Selectman Chipman moved, seconded by Selectman Johnson to approve the consent agenda [May 3, 2018 minutes; appointed Jean Calderwood as an Associate to the Board of Appeals, Justin Farmer to the Marine Resources Committee and Gary Vincent to the Energy & Technology Committee; appointed election workers for June 12, 2018: Ruth Allen, Elaine Karath Baur, Cynthia Bush, Janet Coombs, Monique Coombs, Diane Davis, Catherine Doughty, Beth Eisman, Sarah Hardcastle, Yellott Hardcastle III, Alison Hawkes, Hope Hilton, Candis Hine, Megan Hubbard, James Knight, Daniel Lafond, Sarah Lafond, Susan Lowery, Marjorie McFarland, Lydia Mears, Melody Moore, Mary Ann Nahf as election ballot clerks; Janet Coombs, Megan Hubbard, Amy Saxton as wardens; Melody Moore, Sandra Swallow, Jennifer Watson as Deputy Wardens; warrant #20 in the amount of \$740,277.07 and payroll warrant #19 in the amount of \$19,663.52]; motion passed 3-0.

**7. Removal of Abandoned Vessels:** Deputy Administrator Sawyer stated the Harbormaster could not be here tonight but he has been working on two sunken boat issues. One boat, about 42-foot long, is located near Leavitt Island in a channel used by commercial fishermen and recreational boaters to access Oakhurst Island. The Harbormaster has been in touch with the vessel owner who acknowledges he is unable to remove the vessel. Peter Darling stated he has a marina at Oakhurst Island and he said a boater is going to plow into the sunken vessel and get hurt. Mr. Darling encouraged the Board to have the vessel removed. The other boat is a 16-foot sailboat located in Middle Bay, near Crow Island. Mr. Plummer, Harbormaster, has been in touch with the owner last year who said he would remove the vessel and has not done so. Since then the Harbormaster has been unsuccessful in contacting the owner. Additionally, the Coast Guard has been contacted regarding both vessels and it does not have the resources to remove the vessels. Mr. Plummer recommends the Board notify the two owners of their duty to remove the abandoned vessel within 15 business days pursuant to the Harbor & Waterfront Ordinance. If the owners do not comply, the Town can remove the vessel at the expense of the owners. Selectman Chipman moved, seconded by Selectman Johnson to send the two owners 15-day notices; motion passed 3-0.

**8. Lisa Amigo Wharf Application, Bayview Road, Map 35, Lot 97:** Bill Wells, Code Enforcement Officer, reviewed the application for an addition of a 3'x40' ramp and 10'x16' float to an existing platform at the property in Long Cove. Chairman Daniel moved, seconded by Selectman Chipman to approve the proposal as the Harbormaster indicates it does not cause a hazard to navigation and it does not cause an injury to the rights of others regarding fishing, fowling and navigating; motion passed 3-0.

**6. Financial Advisory Update on Town Bonds:** Joe Cutera, Town's Financial Adviser, reviewed the Town's bond issuance process and his analysis of what the Town saved (approximately \$162,000) by issuing its own bonds. (see attachment)

**9. Legislative Update:** Jay McCreight, Legislative Representative, stated she was running for re-election and reviewed her activities over the past term.

**12. 7:00pm Public Hearing Regarding Mackerel Cove Boat Ramp on June 12 Referendum:** The hearing was opened and closed at 7:15pm. Deputy Administrator Sawyer explained last year the Town undertook a project to replace the Mackerel Cove boat ramp and the bids came in higher than the available funding. As a result, there was an article at this year's Town Meeting for additional funding. Just before Town Meeting, the Town's engineer reported that the proposed replacement of the ramp with the lower 40-feet as concrete boat ramps and the upper 100-feet with pavement is not permissible by the Department of Environmental Protection (DEP). The DEP requires the area below high-tide to be constructed of the concrete boat ramps which adds an additional \$40,000 to the project. Deputy Administrator Sawyer explained the situation to Town Meeting prior to the vote that additional funding is needed, which may include coming back to voters, and the article passed. This proposed article for the June 12 referendum seeks an additional \$40,000 for the project, which brings the estimated total project costs to \$100,000.

**10. Mitchell Field Pier Demolition Update and Requisition:** Mark Eyerman, Planner, provided an update on the pier demolition project including that the waterside of the project should be completed the end of June. So far, the fill material being removed is not suitable to patching the causeway but is nice gravel material that could be used for other purposes and the Selectmen will consider that in the near future. Selectman Chipman moved, seconded by Chairman Daniel to approve requisition #7 in the amount of \$408,056.11 and pier warrant #13 in the amount of \$410,907.89; motion passed 3-0.

**11. Acknowledgement of Mitchell Field Water Tower Demolition Bids:** Administrator Eiane stated the Board approved a request for proposals for the demolition of the water tower and three bids were received: Reed & Reed \$78,000, Preferred Tank & Tower \$75,000 and Iseler Tank \$34,600. Staff opened the bids Monday and will take more time to review them and get the Town Attorney's input before making a recommendation.

Administrator Eiane read a statement that she would take exception to her integrity being called into question regarding the water.

**12.5 Marty's Eat's Lease:** Administrator Eiane stated Marty Toothaker called today before the meeting and asked if a lease for his business could be on the agenda. Staff prepared a draft lease for consideration, similar to Pammy's Ice Cream. Mr. Toothaker stated Central Maine Power will not set up power until his mobile food unit is at the site and he needs a lease first. Chairman Daniel stated this year is a trial for the businesses at the house lot and he is willing to consider the same lease for Marty's as Pammy's at \$120/month. It was noted an updated insurance certificate is needed and the Board can only approve a year and there is no guarantee of continu. There was a discussion regarding the menu and the official business name that Mr. Toothaker reports to be Marty's Munchies. Chairman Daniel moved, seconded by Selectman Chipman to enter a lease with Marty's Munchies for use of the former Mitchell Field house lot at \$120 a month from mid-May to October; motion passed 3-0.

**13. Use of Special Revenue Fund Carry Over:** Deputy Administrator Sawyer explained the Harpswell Community Garden made the Garden's well deeper in 2017 through grants and volunteer work. In order to sustain the level of production from the Common Good Garden (produce is donated to those in need), a drip irrigation system is needed. It is proposed that \$2,750 be used from the Special Revenue Fund Carryover and the Recreation Committee voted in favor of approving the request. Within that Fund, \$3,371 was attributed to the Garden. Chairman Daniel moved, seconded by Selectman Johnson to approve the request up to \$2,750; motion passed 3-0.

**14. Request for a Bandstand Facebook Page:** Gina Perow, Recreation Director, has asked for permission to start a Facebook page for the Bandstand as a tool to keep the public informed of the events, etc. The page would be set up as a governmental page and maintained by the Recreation Director and one or two members from the Bandstand Committee. Selectman Chipman moved, seconded by Selectman Johnson to approve the Facebook page; motion passed 3-0.

### **15. Recycling Center Matters**

- **Recommendation for Backhoe Purchase:** Charles Perow, Jr., Recycling Center/Transfer Station Manager, submitted an analysis detailing the different responses the Town received to its request for proposals for a new backhoe. Mr. Perow recommends the Board accept the second proposal from Nortrax, Inc. for a John Deere 310SL/HL-IT for \$109,200 less a \$14,000 trade-in value for the current backhoe with a net cost to the Town of \$95,200. Selectman Johnson moved, seconded by Selectman Chipman to accept the #2 Nortrax bid; motion passed 3-0.
- **Recommendation for Compost Fee:** Administrator Eiane stated the Manager has been creative with many programs, including the compost program where taxpayers can drop off their food scraps into a bucket at the Center that gets composted. The Town then receives an allotment the following spring of compost from the company. The Manager proposes to place the Town's allotment into cat litter buckets and sell each one to the public for \$2 each. Selectman Chipman moved, seconded by Chairman Daniel to to approve the proposal; motion passed 3-0.

**16. Public Comment:** Roz Knight, Town Clerk, announced that absentee ballots are available at the Town Clerk's Office for the June 12 vote.

**17. Other Business:** None.

**18. Administrative Matters:** The Selectmen set a workshop to review the 2018 goals and objectives for May 31 at 5:00pm.

**19. Adjournment:** At 7:53 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer  
Deputy Town Administrator

Attachments: Financing Review, Moors & Cabot