

Selectmen's Meeting Minutes
Thursday May 27, 2021
Harpswell Town Office
Via Zoom
Approved June 10, 2021

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: Terri Sawyer, Deputy Town Administrator and Treasurer; Arthur Howe, Fire Administrator and Emergency Management Agent.

Others Present: None

Members of the Board, staff and presenters 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:** The agenda was accepted as printed.
2. **Public Comment:** None.
3. **Selectmen's Announcements:** None.
4. **Town Administrator's Report**
 - **Capital Road Project Bids:** Deputy Town Administrator Terri Sawyer stated that four bids were received for the capital road project. Bids ranged from \$1.1 million to \$592,000. The Town's engineering firm is recommending Crooker's bid of \$592,000 be accepted, which will be on the Board's June 10 meeting if approved by voters on June 8.
 - Sawyer also reminded residents that a special Town Meeting will occur June 1 at 6:30pm at the Harpswell Community School to vote on 3 additional articles: unfunded liability from a dissolved union, an easement location change for the Blue Sky Tower at Mitchell Field and street opening on Lookout Point Road to run underground utilities. The Town Meeting by referendum will occur June 8th at Harpswell Community School, or voters may request an absentee ballot by June 3rd.
5. **Consent Agenda: 1. Approval of the Minutes; 2. Election Worker Appointments; 3. Ratio Declaration and Reimbursement Application; 4. Authorization of the Warrants:** Selectman Chipman moved, seconded by Selectwoman Covey, to approve the consent agenda with the addition of warrant 22A in the amount of \$800 [1. Minutes from 5/13/21; 2. Election worker appointments of Wardens: Catherine Doughty and Amy Saxton; Deputy Wardens: Janet Coombs and Jennifer Watson; Election Ballot Clerks: Linda Kreamer, Thomas Burke, and Sharon Oehmig; 3. Ratio declaration and

reimbursement application; 4. Authorized warrant #22 in the amount of \$210,618.40, warrant #22a in an amount not to exceed \$800, and payroll warrant #21 in the amount of \$22,911.39]. Motion passed, 3-0.

- 6. Request to Place Bird Houses on Mitchell Field Property:** Deputy Administrator Sawyer summarized an email from Andrea Manousos from the REAL School in Brunswick requesting permission to place bird houses at Mitchell Field for an ongoing community service program. Selectman Chipman moved, seconded by Selectwoman Covey, to approve the birdhouse placement at Mitchell Field, coordinating with the Steward, Don Miskill. Motion passed, 3-0.
- 7. Purple Flag Proposal:** Emergency Management Agent Art Howe summarized the purple flag proposal which would raise a purple flag at area beaches (Cedar Beach, Mitchell Field, Mackerel Cove) in the event of a shark sighting. This method of raising public awareness has been adopted by the State Parks Department and is used in Cape Cod. Selectwoman Covey moved, seconded by Selectman Chipman, to approve the plan to develop the purple flag system and education program. Motion passed, 3-0.
- 8. Request for Bids:**

 - **Surplus Fire Gear:** Fire Administrator Art Howe requested permission from the Select Board to put surplus custom fitted fire protective gear out for a bidding process through Maine Municipal Association and ME Fire Chiefs Association. Selectman Chipman moved, seconded by Selectwoman Covey, to put the surplus fire gear out for bid. Motion passed, 3-0. Prior employees, who the equipment was ordered for, will be invited to bid.
 - **Generator:** On March 4, 2021, the Board approved selling a generator that was no longer used by Harpswell Community Television. An ad was placed in the Times Record and no bids were received. Last week, the Town received a call from someone interested in purchasing the generator and a sealed bid was submitted. The Board opened the sealed bid. The bid was submitted by Scott Jerauld for \$375. Selectman Chipman moved, seconded by Selectwoman Covey, to accept the bid. Motion passed, 3-0.
- 9. Policy Amendments:** The Board was presented with policy amendments regarding the paid leave policy and the holiday policy relating to firefighters. Selectman Chipman moved, seconded by Selectwoman Covey, to accept the policy amendments 21[see attached], with the parentheses crossed out in the paid leave policy. Motion passed, 3-0.
- 10. Letter of Support for Broadband Definition Change:** The Board was presented with a letter to request the Board's endorsement of changing the definition of Broadband from the Federal level of 25/3 mbps to 100/100 mbps and 50/10 in unserved/underserved areas. This change would not allow cable companies to call their internet service 'broadband internet' unless it met the mbps speeds previously listed. Selectman Chipman moved, seconded by Selectwoman Covey, to endorse the definition change. Motion passed, 3-0.
- 11. Accept Donations:** The Town has received the following donations: Elizabeth Muldoon, \$500 for heating; William Cheever \$1,000, heating, West Harpswell Baptist Church,

\$1,000 heating; Marguerite Kelly, \$150, Cliff Trail; Douglas Warren, \$250, Cliff Trail; Ned Simmons, \$50 Cliff Trail and \$100 for Heating; Scott Keller/Laurie Johnson, \$1,000 Cliff Trail; Eric Chown/Rachel Beane, \$250 Cliff Trail; Anonymous \$1,000 Cliff Trail. Donation totaled \$5,550. Chairman Johnson moved, seconded by Selectman Chipman, to accept the donations. Motion passed, 3-0.

12. Contract Amendment for Cundy's Harbor Library Deck/Ramp Project: The contract, with Maine Highlands Contracting, amount is decreased by \$7,857.48 as the site work contractor, R.A. Webber, will install the deck posts. The new contract amount is \$49,757. Selectman Chipman moved, seconded by Selectwoman Covey, to accept the Maine Highlands Contracting contract amendment. Motion passed, 3-0. Deputy Administrator Sawyer and the Board expressed their heartfelt gratitude to RA Webber and Sons for their work towards the library project.

13. Public Comment: None.

14. Other Business: Town Administration has begun the process of transitioning committee meetings back to in-person meetings. The Board reached consensus that it will begin meeting in-person on June 10, 2021.

15. Adjournment: The meeting was adjourned at 6:45pm without objection.

Respectfully Submitted,

Kayla Matthews
Recording Secretary

Attachments: Policy Amendments