

Selectmen's Meeting Minutes
May 31, 2018
Harpswell Town Office
Approved June 14, 2018

5:00pm The Board held a workshop regarding 2018 goals and objectives.

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: Terri Sawyer, Deputy Town Administrator; Mark Eyerman, Planner; Paul Plummer, Harbormaster; and Arthur Howe, III, Fire Administrator

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Chipman to approve the agenda as printed; passed 3-0.

2. Public Comment: None.

3. Selectmen's Announcements: None.

4. Town Administrator's Report: Deputy Administrator Sawyer recommended hiring Donnette Goodenow as a Cedar Beach monitor at \$11.54 per hour. Chairman Chipman moved, seconded by Selectman Johnson to hire Donnette Goodenow as outlined; motion passed 3-0. Deputy Administrator Sawyer reported that Administrator Eiane informed her that interviews of the three companies that responded to the Town's water tower removal project request for proposals are complete and staff will likely have a recommendation at the June 14 meeting. Absentee ballots are available at the Clerk's Office until June 7 for the June 12 vote including municipal, school and State referendums and State primaries.

5. Consent Agenda: Selectman Chipman moved, seconded by Selectman Johnson to approve the consent agenda [Judith Stanton's resignation from the Mitchell Field committee; appointed election workers for June 12, 2018: Sharon Oehmig, Linda Kreamer, Marolyn Bibber, Samuel Schwartz, Donnette Goodenow and Darlene Barnes; approved the road name High View Lane; approved warrant #22 in the amount of \$153,350.25, warrant #22a in an amount not to exceed \$1,444, payroll warrant #21 in the amount of \$19,491.20]; motion passed 3-0.

6. Amendment to Firefighter Pay Scale: Arthur Howe, III, Fire Administrator, reviewed the proposed change in the firefighter pay schedule to account for different certifications and how much time required for each one. Chairman Daniel asked if mandatory certifications were part of this schedule; Mr. Howe responded no and for example the emergency medication technician certification is required for a certain pay level. Mr. Howe proposed the firefighter's rates be adjusted two times a year (January 1 and July 1) based on the certifications and there is still a maximum pay of \$16/hour. There are currently 6 per diem firefighters and 4 in process. Chairman Daniel moved, seconded by Selectman Chipman to approve the revised pay schedule; motion passed 3-0.

7. Mitchell Field Pier Project Change Order(s): Barney Baker, Town's engineer for Mitchell Field Pier Demolition, reviewed the two proposed change orders in detail. Change order #8 has no effect on the contract price as it calls for substituting gravel material for processing and stock piling for future use such as repairing the small boat ramp area when it is removed versus rock material. Chairman Daniel moved, seconded by Selectman Chipman to approve change order #8 as presented; motion passed 3-0. Change order #9 has no effect on the contract price as it calls for filling in the former "skating rink" area with some of the pier fill, and loaming and seeding it. Selectman Chipman moved, seconded by Selectman Johnson to approve change order #9; motion passed 3-0. Chairman Daniel asked if more fill is needed to repair the causeway where the small boat basin was, is that a change order or within the contract. Mr. Baker responded those costs are in the contract and will change if good material is found.

8. Dredging Activity in the New Meadows River: Paul Plummer, Harbormaster, reported that Dan Devereaux, Brunswick Warden, is dealing with a single boat dragging through the intertidal zone in the New Meadows River. The boat should be in the subtidal zone and by going through the intertidal zone, a Town license is required. The wardens work at low tide, which makes it difficult to catch someone violating the rules at high tide. Mr. Plummer indicated the violator may come to Harpswell and other towns, therefore towns need to join together to stop the destruction in the intertidal area. Mr. Plummer asked for permission to join with West Bath and Brunswick to petition the Department of Marine Resources. Additionally in July this matter is on the DMR meeting agenda. Chairman Daniel indicated he would like to see the language first. Chairman Daniel moved, seconded by Selectman Johnson to allow Mr. Plummer to work on this matter; motion passed 3-0.

9. Use of Special Revenue Fund Carry Over: Judith Stanton, Community Garden Coordinator, explained the Board previously approved use of \$2,500 from carryover for the addition of a pressurized system at the Common Garden but since the quote, prices have increased above the volunteered labor. Ms. Stanton requested the Board approve an additional up to \$750 from the carryover to assure the common good garden is irrigated. Selectman Chipman moved, seconded by Selectman Johnson to approve the request; motion passed 3-0.

10. Establish a Work Group to Update Use of Firearms Ordinance: Deputy Administrator Sawyer stated the Town's Use of Firearms Ordinance was created almost 20 years ago and there have been questions about the language and how it can be enforced. It's time to review and update the ordinance and the Board could consider establishing a staff work group with perhaps the Town Administrator, Town Planner and Recycling Center/Transfer Station Manager. There are some policy questions such as should there be regulations regarding shooting ranges, target practice areas or should there be "no discharge areas" on some Town properties. Selectman Chipman stated there is a paragraph now about shooting ranges but it is not clear with the rimfire arms, black powder and shotgun limitations. Selectman Johnson suggested starting with the Sheriff's enforcement. Chairman Daniel stated it is worthy of review. Chairman Daniel moved, seconded by Selectman Chipman to approve the workgroup to form recommendations; motion passed 3-0.

11. Nominations to Maine Municipal Associations' Legislative Policy Committee: Deputy Administrator Sawyer stated Administrator Eiane has served on this Committee in the past and she would be willing to be nominated again. Deputy Administrator Sawyer received a call from the Town Manager of Freeport today and he is also interested and Harpswell and Freeport are in the same district. Harpswell has served for several terms and Administrator Eiane is willing to have Freeport serve. The Board agreed and did not nominate anyone so that Freeport could nominate its manager.

12. Public Comment: None.

13. Other Business: None.

14. Administrative Matters: Deputy Administrator Sawyer noted the Board needs to counter sign the MSAD 75 budget warrant.

15. Adjournment: At 6:47 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator