

Selectmen's Meeting Minutes
June 10, 2021
Harpswell Town Office
Approved June 24, 2021

At 5:00pm, the Board held a workshop to discuss 2021 goals and objectives. The workshop was broadcast on Channel 14, live streamed and on Facebook.

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, Selectman Jane G. Covey

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; and William Wells, Code Enforcement Officer

The meeting was broadcast on Channel 14, live streamed and on Facebook.

1. **Adoption of the Agenda:** The agenda was amended to include topic 10.5 memo from the Maine Municipal Association regarding LD1312. The agenda was accepted as amended.
2. **Public Comment:** Howard Marshall, chair of the Energy and Technology Committee, has been approached by the Natural Resources Council of Maine (NRCM) for the Town to support an infrastructure plan. The Committee and Board would like to learn about the infrastructure plan before deciding whether or not to support the plan. The Board may discuss this at the next Select Board meeting, even though any potential support would come after the NRCM's deadline.
3. **Selectmen's Announcements:** Selectman Chipman announced that he was happy to be able to meet in person due to those in attendance being vaccinated. Chipman also announced that there are many places to get vaccinated for those who have not yet done so.
4. **Town Administrator's Report:** Administrator Eiane announced that she too was pleased to be able to meet in person. The new mask policy at the Town Office is that masks are optional, but recommended for unvaccinated persons. Eiane also thanked the poll workers, the Town Clerk's Office and the voters that participated in this year's Town Meeting by referendum. The numbers were low, with approximately 240 voters, approximately 100 of which were absentee ballots. The Town is likely to receive around \$500,000 from the American Rescue Plan. Eiane summarized potential uses, limitations and deadlines for the money's use and asked the Board to think about a process to determine how the money should be used.
5. **Consent Agenda: 1. Approval of the Minutes, 2. Authorization of the Warrants:** Selectman Chipman moved, seconded by Selectwoman Covey, to accept the consent agenda [May 27 minutes; warrant #24 in the amount of \$137,925.79; warrant #24a in an amount not to exceed \$684 to record tax liens; and payroll warrant #23 in the amount of \$21,944.15]. Motion passed, 3-0. Selectman Chipman moved, seconded by Selectwoman Covey, to approve warrant 24b for the school district payment in the amount of \$718,382.83, which was not included in the initial consent agenda. Motion passed, 3-0.

6. Wharf Applications

- **Michael & Joy Michaud, 26 Stovers Ocean Ave, Map 16, Lot 418:** William Wells, Code Enforcement Officer introduced the proposed plans. Joe Leblanc, agent for the project was present for any questions. The project would be constructed of pressure treated wood 4'X50' access platforms and stairs; a 6'X70' pier with a 10'X10' rock-filled crib, a 3'X55' aluminum ramp with a PT wood 12'X24' float, plus 3'X16' aluminum access stairs to the beach. Chairman Johnson moved, seconded by Selectman Chipman, to approve the application as the Harbormaster indicates there is no hazard to navigation, no injury to the rights of others in relation to fishing, fowling or navigation. Motion passed, 3-0.
- **Brenda Kelshaw, 151 Wallace Shore Road, Map 53, Lot 51:** William Wells, Code Enforcement Officer introduced the proposed plans. Rodney Kelshaw, agent for the project was present for any questions. The project would be constructed to extend the existing wharf. To extend the walkway by six feet, replace the existing wooden ramp with a metal ramp and extend that by 16 feet, construct a floating 8'X8' landing and utilize the existing 12'X12' float. Chairman Johnson moved, seconded by Selectman Chipman, to approve the application as the Harbormaster indicates there is no hazard to navigation, no injury to the rights of others in relation to fishing, fowling or navigation. Motion passed, 3-0.
- **David Utzschneider, 23 Hog Tide Lane, Map 45, Lot 121:** William Wells, Code Enforcement Officer introduced the proposed plans. The project would be construction of 4'X30' stairs, 6'X12' fixed dock, 3'X40' seasonal ramp, 12'X20' seasonal float with moorings. Chairman Johnson moved, seconded by Selectman Chipman, to approve the application as the Harbormaster indicates there is no hazard to navigation, no injury to the rights of others in relation to fishing, fowling or navigation. Motion passed, 3-0.

7. Limited Overnight Parking Policy Form Mitchell Field Pilot Program: At the May 13, 2021 Select Board meeting, the Select Board requested further launch/parking fees research from surrounding communities before the Board would approve the pilot overnight parking program (June 15 – September 15). Staff recommends the following fee changes from the proposal dated April 14, 2021: Fees charged per vehicle per night: Individual Resident or Taxpayer: \$10.00; Individual Non-resident: \$20.00; Commercial Operator: \$35.00. Selectwoman Covey moved, seconded by Selectman Chipman, to approve the pilot program for overnight parking at Mitchell Field, with the following fee structure: Individual Resident or Taxpayer: \$10.00; Individual Non-resident: \$20.00; Commercial Operator: \$35.00. Motion passed, 3-0.

8. Capital Road Project Notice of Award: Administrator Eiane stated that at the June 8th Town Meeting vote, taxpayers approved the Capital Road Project. The Town had sent the project to bid, contingent upon Town approval. Selectman Chipman moved, seconded by Selectwoman Covey, to approve issuing the Notice of Award to Crooker Construction LLC for \$592,823.80 and Chairman Johnson to sign the document. Motion passed, 3-0.

9. Cumberland County Community Development Program

- **Award Letter for the Cundy's Harbor Library Project:** Deputy Town Administrator and Treasurer Terri Sawyer stated that the Town has been awarded \$46,820 in

Community Development Block Grant funds for Phase II of the Cundy's Harbor Library project. The contract will come back to the Board for approval.

- **TC Hafford Proposal for the Cundy's Harbor Library Project:** Sawyer requested that the Board approve authorizing Town Administrator Eiane to sign the TC Hafford proposal for \$4,485 to install a sump pump system, humidifier, and seal cracks in the basement of the Cundy's Harbor Library. Selectman Chipman moved, seconded by Selectwoman Covey, to authorize Eiane to sign the proposal. Motion passed, 3-0.
- **Cooperation Agreement:** Over the last 15 years, the Town has been part of the Cumberland County Community Development program. As part of this program, the Town has been awarded \$492,974 (including \$116,460 for the Cundy's Harbor Library) in grant funds for community development. This year, the Town's 3 year commitment will automatically renew, unless the Board wishes to withdraw. The Board agreed with the Town's Administration to continue to participate in the program.

10. Treasurer's Report: Treasurer Sawyer reviewed the financial position of the Town as of May 31, 2021. (Please see attached report.)

10.5 LD 1312: Selectwoman Covey reviewed a memo from the Maine Municipal Association outlining LD 1312, An Act to Remove Barriers to Accessory Dwelling Units and Allow Accessory Dwelling Units where Single-family Houses are Allowed. Covey presented fellow Board members with 10 areas of conflict that LD 1312 would have with Harpswell Town Ordinances. The memo pointed out that because the bill received unanimous support from the committee, LD 1312 would be presented to members of the House as part of the consent agenda, it would be supported without debate. The memo urged any municipalities with objections or concerns with LD 1312 to contact local representatives immediately to have this removed from the consent agenda to allow for discussion of the bill's impact on communities. Selectwoman Covey moved, seconded by Selectman Chipman, to authorize the Town Administrator to contact our Representative and Senator to encourage them to remove LD 1312 from the consent agenda to promote more discussion on the bill's impacts on communities. Motion passed, 3-0.

11. Public Comment: None.

12. Other Business: Sawyer stated that two Orr's Island Bridge leases require signatures, for Harold Maney and Scott Morgan. Selectman Chipman moved, seconded by Selectwoman Covey, to sign the leases. Motion passed, 3-0.

13. Adjournment: The meeting adjourned without objection at 6:55pm.

Respectfully Submitted,

Kayla Matthews
Recording Secretary

Attachments: May 2021 Treasurer's Report