

**Selectmen's Meeting Minutes**  
**June 20, 2019**  
**Harpswell Town Office**  
**Approved July 3, 2019**

At 5:00pm, the Board held a workshop regarding goals and objectives.

**Call to Order and Pledge of Allegiance:** The meeting was called to order at 6:00 p.m.

**Selectmen Present:** Chairman Kevin E. Johnson, David I. Chipman and Jane G. Covey

**Staff Present:** Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; Charles Perow, Recycling Center/Transfer Station Manager; Arthur Howe, III, Fire Administrator

**1. Adoption of the Agenda:** Chairman Johnson moved, seconded by Selectman Covey to adopt the agenda as printed; motion passed 3-0.

**2. Public Comment:** None.

**3. Selectmen's Announcements:** None.

**4. Town Administrator's Report:** Administrator Eiane stated Trek Across Maine travelled through Harpswell last Friday and there was a lot of concern about safety from drivers. She and Arthur Howe reached out to an organizer to ask if the organization decides in the future to come to Harpswell to let the Town know sooner so that the Town can plan ahead and get the word out earlier. The organizer is also seeking input from the cyclists about safety and the route. Administrator Eiane reported the Board previously supported the Merriconeag Grange's request to be entered into the Maine Historic Preservation Registry and it was entered into the Registry on May 23. Administrator Eiane reported the Board previously supported the Interstate Coop's application to Land for Maine's Future. The Town was informed that Interstate is a finalist and should be receiving funds to keep the property in commercial fishing use. On Monday, June 24 at the Town Office, the Red Cross is holding a blood drive from 8am – 1pm. The annual non-resident taxpayer meeting is scheduled for July 10 at 6:00pm at the Old Orr's Island Schoolhouse.

**5. Consent Agenda:** 1) **Approval of the Minutes;** 2) **Extension of Planner's Contract;** 3) **Authorization of the Warrants:** Selectman Chipman moved, seconded by Selectman Covey to approve the consent agenda [approved the June 6 minutes; extended Plan ME's contract for one-year; authorized warrant #25 in the amount of \$295,288.11, warrant #23a in the amount of \$1,936.50 and payroll warrant #24 in the amount of \$23,242.78]; motion passed 3-0.

**6. Removal of Abandoned Vessel Creating a Hazard to Public Health and Safety:** Deputy Administrator Sawyer reported the Harbormaster has been dealing with a vessel that was first a navigational hazard and then when it was brought to the Town landing off Hildreth Road, the vessel tipped over and leaked fluids. Numerous efforts were made to contact the owner of the vessel. The Harbormaster had the vessel towed to the Transfer Station on Tuesday and the owner will have to reimburse the Town for its costs prior to retrieving the vessel. The Harbor & Waterfront Ordinance allows the Harbormaster to act in cases where there is an immediate hazard to public health and safety. The Harbormaster seeks the Board's approval retroactively and approval to use marine hazard reserve funds to pay for the tow costs. Selectman Chipman so moved, seconded by Selectman Covey; motion passed 3-0. Charles Perow, Recycling Center/Transfer Station Manager, suggested that he and the Harbormaster work on a draft policy regarding storage fees and how long to store an item prior to disposing of it. The Board agreed for staff to draft a policy for review.

**7. Recycling Center and Transfer Station Material Removal Policy:** For the safety of staff and the public, Mr. Perow proposed implementing certain rules governing persons that remove items from the Transfer Station.

He reviewed the proposed rules. Selectman Chipman moved, seconded by Selectman Covey to approve the rules (attached) and to reference the rules in the Material Removal Policy; motion passed 3-0.

**8. Durable Medical Equipment Program:** Arthur Howe, III, stated the Town acquired some medical equipment from the Orr's/Bailey's Fire Department for use by those in need in the community. The equipment is stored at the generator building at Mitchell Field and Mr. Howe coordinates getting the equipment to a person upon request. Mr. Howe had prepared a description of the program and two release forms – one for accepting loaned equipment and one for loaning out equipment. The program is well known by Harpswell Aging at Home and CHANS which help to get the word out. Selectman Chipman moved, seconded by Selectman Covey to approve the program description and two release forms (attached); motion passed 3-0.

**9. Committee Appointments:** Selectman Chipman moved, seconded by Selectman Covey to appoint Wendell Cressey and Ashley Breton to the Marine Resource Committee; motion passed 3-0.

**10. Open Bids for Town Vehicle:** Administrator Eiane reported only one bid was received and it is from a Town employee. Article 72 on the March warrant allows the Board to sell items by public bid pursuant to restrictions but she is not aware that the Board has established any restrictions. The bid was opened and Selectman Chipman moved, seconded by Selectman Covey to accept the bid from William Wells for the 2006 Ford Escape in the amount of \$443; motion passed 3-0.

**11. Contracts with Gorrill Palmer and Midcoast Economic Development District Re: Sea Level Rise Project:** Administrator Eiane stated the Town received a grant from the Island Institute to further work on planning for sea level rise. The next step is to have Gorrill Palmer and Midcoast Economic Development District perform specific work outlined in the proposed agreement presented tonight. The grant has been extended to February 2020 as mobilizing interest from volunteers in the summer is difficult so the volunteer group will begin in the fall. Selectman Covey moved, seconded by Selectman Chipman to approve both agreements and authorize the Town Administrator to sign them; motion passed 3-0.

**12. Accept Donations:** Chairman Johnson moved, seconded by Selectman Covey to accept the following donations: Bandstand – Janis Coates \$200, Brackett Funeral Home \$200, Elizabeth Eiseman \$50, Candis Hine \$150, Nancy & Arnold Bennett \$50, Diane Marie Loughlin \$100, Karin Blake & Connie Tassanari \$50, Helen Norton \$1,000, donation box \$92; and \$250 from the Burbine Investment Trust in the amount of \$250 for the heating assistance program; motion passed 3-0.

**13. Public Comment:** None.

**14. Other Business:** None.

**15. Administrative Matters:** None.

**16. Adjournment:** At 6:40 p.m. the meeting was adjourned without objection.

Respectfully Submitted,

Terri-Lynn Sawyer  
Deputy Town Administrator

Attachments: Picker Rules  
Durable Medical Equipment Program and Release Forms