

Selectmen's Meeting Minutes
June 25, 2020
Harpswell Town Office
Approved July 9, 2020

Call to Order and Pledge of Allegiance: Meeting was called to order at 5:00pm.

Selectmen Present: Chairman Kevin E. Johnson, Selectman David I. Chipman, Selectman Jane Covey

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; Art Howe, Emergency Management Agent; Don Miskill, Mitchell Field Steward; Paul Plummer, Harbormaster; Bill Wells, Code Enforcement Agent.

1. **Adoption of the Agenda:** The agenda was amended, moving 'Accept Donation of Bench with Plaque for Mitchell Field' to just after 'Public Comment' topic.
2. **Public Comment:** None.
3. **Accept Donations of Bench with Plaque for Mitchell Field:** Mitchell Field Steward, Don Miskill, worked with members of the Phillips family regarding donating a bench in honor of Walter and Joan Philips – the plaque will read: "Walter "Doc" and Joan Phillips for their love of Harpswell and its natural beauty. January 17, 2020." The granite bench will be placed at Mitchell Field near the generator building. Selectman Chipman moved, seconded by Selectwoman Covey, to accept the Deed of Gift. Motion passed, 3-0.
4. **Selectmen's Announcements:** Selectman Chipman announced that channel 14's transmitter is fixed and operational. Selectwoman Covey read aloud the following statement: "We the Harpswell Board of Selectmen, were disappointed to learn that Eric Lusk, who we appointed to serve on the MSAD 75 School Board to represent Harpswell for three months, has chosen to use language we find to be insensitive and inappropriate when referring to the Coronavirus at a recent public meeting. As the elected municipal officers for the Town of Harpswell, we want to be on the record, that we do not condone the words used by Mr. Lusk in reference to the Coronavirus." Selectwoman Covey moved, second by Selectman Chipman, to adopt the prior statement. Motion passed, 3-0.
5. **Town Administrator's Report:** Administrator Eiane reminded residents who want an absentee ballot to contact the Town Clerk's Office. Over 900 absentee ballots have been mailed to date. This year's ballot has a state referendum, school ballot, municipal ballot and political party ballot. Residents who prefer to vote in person, can do so on July 14, 2020, at Harpswell Community School between 8:00a.m. and 8:00p.m. Voters are asked to wear a facial covering and maintain physical distancing. Selectwoman Covey reminded the public that any absentee ballots can be returned directly to the Town Clerk at the Town Office, Town Office drop box or mailed in.
6. **Consent Agenda: 1. Approval of the Minutes. 2. Authorization of the Warrants:** Selectman Chipman moved, seconded by Selectwoman Covey, to approve the consent agenda

[June 11 minutes; warrant #26 in the amount of \$254,244.19, payroll warrant #25 in the amount of \$23,022.20 and payroll warrant 25a in the amount of \$147]. Motion passed, 3-0.

7. **COVID-19 Update:** Administrator Eiane stated that the Town Office is now fully open under the guidelines (facial coverings and physical distancing). Residents no longer require appointments to visit the various offices, but may be asked to wait in line if the office is busy. The Town applied for a grant to fund COVID-19 awareness efforts, which includes more signage at public access points, hiring of additional staff to monitor local beaches, increased sanitizing routine of public portable toilets, and working with local businesses to make sure they are aware of guidelines to operate safely. The grant submission requested approximately \$20,000. If granted, Emergency Operations Agent Art Howe will be the point of contact, assisted by the Town Administrator, Deputy Town Administrator, Recreation Director, Harbormaster, and Deputy Harbormaster. Selectman Chipman moved, seconded by Selectwoman Covey, to retroactively approve the grant submission to June 22, 2020. Motion passed, 3-0. A brief discussion occurred about whether Town staff, while behind the glass barriers, would be required to wear a mask when interacting with the public. Administrator Eiane will review the CDC guidelines and this issue will come back to the Select Board for further discussion.

8. **Harpswell Marine Resources Committee's Limited Purpose Aquaculture (LPA) Application for Upweller Project in Card Cove:** Harbormaster Paul Plummer stated that the conditions in Card Cove would be conducive to successful aquaculture. The application, while being in the Marine Resource Committee's name, requires a responsible party to sign, as well as take a class in limited purpose aquaculture; with the Board's approval, Harbormaster Plummer would assume this role. The size of the float and area it moves over with tides, required two applications. Selectman Chipman moved, seconded by Selectwoman Covey, to authorize Harbormaster Paul Plummer to sign for and become the responsible party for the limited purpose aquaculture application(s). The Town had already received a grant for \$15,000 to begin the building process and has a permit to store the seeds until the upweller can be put in the water.

9. **Wharf Applications:**
 1. **Wild Harbor LLC Wharf Application: Map 3, Lot 101, 126 Hildreth Road.** Code Enforcement Agent Bill Wells stated that a wharf, measuring 6X8 ft. fixed dock, 3X50 ft. seasonal ramp, and 12X20 ft. seasonal float be built. Chairman Johnson moved 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, seconded by Selectman Chipman. Motion passed, 3-0.
 2. **Friends of Steamboat Wharf Lane, LLC: Map 22, Lot 96 Steamboat Wharf Lane:** Organization requests to add a 3X40 ft. seasonal ramp and 12X20 ft. seasonal float to an existing dock. A brief discussion about ways to minimize the environmental impact on local eel grass and size of wharf occurred. Chairman Johnson moved to approve the application, with condition that the ramp be constructed of light penetrating material, as the Harbormaster indicates, there is no hazard to navigation, no injury to the rights of others in relation to fishing, fowling or navigation, seconded by Selectwoman Covey. Motion passed, 3-0.

- 10. Appointments to the Canine Management Task Force:** Selectwoman Covey reviewed 9 applications from residents to be on the Canine Management Task Force. Selections were made based on several factors, some factors include: location of residence, length of residency, and dog ownership status. Selectwoman Covey moved, seconded by Selectman Chipman to appoint the following people to the Canine Management Task Force: Ned Simmons, from Great Island; Les Klein, from Harpswell Neck; Sheila Menair, from Great Island; and Robin Baron (alternate), from Harpswell Neck. These members will join the following representatives from several other Town committees: Frank Holdgate, from Town Lands; Tom Carr, from the Recreation Committee; and Lee Cheever, from the Mitchell Field Committee. Motion passed, 3-0. Selectman Chipman moved, seconded by Chairman Johnson, to appoint Selectwoman Covey as chairperson. Motion passed, 3-0. Animal Control Officer Gail Federico, will serve as ex-officio [voting member], and Kayla Matthews will serve as staff liaison from the Recreation Department.
- 11. Open Vehicle Bids:** The Select Board viewed bids for the vehicle that has been located out front of the Town Office. Selectman Chipman moved, seconded by Selectwoman Covey, to accept a bid for \$4,695 from R. Drew of Drew Industries in Richmond, Maine. Motion passed, 3-0.
- 12. Planning Services Contract Extension:** Administrator Eiane recommended we extend the contract with Mark Eyerman for planning services. Selectman Chipman moved, seconded by Selectwoman Covey, to extend the contract with Mark Eyerman for planning services for one year. Motion passed, 3-0.
- 13. Public Comment:** Harbormaster Plummer addressed the public, apologizing for misspeaking during the public hearing on June 18, 2020. If the map classification of waters passes at the July 14 town meeting, future changes will not require Town Meeting approval; changes will be vetted through the Harbor & Waterfront Committee and the Select Board.
- 14. Other Business:** None.
- 15. Administrative Matters: 1. Orr's Island Bridge Leases.** Deputy Administrator Sawyer stated that each year, the six wharves at the Orr's Island Bridge must renew their leases. The Town has received three of the six so far.
- 16. Adjournment:** The meeting adjourned at approximately 6:11 p.m. with no objections.

Respectfully Submitted,

Kayla Matthews
Recording Secretary