

Selectmen's Meeting Minutes
July 8, 2021
Harpswell Town Office
Approved July 22, 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, Selectman Jane G. Covey

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator and Treasurer; and Tim Clark, Code Enforcement Officer

1. **Adoption of the Agenda:** The agenda was amended to include a personnel matter under Topic 17: Other Business. The agenda was accepted as amended.
2. **Recognize Student Artists:** The Select Board and Town Administration recognized the student artists who submitted art work for the Town Report cover. Chairman Johnson presented each artist, whose work was published, a framed copy of the Town Report cover. Student Artists: Gavin M, Maya W, Lila L, Luke L, Ryan C, and Gabriel C.
3. **Public Comment:** None.
4. **Selectmen's Announcements:** None.
5. **Town Administrator's Report:** Administrator Eiane thanked each of the students who submitted artwork for the Town report cover. Eiane stated that the artwork was very uplifting to residents and the Town has received many compliments on the art. The student's artwork is on display at the Town Office near the Tax Collector's window. Eiane reported that there are new picnic tables and a tree at Mackerel Cove; Eiane thanked the donor, the late Pat Robinson. The Tide Mill Cove improvement project is completed, including granite stairs and a kayak/small boat launch. Eiane also stated that as of August 1st, a new policy will go into effect regarding virtual attendance of government meetings by members and the public. A formal policy recommendation will be presented to the Board in upcoming weeks. The Town Administrator and Road Commissioner met with Crooker and the Town Engineer consultation to discuss the start date for the Capital Roads Project. Construction on Grover Lane & Gurnet Landing will begin in a couple of weeks. The exact start date will be posted soon.
6. **Consent Agenda: 1. Approval of the Minutes; 2. Road Name; 3. Committee Appointments; 4. Authorization of the Warrants.** Selectman Chipman moved, seconded by Selectwoman Covey, to appoint Marge Webster Warren as an associate member of the Recycling Committee. Motion passed, 3-0. Selectman Chipman moved, seconded by Selectwoman Covey, to accept the consent agenda [1. Amended minutes; 2. Road Name of Willow's Way; 3. The following Committee Appointments: Peter Vincent, Emergency Vehicle Committee; Sean Hall, Associate of Marine Resources Committee, David Hunter, Marine Resources Committee; Richard Meisenbach, bandstand Committee; John Monaghan Jr, Energy and Technology Committee; David Morton, Town Lands Steward; Paul Standridge, Planning Board; Paul Standridge, Town Lands and Town Steward; Walter Moody Jr, Marine Resources Committee; 4. Authorization of warrant #28 in the amount of \$946,821.74 and payroll warrant #28 in the amount of \$23,074.58.] Motion passed, 3-0.

7. Wharf Applications:

- **Alex Darcy & Sarah Sulzner, Map 65, Lot 15, 20 West Cundy's Point:** Tim Clark, Code Enforcement Officer, described the project as a seasonal dock consisting of a 3'X45' ramp and a 10'X18' float. The dock will provide recreational water access to Ridley Cove and all structures will be hauled off-site and stored in an upland location during the off-season. 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.
- **Linda Collier and Michael Donigan, Map 52, Lot 170, Long Island Road:** Tim Clark, Code Enforcement Officer, described the project as a dock consisting of a 4'X4' landing, a set of 4'X16' stairs, a 6'X25' pier, a 3'X30' ramp and a 10'X12' float. The dock will provide recreational water access to the New Meadows River as well as access to the applicant's residents on Long Island from the mainland. 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.

8. Holding Tank Application, Tax Map 31, Lot 47: This application proposes to replace a failing pit privy/sink drain for a structure used seasonally and the water source is hand carried (no pressurized water). Selectman Chipman moved, seconded by Selectwoman Covey, to approve the application with the condition that the property remain seasonal and hand-carried water supply and that the applicant record the Holding Tank Deed Covenant with these conditions. Motion passed, 3-0.

9. Sole Source Recommendation for Paving at Transfer Station: Administrator Eiane shared a memo submitted by Transfer Station Manager Chuck Perow recommending sole sourcing with Aceto and Sons to pave a deteriorated section of pavement at the transfer station. Perow has had difficulty finding a contractor for such a small project. Selectman Chipman moved, seconded by Selectwoman Covey, to sole source the paving project with Aceto and Sons [estimated cost is \$7,920]. Motion passed, 3-0.

10. Cumberland County Contracts: Administrator Eiane briefly summarized the few changes in the contracts, which included some hours of coverage and vehicle purchases.

- **Law Enforcement:** Selectman Chipman moved, seconded by Selectwoman Covey, to renew the contract with Cumberland County Sheriff's office for Law Enforcement Services, authorizing Chairman Johnson to sign the contract. Motion passed, 3-0.
- **Marine Patrol:** Selectman Chipman moved, seconded by Selectwoman Covey, to renew the contract with Cumberland County Sheriff's office for Marine Patrol Services, authorizing Chairman Johnson to sign the contract. Motion passed, 3-0.
- **Cundy's Harbor Library Phase II Grant:** Selectman Chipman moved, seconded by Selectwoman Covey, to enter into the grant contract with Cumberland County for \$46,820, authorizing Administrator Eiane to sign the contract. Motion passed, 3-0.

11. Dinghy Rack(s) Plan Including Fees: Administrator Eiane summarized the recommendation from the Mitchell Field Waterfront Work Group to consider providing storage for eight dinghies at Mitchell Field. A fee of \$50 per dinghy was considered. The Board required that all dinghies be removed by November 1st. Selectman Chipman moved, seconded by

Selectwoman Covey, to approve the dinghy storage construction and implement a \$50 fee per year. Motion passed, 3-0.

12. Central Maine Power Easement RE: Blue Sky Cell Tower: Selectman Chipman moved, seconded by Selectwoman Covey, to execute the easement with Central Maine Power to run utilities to Blue Sky Tower. Motion passed, 3-0.

13. Gorrill Palmer Construction Monitoring Services for Recycling Center Project: Administrator Eiane reviewed the services agreement for Gorrill Palmer to oversee Phase I of the Recycling Center construction project. The fee for these services will not exceed \$5,000. Selectman Chipman moved, seconded by Selectwoman Covey, to authorize Gorrill Palmer to oversee Phase I of the Recycling Center project. Motion passed, 3-0.

14. Accept Donations: Chairman Johnson read aloud the numerous donations for Cliff Trail and Bandstand. (See attached list of donations.) Chairman Johnson moved, seconded by Selectman Chipman, to accept the donations totaling \$8,625.75. Motion passed, 3-0.

15. Treasurer's Report: Treasurer Terri Sawyer reported on the Town's finances as of June 30, 2021. (See attached Treasurer's Report)

16. Public Comment: None.

17. Other Business

- **Personnel Matter:** Selectman Chipman moved, seconded by Selectwoman Covey, to authorize a 2.5% raise for the Town Administrator. Motion passed, 3-0.
- **Orr's Island Lease:** Selectman Chipman moved, seconded by Selectwoman Covey, to authorize the Orr's Island Bridge lease for James Morgan. Motion passed, 3-0.

18. Adjournment: The meeting was adjourned at 6:50pm without objection.

Respectfully Submitted,

Kayla Matthews
Recording Secretary

Attachments: Donor list
 Treasurer's report