

Selectmen's Meeting Minutes
July 20, 2017
Harpswell Town Office
Approved August 17, 2017

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: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; and Marguerite Kelly, Treasurer

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Chipman, to adopt the agenda as amended by removing item 7 and replacing it with Flood Maps Appeal; motion passed 3-0.

2. Public Comment: None.

3. Selectmen's Announcements: Selectman Chipman stated that Harpswell Community Broadcasting is broadcasting live over the internet and should be back on the air soon as the server replacement is on the way.

4. Town Administrator's Report: Administrator Eiane reported the Road Commissioner has been working on having certain Town areas striped and the contractor has been behind. Some painting is scheduled to begin this Tuesday. Administrator Eiane stated she is working on scheduling a workshop with the State Department of Marine Resources (DMR), Marine Resources Committee Chair and others to better understand the DMR water quality program and what the Town can do to augment it. She will keep the Board informed.

5. Consent Agenda: Selectmen Chipman moved, seconded by Chairman Daniel to approve the consent agenda [July 6 minutes; appointed Arthur Howe III as Fire Warden from August 1, 2017 to April 30, 2018; an amendment to the cell phone use policy; accepted Alison Hawkes resignation from the Harbor & Waterfront Committee; authorization of warrant 29 in the amount of \$166,736.01, warrant 29a in the amount of \$34,191.62, warrant 2 relating to the pier demolition project in the amount of \$27,228.60 and payroll warrant 29 in the amount of \$16,971.80]; motion passed 3-0.

6. Treasurer's Report: Marguerite Kelly, Treasurer, reviewed her monthly report for June (attached). Ms. Kelly stated she believes the staff's recommendation regarding funding the pier demolition project will be to undertake a short term borrowing in anticipation of a bond in May of 2018.

7. Enforcement Matter for 28 Ledgemere, Orr's Island, Map 34, Lot 132: Removed.

7. Appeal of Federal Emergency Management Agency's (FEMA) Flood Maps: Administrator Eiane stated the Board held a workshop yesterday with Fred Cantu, Code Enforcement Officer, Jim Nadeau, of Nadeau Surveying, and Nate Dill of Ransom Environmental regarding the Federal Emergency Management Agency (FEMA) draft flood maps. Ransom Environmental has proposed a multi-community phase I step to create new modeling at a total cost of \$210,000. If 7 communities join, Harpswell's cost will be \$30,000; if only 6 do, the cost will be \$35,000; and if 5 do, the cost will be \$42,000. The Town has \$55,000 budgeted for flood plain mapping matters. The Board discussed the importance of having the maps correct given the Town's amount of shoreline and what level the Town should contribute. Selectman Chipman moved, seconded by Selectman Johnson to join phase I at a maximum cost of \$30,000 based on 7 communities participating; motion passed 3-0.

8. Cumberland County Development Block Grant Contract for Harpswell Aging at Home Repairs with Habitat for Humanity: Deputy Administrator Sawyer reported the Town was awarded a grant for \$61,950 for repairs/improvements to homes of residents over 60 to allow them to age in their homes. Habitat for Humanity (HFH) will manage the program and the Town will seek reimbursement from the County on HFH's behalf. Selectman Chipman asked about the audit requirements in the contract; Deputy Administrator Sawyer responded

the Town does provide its auditors with grant agreements and an accounting of the expenditures. Additionally, the County will want to receive a copy of HFH's annual audit financial statements. Deputy Administrator Sawyer stated the Town is accepting applications and she encouraged listeners to call and spread the word to their neighbors and others in need of repairs. Selectman Chipman moved, seconded by Selectman Johnson to approve the contract; motion passed 3-0.

10. Open Bids for Parking Area on Washington Avenue, Bailey Island: The following bids were opened: Goodall Landscaping \$3,600, Ray Labbe & Sons, Inc. \$7,395, and Crooker Construction \$15,000. The bids were referred to staff for review.

11. Contract with George's Painting for Painting the Exterior of the Town Office: Administrator Eiane reported there was only one bid in response to the Town's request for proposals for this project which was George's Painting. The contractor expects to perform the scope of work in August at a cost of \$16,900. Bill Wells, Town's caretaker, will be responsible for overseeing the project. Selectman Johnson stated the contractor has done work for him in the past and he would recommend him. Selectman Johnson moved, seconded by Selectman Chipman to approve the contract with George's Painting based on the specifications; motion passed 3-0.

9. 6:30 pm Public Hearing Re: Bethel Point Town Landing Parking Ordinance Amendments: Chairman Daniel opened the hearing at 6:30pm. Terry Dutton asked the status of allowing him to continue to park near the landing on the west side. Chairman Daniel stated the property owner, John Eastman, [whose land Mr. Dutton partially parks on] was not willing to give permission in writing and since the last meeting the Town has been informed it cannot reserve one spot for one individual. The current Ordinance prohibits parking on the west side and the proposed amendments do not change that. However, Chairman Daniel encouraged Mr. Dutton to obtain a permit as a property owner. The Board discussed the matter with Mr. Dutton. Deputy Administrator Sawyer reviewed the Town Lands Committee's recommendation to continue to offer permits for island property owners, temporary permits and to add some spaces as permit free parking. The Committee recommends the non-permit parking spaces be located toward the landing and the permitted areas behind that. Mr. Dutton disagreed with that recommendation stating property owners should be closest. Sheila Pulver stated trailers do park in the parking areas even though they are not allowed and encouraged the Board to contact commercial seaweed harvesters in an attempt to avoid an issue. Ms. Pulver stated when the spaces are full, people park further up the road on the corner and that area should be marked no parking. Administrator Eiane responded it could be measured and considered. Chairman Daniel closed the hearing at 6:55pm. Selectman Chipman asked if the proposed waiver fee of \$25 in Section 7.I is in addition to the \$50 fine. The Board discussed the language and struck two sentences. The Board discussed trailers and agreed trailers could park at the neighboring boatyard. Chairman Daniel moved, seconded by Selectman Chipman to adopt the amended ordinance with the change in 7.I; motion passed 3-0. Selectman Chipman moved, seconded by Selectman Johnson to designate the 7 property owner permit spaces near the landing after the handicap space; motion passed 3-0.

12. Accept Donations: Chairman Daniel moved, seconded by Selectman Chipman to accept the following donations: summer swim parent donation for the summer swim program \$35.04, bandstand donation box \$71 and \$69, Delsa Wilson \$100 and Linda Clement \$50 both for the Bandstand fund; motion passed 3-0.

13. Maine Municipal Association Annual Election: Selectman Chipman moved, seconded by Chairman Daniel to complete the MMA Voting Ballot as presented; motion passed 3-0.

14. Public Comment: None.

15. Other Business: Chairman Daniel stated he wants to consider holding a workshop with the Harpswell Business Association, Code Office and the Planning Board regarding AirBnB in Harpswell. There have been

some concerns about the rentals and at the same time consideration should be given to the property owner's rights.

16. Administrative Matters: Local Road Assistance Program Certification: Deputy Administrator Sawyer reviewed the annual Maine Department of Transportation local road assistance program certification form and the Board agreed to sign it. Administrator Eiane reported Crooker Construction is preparing a proposal for the Board's consideration for a capital road project on Oceanside Road. The Town engineers will provide peer review services. This topic will be on the Board's next agenda.

17. Adjournment: At 7:10p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Attachments: Treasurer's Report
Bethel Point Town Landing Parking Ordinance amendments