

Selectmen's Meeting Minutes
August 9, 2018
Harpswell Town Office
Approved October 4, 2018

At 5:00pm the Board attended a workshop regarding updating the Firearms Ordinance. The Board recessed at 5:40pm.

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; Marguerite Kelly, Treasurer; and Fred Cantu, Code Enforcement Officer

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Chipman, to adopt the agenda as amended by discussing Federal Emergency Management Agency matters under 6.5; motion passed 3-0.

2. Public Comment: None.

3. Selectmen's Announcements: None.

4. Town Administrator's Report: Administrator Eiane stated there was a recent report by the Public Utilities Commission regarding Central Maine Power's (CMP) reaction to the October storm that states the response was reasonable. Communication needs to be improved and CMP's parent company mentioned it will invest in infrastructure to improve reliability. Administrator Eiane suggested the Town send a letter regarding placing the wires under the Cribstone Bridge. The Board agreed to have staff send a letter. Administrator Eiane stated the Recycling Center/Transfer Station is short on staff and as such will close daily next week from 12 noon to 1pm from Tuesday through Friday. The Town Clerk mentioned any secret ballot question for November has to be to the Clerk by September 7.

5. Consent Agenda: Selectman Chipman moved, seconded by Selectman Johnson to approve the consent agenda [appointed Zachary Stoler to the Emergency Vehicles Committee; and approved warrant #32 in the amount of \$843,542.56 and payroll warrant #31 in the amount of \$19,803.12]; motion passed 3-0

6. Treasurer's Report: Marguerite Kelly, Treasurer, reviewed her monthly report for July (attached).

6.5. Federal Emergency Management Agency update: Fred Cantu, Code Enforcement Officer, stated the Board previously approved certain work with Ransom Consulting relating to the proposed new Federal Emergency Management Agency (FEMA) flood maps. Phase 1 has been completed and phase 2 was not to exceed \$70,000. The Town may need to reduce a few of the 14 transects to meet the 90-day appeal period. Chairman Daniel asked if any other municipalities have joined the appeal; Mr. Cantu responded no which may be a good thing as that could jeopardize the 90-day appeal time. Selectman Chipman moved, seconded by Selectman Johnson to proceed with Phase 2 in an amount not to exceed \$70,000; motion passed 3-0. FEMA will accept scientific data during the 90-days, then FEMA has 6 months to review the data and decide what, if any, will be accepted before issuing the final maps. The Town then has to vote on the maps, which will become effective 3 months later. The Town plans to send letters during the appeal period to property owners informing them on whether their Letter of Map Amendments or Revisions plans to remain valid with the new maps.

7. Mitchell Field Matters

- **Planner's Update:** Mark Eyerman, Planner, stated the seabed survey results are due soon. The contract calls for dragging the seabed and Reed and Reed suggests not doing as it was dragged with a bucket and the marine life has already moved in. Selectman Chipman moved, seconded by Selectman Johnson to remove that contract requirement; motion passed 3-0. Chairman Daniel asked who will give final

approval for the seabed; Mr. Eyerman responded there is no requirement in the permits for a final approval but Barney Baker will conduct a final review to make sure no obstacles, etc.

Mr. Eyerman reported that Reed & Reed has completed its work on site with the remaining work to be done by the sub-contractor for about 1 – 1.5 months. He asked if the Board was comfortable with the sub-contractor remaining on site without Reed & Reed; the Board agreed it was fine.

Mr. Eyerman reviewed the remaining open projects and possible change orders. The bulkhead at the end of the causeway should have some work done to it based on its condition – primarily a new cap. The elevation difference from the cap to the rip rap would be about 1-foot and the bulkhead is planned to be the connector for a future pier. The estimated cost to tear down and rebuild the bulkhead and cap is about \$4,900. The Board agreed to have a change order prepared for consideration. The contract calls for leaving large boulders at the end of the causeway to stop vehicles from driving off the edge and Mr. Eyerman asked if the Board wanted to consider using four salvaged bollards. The bollards could be secured to concrete bases for about \$6,500. Since there is \$1,500 budgeted in the contract for the boulders, a change order would be necessary for about \$5,000. The Board thought that was too much and agreed to proceed with boulders.

Mr. Eyerman stated a about 18 months ago, the Board authorized applying for a Department of Transportation (DOT) Small Harbor Improvement Plan (SHIP) grant for the construction of a replacement pier facility, which would cost about \$320,000. The DOT placed the project in the queue for funding in 2019. DOT recently asked if the Town remains ready to proceed. Jane Covey, Mitchell Field Committee Chair, stated after meeting with other committees and hearing from the public, the Committee understands that the boat launch is a priority over the replacement pier. DOT will not allow the boat launch to replace the pier project. Ms. Covey suggested delaying the pier replacement project until 2020 and to submit an application for the boat launch for funding in 2021. The Committee is working with the Maine Coast Fishermen's Association on a survey to obtain more public input. Chairman Daniel moved, seconded by Selectman Chipman to authorize the planner to inform DOT to delay the pier project until 2020 and to obtain updated boat launch costs to submit to DOT by 8/31/18; motion passed 3-0. Baker Design Consultants updated the launch costs two years ago and another update will not take long – the associated fee can come from the Planner's budget. Selectman Johnson expressed concerns about the costs of the proposed pier replacement with a 80-foot ramp.

- **Mitchell Field Pier Demolition Project Payment Requisition and Warrant:** Mr. Eyerman reviewed requisition #10. Selectman Chipman moved, seconded by Selectman Johnson to approve requisition #10 in the amount of \$281,957.17 [and pier warrant #16 in the amount of \$282,647.17 (including a payment to Plan ME)]; motion passed 3-0.
- **Accept Float Under Acceptance of Gifts Ordinance:** Jane Covey, Mitchell Field Committee Chair, stated Don Miskell had contacted the owner of the Salt Cod Café who is willing to donate the float in the pictures to the Town for use at Mitchell Field. The Harbormaster looked at it and determined it is functional for a swimmers float. Selectman Chipman moved, seconded by Selectman Johnson to accept the float with thanks; motion passed 3-0. The ladder from the previous float will be installed on the new float.

8. Harpswell Community Garden Request for Irrigation Supplies: Jane Covey stated the Town, through the Garden volunteers, had applied for and received a drip irrigation system for the common garden section of the garden from Johnny Seeds. More equipment is needed to irrigate the raised beds section. The request is similar to the prior request. The Garden has a new well pump, tank and runs off of solar power. Selectman Chipman moved, seconded by Selectman Johnson to approve submitting the request; motion passed 3-0.

9. 6-Month Extension to Harpswell Community Broadcast Corporation Agreement: Administrator Eiane stated the 10-year agreement with Harpswell Community Broadcast Corporation will expire soon. She has been in touch with the Manager, Donna Frisoli, and they both agree a 6-month extension could give each party time to prepare for a new agreement. Administrator Eiane welcomed the Board's input and asked if the Agreement should be send to any committees. Selectman Johnson moved, seconded by Chairman Daniel to authorize a 6-month extension; motion passed 3-0.

10. Accept Donations: Chairman Daniel moved, seconded by Selectman Chipman to accept the following donations for the Bandstand fund: Raymond Forgit Trust \$100 and \$449 from the donation box at three concerts; motion passed 3-0.

11. Public Comment: None.

12. Other Business: None.

13. Administrative Matters: The Board signed an Orr's Island Bridge lease agreement with James Morgan.

14. Adjournment: At 6:58 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Attachments: Treasurer's Report