

Selectmen's Meeting Minutes
August 20, 2015
Harpswell Town Office
Approved on September 3, 2015

At 5:00pm, the Board held a workshop with the Road Commissioner regarding the issues with speed limits and speed bumps. The Board recessed at 5:55pm.

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

Selectmen Present: Richard A. Daniel, Elinor Multer and Kevin E. Johnson

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; Charles Perow, Recycling Center Manager; and Fred Cantu, Code Enforcement Officer

The meeting was recorded and broadcast live on Harpswell Community Television and streamed.

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Multer to adopt the agenda as amended by adding committee appointments and resignation as 8.5; motion passed 3-0.

2. Public Comment: None.

3. Town Administrator's Report: Administrator Eiane reported she had a progress meeting with Coastal Trans. on Wednesday. Since the inception of the Town's public transportation route at the end of May, there have been 33 riders. To increase ridership, Coastal Trans agreed to offer deviated stops, which allows scheduled pickups within three quarters of a mile of an existing stop on the route. People interested in scheduling a pickup must call 24 hours in advance and can call the Town Office for more information. Also the Town wants to hear from those who need assistance to get to the bus stops as the Town can work with other entities to help get people to the stops. Administrator Eiane reported the Town received a worker's compensation refund in the amount of \$859 due to fewer injuries in the Maine Municipal Association insurance pool. Administrator Eiane stated there was a letter to the editor complimenting the Harpswell Neck Fire & Rescue for its assistance and professionalism in responding to a passenger on the ferry boat whom rescue personnel met at the Dolphin Marina.

4. Selectmen's Announcements: Chairman Daniel stated at the last meeting he provided an update regarding the former Etnier property matter and due to audio issues, he will provide the update again. Chairman Daniel stated the Board met in executive session with the Town Attorney to discuss the matter. The Attorney advised that the Planning Board had a right to appeal but it would be an uphill battle and if successful, the Town would be exposed to a law suit from the new owners. Additionally, the Board held a workshop this week with the Code Officer and Planning Board Chair to discuss how to prevent this situation from happening again and possible ordinance amendments were discussed. Public hearings will be held regarding the ordinance amendments.

5. Consent Agenda: Chairman Daniel moved, seconded by Selectman Multer to approve the consent agenda [July 23 minutes; authorization of warrant #35 in the amount of \$194,619.33 and payroll warrant #34 in the amount of \$14,976.34 and 34a in the amount of \$119.63]; motion passed 3-0.

6. Lee Cuba & Patricia Ewick Wharf Application, Map 52, Lot 116, 41 Laurel Pt. Circle: Fred Cantu, Alternate Code Enforcement Officer, stated the Code Office has reviewed this proposal and introduced Joe Leblanc to review the details. Mr. Leblanc, applicant's representative, stated there was a former system that was removed by ice. To resolve the potential ice issues, the new system (6'x12' pier, 3'x32' seasonal ramp, 10'x16' float and flip up storage frame) will be raised above the rocks. Chairman Daniel moved, seconded by Selectman Johnson to approve the application as the Harbormaster indicates there is no hazard to navigation and there is no injury to the rights of others; motion passed 3-0.

7. Consider Request for Proposals for Wood Grinding: Chuck Perow, Recycling Center Manager, stated this is an annual request to send out a request for proposal to grind the Town's demolition wood debris and brush. The contractor for the last two years has been Marshall Grinding. The contractor removed the material offsite and was responsible for the testing and disposal. Chairman Daniel asked if the Town has ever failed a test; Deputy Administrator Sawyer responded "yes a few years ago but since then the managers have taken steps to assure pressure treated wood is kept separate." Chairman Daniel moved, seconded by Selectman Johnson to authorize the Manager to proceed with the request for proposals; motion passed 3-0. Mr. Perow announced the Transfer Station will be closed on September 1 for the scale replacement and the Recycling Center will remain open.

8. Marine Resources Matters: Darcie Couture, Town Marine Resources Coordinator, provided an update on the projects she has been working on (see attached report).

8.5: Committee Appointments and Resignation: Selectman Johnson recommended the Board accept Connie Bernier's resignation from the Marine Resources Committee and appoint Michael Bernier, Sr. and Justin Farmer to the Marine Resources Committee. Selectman Multer so moved, seconded by Chairman Daniel; motion passed 3-0.

9. Harpswell at Home Requests

- **Appoint Member of the Board of Selectmen to Serve on Steering Committee:** David Brown, representing the Harpswell at Home Steering Committee, asked that a Selectman join the Steering Committee as a non-voting member. Chairman Daniel agreed to be a member.
- **Consider Being a Fiscal Agent:** Mr. Brown stated the group is looking to generate grant funding to assess the needs of the aging and asked if the Town would consider being its fiscal agent. Administrator Eiane stated Maine Municipal Association advises a Town Meeting vote would be required to do so. She suggested maybe some other entity could be the group's fiscal agent such as Senior Spectrum. Additionally if the funds were to flow through the Town, the Town may establish a Town committee and desire more control. Administrator Eiane asked if the group anticipated seeking funds from the Town. Mr. Brown responded "no, just grant funding." He stated for the short term the group would seek some other entity as fiscal agent and see where things go in the future.

10. Request for Bids for Electrical Equipment: Deputy Administrator Sawyer stated this past summer Bandstand volunteers replaced the power inverter at the bandstand with a larger one. The Bandstand Committee recommends sending out the prior inverter for public bid with a minimum of \$225. Chairman Daniel moved, seconded by Selectman Multer to send out the request for bids; motion passed 3-0.

11. Resident Guide and Welcome Letter: Administrator Eiane stated the Conservation Commission developed the Resident's Guide and proposes the Guide and a welcome letter be mailed to new residents on a monthly basis. Chairman Daniel asked what it would cost; Deputy Administrator Sawyer responded less than a dollar per package at approximately 30 per month and there is funding in the committee's budget. Chairman Daniel moved, seconded by Selectman Multer, to authorize the monthly mailing; motion passed 3-0.

12. Accept Easement Deeds Re: Long Point Road: Administrator Eiane stated as part of the Long Point Road stabilization project, construction and maintenance easements are needed from a couple of other property owners. Robert & Sheila Venard have signed one and at least two heirs of the Clayton Dunning property have also. A third heir came in today and signed an easement that will be on the Board's next meeting. Administrator Eiane stated she will check to be sure that proceeding with the majority of the heirs is sufficient evidence of right, title or interest to apply for State permits. Selectman Multer moved, seconded by Selectman Johnson to accept the two easement deeds; motion passed 3-0.

13. Consider Recommendation and Contract for Parking Area at Hildreth Road Landing: Deputy Administrator Sawyer reported two bids were received: Ray Labbe & Sons \$10,850 and Crooker Construction for \$12,500. She recommended the Board authorize a contract with Ray Labbe & Sons to create the parking. Chairman Daniel so moved, seconded by Selectmen Johnson; motion passed 3-0.

14. Accept Donations: Chairman Daniel moved, seconded by Selectman Multer to accept donations: for the bandstand fund: Barbara White \$25, Bandstand donation box \$78, Kathleen O'Donnell & Bill Berequist \$50, Karin Blake & Connie Tassinari \$100, James & Winnie Chan \$100, Bandstand donation box \$70, Ruth Green \$25; and \$200 from the Elijah Kellogg Church for food cards; motion passed 3-0.

15. Consider Letter of Support for Federal Legislation Entitled "Waterfront Community Revitalization & Resiliency Act": Chairman Daniel stated he asked for this to be on the agenda to gather thoughts from his colleagues on this matter. He believes this legislation fits in with Harpswell and suggests supporting it. Selectman Multer asked Administrator Eiane to contact the Senator's Office to find out the best way to support it and come back to the Board.

16. Other Business: None.

17. Public Comment: None.

18. Administrative Matters: Deputy Administrator Sawyer asked the Board to approve a purchase order to purchase five computers totaling \$3,392.55. Chairman Daniel moved, seconded by Selectman Johnson to sign the purchase order; motion passed 3-0. Administrator Eiane stated the Board wanted to meet with the Mitchell Field Committee at its next meeting but she asked if the Board preferred to hold a separate meeting. Chairman Daniel stated he spoke with John D'Anieri and he will come before the Board on September 17 to present a proposal regarding Mitchell Field and suggested meeting after that. The Board scheduled September 24 at 4:00pm.

19. Adjournment: At 6:57 p.m., the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Attachments: Marine Resources Coordinator Report
[Attachments are available at the Town Clerk's Office or by email at harpswell@town.harpswell.me.us]