

Selectmen's Meeting Minutes
September 29, 2022
Harpswell Town Office
Approved 10-13-22

Call to Order and Pledge of Allegiance: Meeting was called to order at 6:00 pm.

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

Staff Present: Terri Gaudet, Deputy Town Administrator & Treasurer, Art Howe, Fire Administrator

1. **Adoption of the Agenda:** The agenda was adopted as written.
2. **Public Comment:** None
3. **Selectmen's Announcements:** Chairman Johnson announced that the Department of Marine Resources (DMR) was opening a large number of flats thanks to the efforts of the Harbormaster and the Shellfish Wardens with water testing.
4. **Town Administrator's Report:** Deputy Administrator Gaudet announced that Absentee Ballots for the November 8 election would be available October 11, 2022, or sooner.
5. **Consent Agenda: 1) Approval of the Minutes 2) Committee Appointments and Resignation; 3) Authorization of the Warrants.** The Board removed the Board of Appeals appointment as not all the applications were provided. Selectman Chipman moved, seconded by Selectman Covey to accept the consent agenda. [1) Minutes 9-15-2022. 2) Appointments: Robert Biggs and Mary Nehf, Bandstand Committee; Paul Feiss, Town Lands Committee. Resignation: Ellen Lebauer, Board of Appeals. 3) Warrant #39 in the amount of \$234,995.61, and payroll warrant #38 in the amount of \$25,359.12]. Motion passed 3-0.
6. **MSAD 75 Superintendent:** Steve Connolly, Superintendent of Schools, MSAD 75, is newly hired and introduced himself to the Board. He spoke about staffing shortages and asked anyone who was interested in driving a bus or paraprofessional positions should contact him. He asked the Board to complete a brief survey, which he will provide, and said he looked forward to working with them.
7. **Adoption of a Joint Statement RE: Status of Lease of Part B at Mitchell Field:** Town Planner, Mark Eyerma reported that Running Tide was not prepared at present to lease Parcel B at Mitchell Field. This proposed joint statement extends the option to Lease parcel B until September 30, 2023. Selectman Covey moved, seconded by Selectman Chipman to adopt the Joint Statement of the Board and Running Tide (attached), to extend the amendment of the option to lease Parcel B. Motion passed 3-0.
8. **[6:30pm] Public Hearing RE: General Assistance Ordinance Maximums:** Deputy Administrator Gaudet reported that the Town had received the annual guidance from the State relating to income maximums to qualify for General Assistance, and described the Appendices. She recommended that the Board not adopt Appendix C relating to Housing as those amounts were not realistic to the rental housing situation in Harpswell. By not adopting this Appendix that item would revert to Appendix A, the overall Maximums. She stated that staff was recommending adoption of all Appendixes except C.

Chairman Johnson opened the Public Hearing, no members of the public spoke, and the hearing was closed. Selectman Chipman moved, seconded by Selectman Covey to adopt all Appendixes with the exception of Appendix C. Motion passed 3-0.

9. **Emergency Communications Equipment Update:** Fire Administrator Howe reported the RCM had checked the Communications Equipment and found no problems. Harpswell Communications was briefly switched over to the County channel until the system could be checked, but was now back on the regular channel as no problems were found. He reported that the Town would be seeking a maintenance contract in the future.
10. **November 8, 2022 Municipal Referendum Warrant:** Deputy Administrator Gaudet reported that the Board had approved the following referendum items; to appropriate \$25,000 of unassigned fund balance for Heating Assistance, to appropriate \$27,000 of unassigned fund balance to demolish the damaged emergency communication tower located at the Orr's Island Fire Station, and to accept a donation of juvenile quahog seed valued at \$7,599. Selectman Chipman moved, seconded by Selectman Covey to approve the warrant. Motion passed 3-0.
11. **Extension of Franchise Agreement with Comcast:** Deputy Administrator Gaudet reported that an extension was needed for continued negotiations for the Franchise Agreement with Comcast. Selectman Covey moved, seconded by Selectman Chipman to extend the agreement until Comcast until December 31, 2022. Motion passed 3-0.
12. **Recommendation for Town Office and Recycling Center Cleaning Services:** Deputy Administrator Gaudet reported that the Town only received one bid for the cleaning and trash services. She recommended hiring C&G Cleaning, LLC as the references were positive. There is an increase in cost from what the Town was paying but D&C Services held pricing for the Town for quite some time. Selectman Chipman moved, seconded by Selectman Covey to contract with C&G Cleaning, LLC for cleaning and trash services at the Town Offices and the breakroom and bathroom at the Recycling Center. Motion passed 3-0.
13. **Public Comment:** Prescott McCurdy notified the Board that he believed the excise tax he has paid from 2005 – Present should be refunded. He believes the Town does not have the right to levee excise tax.
14. **Other Business:** Deputy Administrator Gaudet reported that CMP had filed a permit to replace and/or install 49 poles. She also reported that due to a new law signed by the Governor, she verified the Town was eligible for a one-time credit on the February 2022 electric bill. She asked that the Chairman sign the attestation and expected to see the credit on the October or November bill.
15. **Adjournment:** The meeting was adjourned at 6:45 pm without objection.

Respectfully Submitted,

Ronda Peek
Recording Secretary