

Selectmen's Meeting Minutes
September 16, 2021
Harpswell Town Office
Approved September 30, 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 & Treasurer; Tim Clark, Code Enforcement Officer

1. **Adoption of the Agenda:** The agenda was accepted as written.
2. **Public Comment:** None.
3. **Selectmen's Announcements:** None.
4. **Town Administrator's Report:** Administrator Eiane reported that a meeting was held in Cundy's Harbor to discuss the concern of speeding. Those in attendance included Administrator Eiane, Representative McCreight, Selectwoman Covey, members of the Sheriff's Office and MaineDOT. MaineDOT reached out after the meeting with suggestions to address the speeding issues, including additional signage and speed limit reduction. The Select Board reached consensus in support of MaineDOT's proposal.
5. **Consent Agenda: 1. Cumberland County Tax Assessor's Bill; 2. Authorization of the Warrants.** Selectman Chipman disclosed that he is the president of HNPEA, who is included in the warrants, but did not recuse himself from voting since he is not paid for his position. Selectman Chipman moved, seconded by Selectwoman Covey, to approve the consent agenda [Cumberland County Tax Assessor's Bill in the amount of \$1,347,176; and approval of warrant #38 in the amount of \$2,413,277.98 and payroll warrant #37 in the amount of \$21,470.04] Motion passed, 3-0.
6. **Timothy and Gail Borkowski Wharf Application, Seal Ledge Road, Map 40, Lot 114-1:** Tim Clark from the Code Enforcement Office introduced Joe LeBlanc who described the proposed construction as PT wood 4'x40' access platform and stairs, a 6'x18' pier with 4'x10' access stairs, a 3'x40' aluminum ramp, a PT wood 10'x16' float with an attached 4'x10' kayak launching port, and a 7'Wx16'H flip-up storage frame. Chairman Johnson moved, seconded by Selectman Chipman, to approve this 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.
7. **Communications and Technology Task Force Report:** Peter Lieberwirth, the Chair of the Communications and Technology Task Force, summarized the final report for the Select Board and Town Administration. Lieberwirth stated that a workshop with the Board would be the best way to address any questions about the report.
8. **6:30 RE: General Assistance Ordinance Maximums:** Administrator Eiane summarized the General Assistance program, which is monitored by the Department of Health and Human Services (DHHS). It provides assistance with housing, food, utilities and heat to eligible households. Each year, the Select Board reviews certain ordinance maximums based on recommendations from Housing and Urban Development (HUD). Maximum benefits have increased, most dramatically in the food benefit, up by 22%. Residents in need of general assistance should reach out to the Town office for more information.

Chairman Johnson opened the public hearing. There were no questions raised by the public. Chairman Johnson closed the public hearing. Chairman Johnson moved, seconded by Selectman Chipman, to accept sections A, B and H. Motion passed, 3-0.

- 9. Harpswell Community Broadcast Corporation Contract Extension/Addendum:** Selectwoman Covey summarized the HCTV agreement which ends September, 2021. Last meeting, the Select Board extended the Comcast agreement until the end of the year, at which time a multi-year agreement may be signed. Selectwoman Covey suggested extending the HCBC agreement until after Town Meeting in March. Selectwoman Covey moved, seconded by Chairman Johnson, to approve the contract extension with HCBC for another six months. Selectman Chipman stated that he is involved with the TV station but didn't feel there was any conflict with voting. Motion passed, 3-0.
- 10. Capital Road Project Change Order with Crooker Construction:** Administrator Eiane stated that the Capital Road Project occurring on Grover Lane requires additional work. Crooker Construction found that the base under the road is inadequate in one area and some drainage work is needed. The items included in the change order were not included in the initial contract and total \$11,223.50. Selectman Chipman moved, seconded by Selectwoman Covey, to approve the change order for \$11,223.50. Motion passed, 3-0.
- 11. Treasurer's Report:** Treasurer Sawyer reported the Town's finances as of August 31, 2021.
[See attached report.]
- 12. Proclamation of Constitution Week September 17-23:** Selectman Chipman moved, seconded by Selectwoman Covey, to proclaim September 17-23 Constitution Week. Motion passed, 3-0.
- 13. Public Comment:** Mary Ann Nahf, Conservation Commission and Marine Resource Committee member, announced that the Ocean Conservancy and Maine Climate Resiliency are sponsoring a full month of ocean clean up. Three locations were chosen for clean up: Lookout Point, Bethel Point and Garrison Cove. Posters with additional information are posted around Town. Joe LeBlanc spoke in favor of online billing and services at the municipal and state level.
- 14. Other Business:** The Board rescheduled the Fireworks Ordinance meeting for September 30, 2021 at 5:00pm.
- 15. Adjournment:** The meeting was adjourned at 7:02pm without objection.

Respectfully Submitted,

Kayla Matthews
Recording Secretary

Attachments: Treasurer's Report