

Selectmen's Meeting Minutes
September 18, 2014
Harpswell Town Office
Approved on October 2, 2014

At 5:20 pm; Chairman Daniel moved, seconded by Selectman Multer to enter executive session pursuant to 1 MRSA § 405 (6)(D) to discuss labor negotiations; motion passed 3-0.

The Board returned to open session at 6:05 pm.

Call to Order and Pledge of Allegiance: The meeting was called to order at 6:05 p.m.

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

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; Fred Cantu, Recycling Center/Transfer Station Manager; and Robert McAleer, Emergency Management Agent

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 a discussion of the upper field at Mitchell Field under item 15; motion passed 3-0.

2. Public Comment: None.

3. Town Administrator's Report: Administrator Eiane deferred to Fred Cantu, Recycling Center/Transfer Station Manager. Mr. Cantu stated that last September the Board approved a request from the Cub Scouts to sell popcorn behind the Recycling Center. The Cub Scouts have repeated the request this year and Mr. Cantu sent an email to Board members stating he would proceed under last year's approval. Mr. Cantu stated he recently received a new request from the Mt. Ararat Civil Rights Team to hold a bake sale at the same location on the same day with a back up rain date. Selectman Multer expressed concern about approving another group as it will make it difficult to deny anyone and suggested having one day when all groups can hold sales. Mr. Cantu stated while he made the popcorn sale work and will again, he continues to have concerns of safety and the slippery slope. Chairman Daniel stated Mt. Ararat has Harpswell students and he is not inclined to stop allowing fundraisers since the past experience went well. Chairman Daniel moved, seconded by Selectman Johnson to authorize Mr. Cantu to allow the Mt. Ararat Civil Rights Team to hold a fundraiser; motion passed 2-0 (Selectman Multer abstained).

4. Selectmen's Announcements: Selectman Johnson stated there has been a ruling in the Cedar Beach Road case in favor of public access over the Road. The Road leads users to the easement area, which is governed by rules and conditions. The Cedar Beach/Cedar Island Supporters will come to a future meeting to talk more about the decision.

5. Consent Agenda: Chairman Daniel moved, seconded by Selectman Multer to approve the consent agenda; motion passed 3-0 [August 27 and September 4 minutes; \$25 donation from Lindsay Laird for the Bandstand; an amendment to the petty cash policy; the 2014 municipal valuation return; and warrant #41 in the amount of \$962,196.17 and payroll warrant #38 in the amount of \$15,161.52].

6. Emergency Management Agent Report: Robert McAleer, Emergency Management Agent (EMA), reviewed his personal and professional background and experience in emergency management. His objective as Harpswell's new EMA is to prepare Harpswell as best as possible to handle any emergency timely and effectively. Mr. McAleer reported his outreach efforts, including the fire departments, Cumberland County EMA and law enforcement, Central Maine Power, Road Commissioner and Town committees. Mr. McAleer stated the EMA radio is a simplex line to connect directly with the County EMA. The radio did not comply with the Federal Communications Commission regulations and Chief Blain provided him with a new radio which worked

after some adjustments. Mr. McAleer reviewed his plans for updating the Town's Emergency Operations Plan. He suggested the Town's Emergency Operations Center, which currently exists at Orr's/Bailey Islands Fire Department, should be centrally located at the Town Office. He will continue to investigate relocating. Selectman Multer asked how vulnerable Harpswell was with its bridges; Mr. McAleer stated that would be part of the review. Chairman Daniel stated there are plausible, real threats such as health related; Mr. McAleer responded public health threats would be reviewed as well.

7. Consider Contract with Sugarloaf Ambulance: Administrator Eiane stated the Town and Emergency Vehicles Committee (EVC) worked on specifications for a new ambulance, approved by the Board of Selectmen and sent out to bid. One response was received from Sugarloaf Ambulance with a base price of \$182,609.01 plus options. The options include a power load system for the cot at \$24,787, the cot for \$15,000 and liquid suspension for \$8,840. The EVC voted to recommend the Town purchase the power load system and liquid suspension since they both are part of the vehicle and voted for Harpswell Neck to purchase the cot since it is deemed equipment. Selectman Johnson stated the Committee reviewed the benefits of each item including the smoother drive on rough roads with the liquid suspension and the automatic lifting ability with the load system. Ron Morin, of Sugarloaf Ambulance, spoke about each option. Selectman Multer asked David Mercier if these additional costs could be anticipated for all new ambulances. Mr. Mercier responded that, with an aging volunteer system, it could be anticipated. He noted this new ambulance will be a Town asset and is available to the entire Town if the other departments need use of it. Selectman Multer stated she is conscious of the total costs the Town contributes for emergency services and stated when the day comes that an ambulance is to be added at the Town's emergency services building, she wants this ambulance with the additional equipment. Chairman Daniel asked if the costs reflect a trade-in value; Administrator Eiane responded no as the current ambulance is owned by the Department. Administrator Eiane stated she did check with other towns and provided recent similar ambulance costs. There was a discussion regarding the specific costs and with some adjustments to the performance bond and options, the total cost was calculated to be \$217,588. There was a change to article 13 of the contract to replace a compliance list with documentation that the vehicle meets the Ford Quality Vehicle Modifier Standards. Chairman Daniel moved, seconded by Selectman Johnson to approve the contract as modified tonight with Sugarloaf Ambulance with two options for a total cost of \$217,588; motion passed 3-0.

8. Open Fencing Bids: Deputy Administrator Sawyer reported no bids were received. There was a discussion on how to proceed and the Board agreed to give away the fencing at no cost through a fair process administered by the Town staff.

9. Consider Request to Remove Utility Pole at Mitchell Field: Deputy Administrator Sawyer stated the Town received an inquiry to remove a utility pole near the entrance of Mitchell Field. Central Maine Power was consulted and it claims no ownership to any poles inside Mitchell Field. Chairman Daniel stated he viewed the pole and it is labeled "Nynex" and asked that the telephone company be asked about ownership. Chairman Daniel moved, seconded by Selectman Multer to allow Eric Field to remove the pole and fill the hole for \$100 provided the telephone company has no ownership and liability insurance is provided; motion passed 3-0.

10. Consider Recommendation for Road Maintenance Contractor: Administrator Eiane reported the Town received two responses to its request for proposals for certain road maintenance: Ray Labbe \$12,900 for project 1 and \$7,500 for project 2; Handy Harley \$14,046 for project 1 and \$4,215 for project 2. She stated the Road Commissioner reviewed the responses and recommends Labbe for project 1 and Handy Harley for project 2. Selectman Multer moved, seconded by Selectman Johnson to accept the recommendation; motion passed 3-0.

11. Request for Bids for Winter Sand: Deputy Administrator Sawyer stated requesting bids for winter sand has been done annually and reviewed the proposed request for Bids. Selectman Multer moved, seconded by Selectman Johnson to approve the request for bids; motion passed 3-0.

12. Consider 2015 Budget Directives: Administrator Eiane stated the budget review process will begin in October and asked the Board for directives such as new initiatives, reductions, and input on salary/wage increases and LD-1 compliance. The Board agreed it wanted the wage/salary report before acting on any cost of living or other increases. The Board agreed to hold a workshop to discuss budget directives and then another one upon receipt of the wage/salary report.

13. Sign Proclamation of Constitution Week September 17 – 23: Chairman Daniel moved, seconded by Selectman Johnson to sign the proclamation of Constitution week; motion passed 3-0.

14. Select Voting Delegate for the Maine Municipal Association Annual Business Meeting: The Board agreed not to select a delegate.

15. Other Business: Chairman Daniel stated since it does not appear that Jim Cornish will pasture horses and clean up the upper field, he requested that the Mitchell Field Committee be asked to develop a plan for cleaning up the field.

16. Public Comment: None.

17. Administrative Matters: The Board scheduled a workshop on Tuesday at 4:00 pm to review the water tower report; a budget workshop for Thursday at 4:00pm; and agreed to attend the October 6 Fire and Rescue Committee meeting to discuss the Workgroup's report, time to be determined. The Board agreed not to hold a workshop with Goodall Landscaping stating winter maintenance should be sent out to bid since it has been 6 years. The Board signed a purchase order for \$2,490 to Favreau Electric to install the electrical kiosk where the building was demolished and to use funds from the building demolition account.

18. Adjournment: At 7:37 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Attachments:

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