

Selectmen's Meeting Minutes
January 26, 2023
Harpswell Town Office
Approved 2-16-23

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: Kristi Eiane, Town Administrator; Terri Gaudet, Deputy Town Administrator & Treasurer, and Gina Caldwell, Recreation Director and Community Services Coordinator.

1. **Adoption of the Agenda:** The agenda was adopted with the addition of LD142 to item 8.5 and the removal of item 18.
2. **Public Comment:** None
3. **Selectmen's Announcements:** Selectman Chipman reported that an informal group had its first meeting with the Harpswell Heritage Land Trust regarding possibilities for bike paths in Harpswell.
4. **Town Administrator's Report:** Administrator Eiane reported that the Town Lands Committee had requested that the Town send inquiry letters to certain property owners near the Potts Point Landing regarding the Town possibly acquiring property for additional parking. She also reported that the Town Lands Committee was recommending that the Town implement a no overnight parking policy at all Town Land, she reported this would be brought to a future meeting. She also recommended the Basin Point Road meeting regarding traffic calming measures on February 28, 2023 at 6:30 be held by Zoom as some neighbors may be away. The Board concurred. She also passed along that the Town Clerk would like to remind residents that dog licenses were due by January 31, 2023. After that date there will be a State mandated late fee.
5. **Consent Agenda: 1) Approval of the Minutes; 2) Authorization of the Warrants:** Selectman Chipman moved, seconded by Selectman Covey to accept the consent agenda. [1) Minutes 1-12-2023. 2) Warrant #4 in the amount of \$180,511.36, and payroll warrant #3 in the amount of \$24,714.77]. Motion passed 3-0.
6. **Harpswell Aging at Home Request to Waive Transfer Station Fees:** Adam Lacher of Habitat for Humanity requested that the Town waive the transfer station fees for the repair team which works in partnership with the Town and with Harpswell Aging at Home for critical home repairs. Selectman Chipman moved seconded by Selectman Covey to waive the transfer station fee. Motion Passed 3-0.
7. **Update on Cliff Trail Use and Leash Compliance:** Gina Caldwell the Town's Recreation Director reported that trail camera data in November and December showed 67% compliance with the dog leash rules on the Cliff Trail. She reported that there were repeat offenders that came at the same time of day and suggested that the Animal Control Officer patrol at that time of day to speak with them. Ned Simmons spoke on the matter.

8. **Youth Thriving Program:** Gina Caldwell reported that The Maine Resiliency Building Network had offered to partner with the Town on a pilot program to address youth mental health. She reported that MRBN would support the Town with tools to facilitate a program to empower and support youth in the community. Selectman Chipman moved seconded by Selectman Covey to approve the collaboration. Motion passed 3-0.
- 8.6 **Climate Core:** Selectman Covey reported that the legislature is looking to expand the Climate Core with LD142. Selectman Covey moved, seconded by Selectman Chipman that the Board sign the testimony in support of LD142. Motion passed 3-0.
9. **Use of Airboat at Sebago Lake Fishing Derby:** Selectman Chipman moved seconded by Selectman Covey to approve the use of the airboat at the Sebago Lake Fishing Derby. Motion passed 3-0.
10. **Mitchell Field Consolidated Project Update:** Mark Eyeran, Town Planner, updated the Board on the consolidated project for a boat launch at Mitchell Field which will be funded by a \$357,250 SHIP grant matched with Town funds. Due to rising construction costs the boat launch would have to be scaled back to stay in the current budget. The matter was referred to the Harbor and Waterfront and Mitchell Field committees to report back their recommendations at the next meeting.
11. **Request for Proposals to convert Town Office Lighting to LED:** Mark Eyeran, Town Planner, discussed the request for proposal to convert the lighting in the Town Office to LED. He reported that the Town had received a grant from the Governor's Office of Policy Innovation and the Future (GOPIF) which will fund the energy saving conversion. Selectman Chipman moved, seconded by Selectmen Covey to put the request for proposal out for bids. Motion passed 3-0.
12. **Jacob and Jullian Tuit Wharf Application, 41 Marquis Lane, Map 17 Lot 43:** To construct a 6 x 40 fixed dock, 3 x 40 ramp, and 11.5 x 24 float. Norm Wallace, of Redfish and Associates reported that the wharf would replace an existing wharf, and the float would be stored in the off season. Ben Wallace confirmed that the dock would be longer than the existing dock. Chairman Johnson moved, seconded by Selectman Chipman to approve the application as the Harbormaster indicates there is no issue with navigation and the application does not cause injury to the rights of others in relation to fishing, fowling or navigating. Motion passed 3-0.
13. **Committee Meeting Policies; Remote and Sub-Committee Notice:** Members of the Board had discussed returning to in-person meetings with their committees. It was discussed that committees that had met in the smaller conference room could use the Selectmen's meeting room in order to spread out. Administrator Eiane reported that hybrid meetings will be available sometime in the future. The Board concurred that after Town Meeting on March 11, 2023 that all committees would return to in-person meetings and that the Selectman Liaison would report that to each committee.
14. **Letter of Support for Harpswell Heritage Land Trust Grant Application:** Wendy Batson of the Harpswell Heritage Land Trust reported that FB Environmental had done a study at Morgan Cove. As a result the Land Trust would like to apply for a grant to place signage regarding fecal contamination from dogs and supply bags for dog owners. She asked that the Board sign a letter of support to the Casco Bay Estuary Partnership for a \$5,000 grant. Selectman Chipman moved, seconded by Selectman Covey to sign the letter of support. Motion passed 3-0.

15. **Casco Bay Estuary Project Grant Application:** Mary Ann Nahf from the Conservation Commission asked the Board to support the Commission's application for a \$5,000 grant to work with Cumberland County Soil and Water Conservation District to develop a training program to educate builders. She asked that the town match up to \$1,500. Selectman Covey moved, seconded by Selectman Chipman to support the grant application and authorize the Town Administrator to sign it. Motion passed 3-0.
16. **Alternate Code Enforcement Officer Appointment:** Administrator Eiane asked the Board to consider promoting the Code Enforcement Assistant to Alternate Code Enforcement Officer. She asked that this promotion come with a \$2.00 per hour increase. Selectman Chipman moved, seconded by Selectman Covey to promote Margaret McIntire to Alternate Code Enforcement Officer. Motion passed 3-0.
17. **Accept Volunteer Fire Assistance Grant \$2,497.02:** Deputy Administrator Gaudet reminded the Board that the Town had applied for this Grant in December, for uniforms and equipment for Cundy's and Orr's Bailey Fire Departments. She reported that the match would be reimbursed to the Town by the Departments. Selectman Chipman moved, seconded by Selectman Covey to accept the grant. Motion passed 3-0.
- ~~18. **2023 Budget Review:**~~
19. **Public Comment:** None
20. **Other Business:** The Board set a workshop to review 2023 wage and salary increases on January 31, 2023 at 1:00.
21. **Adjournment:** The meeting was adjourned at 7:19 pm without objection.

Respectfully Submitted,

Ronda Peek
Recording Secretary