

**Select Board Meeting Minutes
October 12, 2023
Harpswell Town Office**

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, and Selectman Jane G. Covey

Staff Present: Kristi Eiane, Town Administrator; Terri Gaudet, Deputy Town Administrator/Treasurer

1. **Adoption of the Agenda:** The agenda was adopted as written.
2. **Public Comment:** None
3. **Selectmen's Announcements:** Chairman Johnson thanked Ben Wallace for removing the old day marker posts at Will's Gut. Selectman Chipman announced that Harpswell Days will be held at Harpswell Center on October 14, 2023 from 12:00 to 4:00.
4. **Town Administrator's Report:** Administrator Eiane reported that during the previous week a meeting was held at the town office with residents in the Gurnet neighborhood, along with members of the Select Board, Sherriff's Department and Maine DOT. She reported that as a result of the meeting, Maine DOT would be installing signage on Route 24 near the Town line, and replacing the yield signs with stop signs at the Route 24 end of Cundy's Harbor Road. Administrator Eiane also reported that absentee ballots were now available for the November 7, 2023 election at the Town Clerk's Office. She reported that the Mid Coast Hunger Food Pantry will be open at the Town Office beginning October 16, 2023. Administrator Eiane asked the Select Board to consider a second site visit to Clark Cove to allow anyone who could not attend the first visit an opportunity to visit the site. The Board concurred that staff should schedule a second visit.
5. **Consent Agenda: 1) Approval of the Minutes; 2) Committee Resignations; 3) Election Worker Appointments; 4) Authorization of the Warrants;** Selectman Chipman moved, seconded by Selectman Covey to accept the consent agenda. [1) Minutes 9-28-23. 2) Resignation of Monique Coombs and Ron Hutchins from the Comprehensive Plan Task Force; 3) Appointment of Amy Saxton, Janet Coombs, Jennifer Watson, Janet Andrews, Donnette Goodenow, Joyce McCreight, Douglas Nielsen, Kathleen O'Donnell, and Susan Pettit as Election Workers. 4) Warrant #41 in the amount of \$935,843.05 Warrant #41A in the amount of \$600 and payroll warrant #40 in the amount of \$25,739.49]. Motion passed 3-0.
6. **Boston Post Cane Policy:** Administrator Eiane reported that though the original Boston Post cane has been lost, the Town has a policy to accept nominations to acknowledge the oldest resident in the community. Selectman Chipman moved, seconded Selectman Covey to set the nomination period from October 13, 2023 through November 30, 2023. Motion passed 3-0.
7. **Short Term Rental Policy:** Selectman Covey reported that the Codes Office had brought up some concerns regarding the increase in short term rentals (STR). These included lack of requirements for fire and carbon monoxide detectors, and verification of adequate septic capacity. She proposed developing a task force to look into these and other concerns and develop policies or ordinances

regulating short term rentals in the Town. Selectman Covey moved, seconded by Selectman Chipman to develop a STR Policy Task Force to assess the nature and perceived impact of STR's in Harpswell and develop a regulatory policy for approval by Town Meeting which would take into account the historical nature of vacation rentals in Harpswell as well as current and expected future trends. Motion passed 3-0.

8. **Lease Amendment with Crown Castle:** Administrator Eiane reported that Crown Castle, the owner of the tower which is located on Town property at the Transfer Station, required a lease amendment to install the new emergency communication equipment on the tower. Selectman Chipman moved, seconded by Selectman Covey to enter into the lease agreement with Crown Castle, with the addition of a statement acknowledging that it is a public document. Motion passed 3-0.
9. **Treasurer's Report:** Treasurer Gaudet reported on the Town's finances as of September 30, 2023 [see attached].
10. **Bids for 2013 Tahoe:** One bid was received for the 2013 Tahoe. John Bisbee bid \$5,800. Selectman Chipman moved, seconded by Selectman Covey to accept the bid. Motion passed 3-0.
11. **Public Comment: None**
12. **Other Business:** Administrator Eiane reported on the adjusted Select Board meeting schedule. The next meeting will be October 19, 2023 and then a remote meeting on November 2, 2023.
13. **Adjournment:** The meeting was adjourned at 6:27 pm without objection.

Respectfully Submitted,

Ronda Peek

Recording Secretary