

Selectmen's Meeting Minutes
October 24, 2019
Harpswell Town Office
Approved November 21, 2019

Call to Order and Pledge of Allegiance: The meeting was called to order at 6:00 p.m.

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

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; and Greg King, Acting Recycling Center/Transfer Station Manager

1. Adoption of the Agenda: Election Worker Appointments were added to the agenda as 11.5.

3. Selectmen's Announcements: Selectman Covey stated the library forum was held and had a good turnout. Each library discussed its plans and services. The forum was taped and is available on vimeo and is also replaying on Channel 14. Chairman Johnson stated that Central Maine Power did a great job over the weekend getting everyone's power restored from this coastal storm.

4. Town Administrator's Report: Administrator Eiane agreed about CMP and added how amazing the Town's first responders were, which was echoed by the Selectmen. There were rescue calls during the storm that were harrowing experiences for the volunteers. Administrator Eiane agreed the library forum went well and noted the Town has to discuss the next steps regarding to the Curtis Memorial Library agreement and funding formula. Administrator Eiane announced there will be a medication collection event at the Town Office on Saturday, October 26 from 10am – 2pm. Administrator Eiane reported the Town was approached by a non-profit to use a portion of the Town's Mackerel Cove property for one afternoon for the Lifejackets for Lobstermen project and staff will proceed without charging a fee. Administrator Eiane reported the Budget Advisory Committee was provided an overall budget that included an across the board wage and salary increase of 1.6%. The Board scheduled a workshop on November 7 at 5:00pm to review possible further wage adjustments for the bottom tier of wage earners. This year's Property Tax Assistance Program was able to provide assistance to 19 property owners at a total amount of \$7,907.

2. Public Comment: Paul Ciesielski, member of Harpswell's Conservation Commission and Harpswell's representative to the Brunswick Area Citizens for a Safe Environment (BACSE) and the Restoration Advisory Board (RAB), provided an update and requested the Board submit a letter opposing the Navy's plan for final remediation of the former Picnic Pond storm water retention system (see attached statement). The Board added this topic to the scheduled workshop for November 7 at 5:00pm.

5. Consent Agenda: 1) Approval of the Minutes; 2) Authorization of the Warrants: Selectman Chipman moved, seconded by Selectman Covey to approve the consent agenda [approved the October 10 minutes; authorized warrant #43 in the amount of \$201,192.28, and payroll warrant #42 in the amount of \$22,580.51]; motion passed 3-0.

6. Energy & Technology Committee Update: Howard Marshall, member of the Energy & Technology Committee (ETC), stated he was here to provide a sustainable energy update. The Committee has looked at the options – basically there are five to consider: 1. Be an energy producer; 2. Part of a consortium; 3. Purchase green power from Central Maine Power; 4. Build an array for Harpswell's energy needs; 5. Do nothing. A number of criteria were used to evaluate the different options such as buy out costs, increase/decrease in expenses, short and long term savings, maintenance costs and operation costs. Two options were eliminated – energy producer and being part of a consortium. Also, buying green energy is not as cost effective to building an array. Mr. Marshall reviewed what a typical municipal arrangement is. A solar array could be a viable option. Gary Vincent, ETC chair, stated the Committee will continue to review the five options and return to the Board with a recommendation. The ETC is hoping its research could result in a warrant article for vote at this coming Town Meeting. Administrator Eiane asked if the Committee has looked at other sites such as a landfill. Pilings

can't be used with a solar array on a landfill which makes the costs much greater. Also 3-phase power is needed which makes Mitchell Field a better location.

7. Request for Proposals (RFP) for a Communications Tower at Mitchell Field: Gary Vincent, Energy & Technology Committee (ETC) chair, stated last year the Town funded a study that pointed to Mitchell Field as a site for a tower to improve cell phone coverage. The ETC worked with the Mitchell Field Committee regarding a location and near the old sediment building site seems best. Four months ago a Letter of Expression of Interest was sent out and the Town received six responses. Therefore this request for proposals for the construction of a communications tower at Mitchell Field was drafted and Mr. Vincent requested the Board authorize sending it out. Selectman Chipman moved, seconded by Selectman Covey to send the RFP; motion passed 3-0.

8. Recommendation for Winter Sand Contractor: Administrator Eiane stated the winter sand was sent out to bid and three responses were received: Copp Excavating \$12.78/yard, Goodall Landscaping \$14.50/yard and Countryfare \$13.25/yard. Copp was the Town's supplier for the 2018-2019 winter season at the same rate. Selectman Chipman moved, seconded by Selectman Covey to accept Copp's bid; motion passed 3-0.

9. Fee Adjustment for Disposal of Storm Related Brush: Administrator Eiane stated the Town has been receiving inquiries on whether the disposal fee will be waived for brush related to the recent storm. Depending on the Board's decision, anyone that has already disposed of storm related brush may be eligible for a reimbursement. Greg King, Acting Recycling Center/Transfer Station Manager, suggested if the Board considers adjusting the fee that an option is to reduce it by 50% instead of making it free. Mr. King also recommended a if the Board proceeds that it set a time limit, including for people to request a reimbursement. Deputy Administrator Sawyer stated if the fee was reduced by 50%, it would be \$60 a ton which would cover the Town's direct costs with the vendor for chipping and disposing of the brush. It seems unlikely that the State will declare this coastal storm a state of emergency. Selectman Covey suggested the Board not adjust the disposal fee unless related to a highly unusual emergency-related storm. The Board discussed the matter and agree to not take action on adjusting the disposal fee.

10. Cable TV Franchise Renewal Advisory Work Group Draft Mission Statement: Administrator Eiane stated this topic was before the Board at the last meeting. The Town's Franchise Agreement with Comcast ends September 2020 and it is time to look at the Town's experience and needs going forward. She proposed a representative 5-member group – a Selectman, Town Administrator, Harpswell Community Television Station Manager, Retired teacher and chair of the Town's Energy & Technology Committee. The Work Group can report to the Board periodically with a final report to be presented no later than June. Selectman Chipman asked that the Work Group look at how reliable Comcast's services have been, especially when power is out, households do not have phone access if through Comcast. Selectman Chipman noted that Comcast is required to survey the community. Selectman Chipman moved, seconded by Selectman Covey to adopt the Cable TV Franchise Renewal Advisory Work Group mission statement and appoint the members (Selectman Covey, Administrator Eiane, Donna Frisoli, Peg Newburg and Gary Vincent); motion passed 3-0.

11. Public Comment: Greg King, Acting Recycling Center/Transfer Station Manager, stated that the winter sand will be available on the backside of the Recycling Center and that the salt shed located at the Transfer Station is not open to the public. Mr. King noted that after a winter event, employees need to clean up the facility and make it safe for the public prior to letting the public in. He wanted the public to be aware of this and to be patient.

11.5 Election Worker Appointments: Selectman Chipman moved, seconded by Selectman Covey to appoint Amy Saxton, Megan Hubbard and Janet Coombs as Wardens for November 5; Jennifer Watson, Marge Warren, and Marjorie McFarland as Deputy Wardens; Marolyn Bibber and Linda Kremer as Elections Ballot Clerks; motion passed 3-0.

12. Other Business: None.

13. Administrative Matters: None.

14. Adjournment: At 7:00 p.m. the meeting was adjourned without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Attachments: Paul Ciesielski statement
Cable TV Franchise Renewal Advisory Work Group Mission Statement