

Town of Harpswell  
Mitchell Field Committee Meeting  
November 7, 2022

**Attendees:** Spike Haible, Katherine Goodrich, Don Miskill, Bob Yanders, Mose Price, Philip Conner, Sharon Oehmig, David Znamierowski and Jaye Kalil.

Also present: Mark Eyerman and David Chipman

**A quorum was present. The meeting was called to order at 5:00 PM.**

**Meeting Minutes:** The October 3, 2022 MFC minutes were approved as written [8-0-0].

**New Business:**

• **Boat Launch:**

- Mark has asked Barney to prepare an updated cost estimate based on the current design so we can evaluate the feasibility of the project in the face of increasing costs and a fixed amount of funds available. Costs exceeding the allocated grant and matching town funds would have to be paid by the town which would require a town vote to approve.
- Until we have the new cost estimate, Mark has instructed Barney to stop permitting and final engineering/bidding work until we have discussed the updated cost.
- Should the new cost estimate exceed our available funds, the MFC may have to re-evaluate and possibly shift the Town Landing Project emphasis from the Boat Launch back to the Town Dock Facility as primary focus.

• **MF Survey Update:**

- We received 764 responses, which is an outstanding response rate. Approximately 200 responses were done online and the balance on paper.
- We owe Denise Perry at Town office our gratitude for hand transcribing all the paper responses, including every comment, into the online form so that we could get charts etc. for the entire effort.
- The sub-committee is reviewing all of the comments to categorize them and then compare to the overall numbers to see what nuances show up. We hope to have that effort done by the end of November and a draft report prepared for review by the MFC.

• **Marine Business District Redraw (Rezone):**

- Sub-committee met, developed the Proposed Zoning Changes for land removed from the Mitchell Field Marine Business District, and drafted a memo to the Select Board laying out the proposed changes along with the project timeline to have a vote at the March 2023 Town Meeting, and finally, asking for permission to proceed.
- Maine DEP Shoreland Zone Division must approve the changes after the town approves them. Once the SB gives the go-ahead, Mark will meet with the Maine DEP folks to show them what we are proposing so we know in advance if there are any issues we must address or changes that need to be made before we can get their approval.
- Some background on the MFMBD zone is important to our proposal. All of the land in the existing MFMBD is governed as a single zone even though some of the land is inside of the 250 Ft. Shoreland area and the remaining portion in the Interior. The Town proposed the entire land area be governed as one zone so that land use negotiations with a potential business would not be governed by two separate sets of zoning guidelines. The Maine DEP approved that recommendation for the original MFMBD. We are recommending that this remain true for the newly assigned land to the MFMBD.
- This request will be on the SB meeting agenda this Thursday.
- The committee, by consensus 8-0-0, approves the recommendations in the memo.

- **MF 2023 Draft Budget Vote:**

- The budget was submitted by the October 17 deadline. There were no changes after that date other than the two budget lines for the Community Garden and the Bandstand which will come from the Recreation Director.
- The memo accompanying the submission gives Terri the breakdown of all the sub-accounts. She will copy those statements on to the budget spreadsheet so the Budget Advisory Committee members will know the WHY behind the various numbers.
- Note that we are asking to carryover the \$15,000 allocated for an Admin Building Feasibility Study. If the survey dictates that we need a study, carrying over the money allows us to spend it right away in 2023. If the SB does not approve our request, then it would be a new line item and we would have to wait until town meeting approves the budget before we could spend the new funds.
- Terri asked the MFC to take a formal vote to approve the draft budget and submit a memo documenting the vote.

**Motion to approve the 2023 Proposed MF Operating Budget;** approved (8-0-0).

- **Parking:**

- Question about the results of the work done by the sub-committee. The survey will drive a lot of our future planning which will require parking assessments & recommendations. That's when the sub-committee's work will come into play.
- Current use of the Lower Meadow parking area has not required upgrading. Present plan is to leave it as is. If increased use requires upgrades then we will address improvements at that time. We've talked about permeable surface if we need to do something, and that is still an option for consideration.
- Gina Caldwell, Recreation Director, is very aware of the parking impacts from band concerts, cross country running races, lobster boat races, etc. Spike and Don have talked with Bill Muldoon (Bandstand Cmte Chair). Gina is working to develop a parking plan for individual events and manning requirements to make it happen.
- The question of how many cars can we handle for these big events is yet to be determined but must be answered. More to come on this issue.

- **Planner's Report** – RT has until next September to approve the amended lease for Lot B.

- **Chair's Report:** See Chair Report handout for complete details

- **Speeding** – Spike and Don had a close encounter with a speeding motorcycle who would not slow down. We should possibly consider 2-3 raised bump areas similar to Brunswick's downtown and Bowdoin's College Street systems.

- **Steward Update:** See Steward's Update handout for complete details.

- **Community Garden** – We have staked out the dimensions at the field. No money in this year's budget for the survey so we will get it completed after the new year begins. Also, DIGSAFE does not map out imbedded infrastructure unless it is tied to a pending project. If we want it mapped we will have to hire a private company and pay the cost. Consensus is we don't need to do anything.
- **Snow Stakes** – Posted most of them, prepping more.
- **Picnic Tables** – Talked with John Ferraro. HAH does not have a place for winter work. Will probably paint in Don's basement over the winter and build new ones in the Spring. Plan to move the two new ones into the garage and touch up paint them before full winter storage. One old one needs to hit the burn pile.

- **Front Gate:**
  - No pattern to when it is closed or locked at night or left open.
  - What about mooring owners who return late? If the gate is locked, they would have to wait till morning or call to get the gate opened. All the mooring owners know the gate operating restrictions.
  - We have an overnight parking permit for boaters who are hitting the islands for camping and extended trips. They apply online or at the town office through the Harbormaster and Recreation Director. They get a permit for their car windshield and park on the concrete pad.
- **Committee Membership** – Welcomed Jaye Kalil as our new member.
- **Action Items:** See *Mitchell Field Goals and Action Items List*, November 5, 2022

**The meeting adjourned at 5:39 PM.**

**Handouts: (All handouts are available electronically)**

- MFC Chair memo, *Chairperson's Report*, November 6, 2022
- Planner memo, *Planner's Update*, November 7, 2022
- MF Steward memo, *Steward's Update*, November 5, 2022
- *Mitchell Field Goals and Action Items List*, November 5, 2022
- MFC Chair memo *Mitchell Field 2023 Operating Budget Request*, October 17, 2022
- MFC Chair memo *Request for Approval of the Proposed Redrawn Mitchell Field Marine Business District and the Proposed Zoning Changes for land removed from the Mitchell Field Marine Business District*, November 2, 2022
- *MF Operating Budget for 2023 (Draft)*, October 17, 2022

**Next MF Committee Meeting:**

- MFC meeting on Monday, December 5, 2022 at 5:00 PM
- MFC meeting on Monday, January 2, 2023 – CANCELLED
- MFC meeting on Monday, February 6, 2023 at 5:00 PM

Respectfully submitted,

Don Miskill  
Secretary