

**Selectmen's Meeting Minutes**  
**November 15, 2018**  
**Harpswell Town Office**  
**Approved November 29, 2018**

At 5:00pm, Chairman Daniel moved, seconded by Selectman Chipman to enter executive session pursuant to 1 MRS § 6(c) Re: Mitchell Field Marine Business District negotiations; motion passed 3-0. Steve Levesque, who has been handling business negotiations, was present.

The Board recessed at 5:35pm.

**Call to Order and Pledge of Allegiance:** The meeting was called to order at 6:00 pm

**Selectmen Present:** Richard A. Daniel, Kevin E. Johnson and David I. Chipman

**Staff Present:** Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; Marguerite Kelly, Treasurer and Mark Eyerman, Planner

**1. Adoption of the Agenda:** Chairman Daniel moved, seconded by Selectman Chipman to adopt the agenda as amended by scheduling a workshop with State Representative Jay McCreight under Other Business; motion passed 3-0.

**2. Public Comment:** None.

**3. Selectmen's Announcements:** Chairman Daniel stated the holiday season is particularly vulnerable to scams and he encouraged everyone to be careful if being pressured into something and to get a second opinion.

**4. Town Administrator's Report:** Administrator Eiane reported she spoke with Greg Thompson, Central Maine Power (CMP) Line Supervisor, and CMP has agreed to place the power lines from Orr's Island to Bailey Island under the Cribstone Bridge. Comcast has also agreed and the phone company has not yet committed. The project should occur in 2019. Administrator Eiane stated the Mackerel Cove boat launch replacement project has been delayed and will begin Monday, November 26.

**5. Consent Agenda: 1) Approval of the Minutes; 2) Use of Contingency; 3) Committee Appointments; 4) Authorization of the Warrants:** Selectman Chipman noted the 11/1 minutes should include "not" in the sentence about the internet is not considered entertainment services. Chairman Daniel moved, seconded by Selectman Chipman to approve the consent agenda [October 18 and November 1 minutes; approved an unspecified amount of contingency use to cover legal costs (figure to be determined at year's end); appointed Serene Hart to the Marine Resources Committee, Sean Hall as a non-voting member to the Marine Resources Committee and Dave Znamierowski to the Mitchell Field Committee; warrant #47 in the amount of \$778,444.08, pier warrant 20 in the amount of \$19,483.00 and payroll warrant #45 in the amount of \$23,297.32; motion passed 3-0.

**6. Treasurer's Report:** Marguerite Kelly, Treasurer, reviewed her monthly financial report for October (attached).

**7. Consider Work Order for Mitchell Field Master Plan Update Re: Septic Feasibility:** Mark Eyerman, Planner, stated the funds were carried over from 2017 into 2018 for exploring septic options at Mitchell Field. Chairman Daniel asked a couple of questions that Mr. Eyerman responded to. Selectman Johnson suggested Al Frick & Associates be hired directly for the soil samples and eliminate the Town engineer part. Mr. Eyerman responded that could be done. Selectman Chipman stated he believes the only existing septic is in front of the administrative building; Mr. Eyerman stated it wouldn't meet current standards. Chairman Daniel stated he would like to do a review of the Town's agreement with its Town engineer, Gorrill Palmer, and either update it or

potentially send the services out to bid; the Board agreed. Selectman Johnson moved, seconded by Selectman Chipman to hire Frick & Associates to do the soil tests at a cost not to exceed \$3,000; motion passed 3-0.

**8. Updated Animal Emergency Clinic Services Agreement:** Administrator Eiane stated the Animal Clinic in Portland, ME is updating its agreement. Municipalities are required to have a facility that is open 24 hours a day to bring injured animals to. Fortunately, the Town has not had to use the services before but must have an agreement in place in case the need arises. Selectman Chipman asked what happens to injured animals during the day; Administrator Eiane responded they are typically brought to the Society for evaluation and then the next steps are determined. If the owner of the injured animal is located, the Town can recover costs. Selectman Chipman moved, seconded by Chairman Daniel to approve the Agreement; motion passed 3-0.

**9. Set 2019 Annual Town Meeting Date:** Selectman Chipman moved, seconded by Selectman Johnson to set March 9, 2019 as the Annual Town Meeting Date; motion passed 3-0. Chairman Daniel suggested temporary signs be put up a week before Town Meeting that say "Town Meeting is this Saturday"; his colleagues agreed. Administrator Eiane stated with the new 60 day deadline, the Board will have to decide on any referendum articles by January 9, 2019.

**10. Public Comment:** None.

**11. Other Business:** The Board agreed to hold a workshop with Jay McCreight on either November 26 or 27 on how to pursue being able to hire qualified people to clear power lines during a State emergency such as what occurred last year. Deputy Administrator Sawyer asked the Board to consider adding 2 associates to the Harbor & Waterfront Committee since the Committee is currently full and there is an interested applicant. Selectman Johnson moved, seconded by Selectman Chipman to add 2 associate positions to the 7 full positions of the Harbor and Waterfront Committee; motion passed 3-0.

**12. Administrative Matters:** None.

**13. Adjournment:** At 6:35 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer  
Deputy Town Administrator

Attachments: Treasurer's Report