

Selectmen's Meeting Minutes
December 17, 2015
Harpswell Town Office
Approved January 7, 2016

At 5:10pm, Chairman Daniel moved, seconded by Selectman Multer to enter executive session pursuant to 1 M.R.S.A. § 405 (6) (e) regarding Town property; motion passed 3-0.

At 5:30pm, the Board recessed until 6:00pm.

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

Selectmen Present: Richard A. Daniel, Elinor Multer and Kevin E. Johnson

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; Marguerite Kelly, Treasurer; and Fred Cantu, Code Enforcement Officer

The meeting was recorded and broadcast live on Harpswell Community Television and streamed.

1. Adoption of the Agenda: Chairman Daniel moved, seconded by Selectman Multer to adopt the agenda as amended by adding Local Plumbing Inspector Appointment as 7.5; motion passed 3-0.

2. Public Comment: None.

3. Town Administrator's Report: Administrator Eiane reported she has been working with Midcoast Hunger Prevention Program (MCHPP) regarding options after a resident suggested the Town establish a food pantry. MCHPP plans to offer a mobile food pantry at a location in Harpswell, with a possible date of January 28. Once the details are finalized, the date will be publicized. The Town may also work with MCHPP to deliver food to homebound residents. The Board supported this partnership. Administrator Eiane stated Bob Gerber, Town's flood plain consultant, reports that the Federal Emergency Management Agency has ruled that Mr. Gerber's methodology used in Harpswell will not be approved. The use of Mr. Gerber's methodology was appealed in Massachusetts and denied. This decision will likely result in some changes in Harpswell's preliminary flood plain maps. The Town may need to budget funds for review when the maps are released in 2016. Administrator Eiane announced when inclement weather begins, there is a sand pile available for residents at the Recycling Center and also pre-filled buckets of sand available near the Town Office entrance. Additionally, the Cumberland County Sheriff's Office and Merrymeeting Triad are offering a new program where sand can be delivered to senior citizens who live alone. Call the Town Office for more information.

4. Selectmen's Announcements: Chairman Daniel read guidelines regarding holiday waste disposal from the Recycling Center Manager.

5. Consent Agenda: Chairman Daniel moved, seconded by Selectman Multer to adopt the consent agenda [November 19, December 3 and 10 minutes; warrant #52 in the amount of \$739, 636.59, and payroll warrant #52 in the amount of \$19,295.28]; motion passed 3-0.

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

7. Todd Rotondi Wharf Application, 67 Long Island, Map 52, Lot 186: Fred Cantu, Code Enforcement Officer, stated a hearing was held regarding the proposal to remove the existing wharf on the north side and construct a new one on the south side. Jan Boucher, owner's representative from Cornerstone Surveying, was available to answer questions. Chairman Daniel moved, seconded by Selectman Johnson to approve the application as the Harbormaster indicates it is not a hazard to navigation and there is no injury to the rights of others relating to fishing, fowling and navigation; motion passed 3-0.

7.5 Local Plumbing Inspector Appointment: Administrator Eiane congratulated Fred Cantu for becoming a certified local plumbing inspector and she asked the Board to appoint him as such. Chairman Daniel moved, seconded by Selectman Multer, to appoint Fred Cantu as a Local Plumbing Inspector; motion passed 3-0.

8. Midcoast Economic Development District (MCEDD) – Solarize Midcoast Maine Initiative: Bill Najpauer, of MCEDD, reviewed the request for proposals from solar photovoltaic installers for solar installations under the Solarize Midcoast Maine Initiative for 20 municipalities. Mr. Najpauer explained the program (see attached). Administrator Eiane expressed appreciation for MCEDD offering a regional program. The Selectmen asked questions of Mr. Najpauer about the program. John Monaghan, Energy Committee chair, stated he supports solar and noted that homes can benefit by weatherization first. Mr. Najpauer reviewed the services that MCEDD offers its members, including microloans for small businesses, working with the Department of Transportation to accomplish road projects, helping facilitate applications for the Department of Environmental Protection culvert program, and the Brownfield assessment program. Mr. Najpauer noted the Town's membership dues are likely to be reduced to \$1.25 per capita.

9. Mitchell Field Committee Report: Chairman Daniel stated the Board held a workshop a couple months ago to review the overall picture of Mitchell Field. The Mitchell Field Committee was tasked to look at the waterfront including the potential boat launch and the pier situation. Jane Covey, Mitchell Field Committee chair, reviewed the Committee's report (see attached). Jim Hays suggested grants could assist with some of the plan. Hope Hilton suggested the Committee talk to other municipalities regarding State grants. Donna Frisoli stated she is aware that State grants require the site to be available to all.

Don Miskell, Mitchell Field and Recreation Committee member, reviewed the proposed kiosk at Mitchell Field that will have the rules, the Mitchell Field map, and quick response (QR) code that will link to the Town's outdoor recreation map. Additionally, the same style kiosk can be built at the Town Office containing maps and other information. The material for the kiosks will be purchased before the end of the year and then volunteers will construct and install both kiosks in the spring.

10. Marine Resources Coordinator Report: Darcie Couture, Town's marine coordinator, reported another batch of neoplasia testing was done. The concern continues on how to protect seed beds and arising from that is the creation of the Tidelands Coalition (TLC). Dan Devereaux, Brunswick Harbormaster and Marine Officer, stated the formation of the Tidelands Coalition began out of concern over the clammer/wormer conflict. After getting drones in the air, it became clear the issue is much larger, including damage to salt marshes. The damage in the St. George River area started municipalities asking how the resource can be managed. There are 10 municipalities interested in forming the TLC. The TLC is soliciting a \$1,500 donation to hire an executive director. Mr. Devereaux stated the TLC is incorporating and the Town of Brunswick has agreed to maintain the funds and financials. Chairman Daniel stated communities coming together with the common purpose makes sense and asked if the Coalition will exist past the clammer/wormer issue. Mr. Devereaux responded affirmatively as there are many issues involving the future of the intertidal area. Selectman Multer stated she agreed with the idea but before she could agree to join, she wants to see the proposed by-laws, including how board members get in the position, and a draft budget. Mr. Devereaux stated the TLC is in the formulation state and all that information will be available soon. Selectman Johnson stated he attended meetings and he supports the TLC. Chairman Daniel stated he believes the Board supports the TLC and wants to see more information. Ms. Couture stated she will provide the Board with an annual review by February.

11. Consider Placing Town Vehicle for Public Bid: The Selectmen discussed placing the 2006 Chevy Silverado crew cab pickup truck for sale by public bid. Chairman Daniel moved, seconded by Selectman Multer to sell the truck by bid with a minimum bid of \$6,000 with the bids due back January 7; motion passed 3-0.

12. Consider Change Order Re: Long Point Road Stabilization Project: Administrator Eiane stated the Town engineer informed the Town that additional work had to be completed on the Long Point Road stabilization project prior to obtaining the Army Corps of Engineers permit. The engineer has submitted a change order to the contract for \$1,500. Selectman Multer moved, seconded by Selectman Johnson to approve the change order; motion passed 3-0.

13. Accept Heating Assistance Donation: Chairman Daniel moved, seconded by Selectman Multer to accept the donations [\$1,000 from Ocean Waves Quilters, \$500 from Islands Community Church, \$400, from Island Community church outreach, \$200 from Lorna and Jack Flynn] for the Harpswell Heating Assistance Program and \$1,000 from Homes and Harbors for the Town's recreation programs with thanks; motion passed 3-0.

14. Other Business: Chairman Daniel stated someone approached the Board asking to place lights on the water tower and Administrator Eiane researched the insurance situation. Administrator Eiane reported the Town's general liability provider suggests not authorizing the activity as the Town has information the condition of the tower is deteriorated. The tort claim limit will cap the Town's liability. Administrator Eiane stated the volunteer would not be covered under workers compensation but there is accident volunteer coverage available for the Town's volunteers for Town-sanctioned activities such as trail maintenance. Chairman Daniel stated he is in favor of obtaining the volunteer insurance. Selectman Multer stated she cannot support someone climbing the tower. Chairman Daniel moved, seconded by Selectman Johnson to obtain the insurance and allow the person at his own risk with the volunteer accident coverage to do the project. Administrator Eiane noted the coverage is limited to an accident such as falling but if a ladder breaks then the Town could be liable. Chairman Daniel amended his motion to require that Selectman Johnson accompany the volunteer and that the activity is approved pending the insurance coverage. Motion passed 2-1 with Selectman Multer opposed.

15. Public Comment: None.

16. Administrative Matters: The Board provided possible dates to meet with the Budget Advisory Committee. The Board signed a purchase order for \$2,900 to replace a culvert at Indian Rest Road.

17. Adjournment: At 7:43 p.m. the Chair adjourned the meeting without objection.

Respectfully Submitted,

Terri-Lynn Sawyer
Deputy Town Administrator

Attachments: Treasurer's Report
Solarize Midcoast Maine information
Mitchell Field Committee Waterfront Report

[Attachments are available at the Town Clerk's Office or by email at harpswell@town.harpswell.me.us]