

Selectmen's Meeting Minutes
Thursday December 17, 2020
Harpswell Town Office
Via Zoom
Approved January 7, 2021

Call to Order and Pledge of Allegiance: Meeting was called to order at 6:00pm.

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

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; and Mark Eyerman, Town Planner.

Members of the Board and staff were participating by Zoom. The meeting was also being broadcast live on Harpswell Community Television and live streamed. The Chair read aloud the procedure for how members of the public could participate; such instructions were also included on the published agenda and on the website.

- 1. Adoption of the Agenda:** The agenda was accepted as written.
- 2. Public Comment:** Gary Vincent called in to clarify his prior public comment from a previous meeting regarding the Town funding for the public television station.
- 3. Selectmen's Announcements:** None.
- 4. Town Administrator's Report:** Administrator Eiane reported that the State of Maine has adopted legislation that requires companies who employ ten or more people to provide paid leave for its employees, starting January 2021. The Town will draft a document based on the State requirements for the Select Board's consideration.
Eiane also reported that nomination papers for three-year terms for the Select Board and School Board are available in the Town Clerk's office. Details for these elections are available at the Town Clerk's office and nomination paperwork is due in January.
Administrator Eiane stated that the annual rabies clinic provided by Mid Coast Humane Society has been cancelled due to COVID-19 concerns; residents are encouraged to go to their normal veterinarians for State required rabies vaccinations.
- 5. Consent Agenda: 1. Approval of the minutes; 2. Accept Bowdoin College Donation; 3. Road Name; 4. Authorization of the Warrants.** Selectman Chipman moved, seconded by Selectwoman Covey, to accept the consent agenda [approved the 12/3 minutes; accepted and additional \$10,500 donation from Bowdoin College; Dragonfly Lane road name; authorized warrant #51 in the amount of \$822,154.34 and payroll warrant #50 in the amount of \$21,133.01]. Motion passed, 3-0.
- 6. Canine Management Task Force Update:** Selectwoman Covey stated that the Canine Management Task Force (CMTF) held a public forum on December 10, 2020 and also met on December 15, 2020. The CMTF recommends that dogs be leashed on Town properties between 10am-4pm. There was discussion among Board members about comments received so far. The full report and recommendations can be found on the Town website. The Select Board and CMTF will continue to receive public comments until the next meeting, January 7, 2021, when the issue will be discussed further.

- 7. 2021 Waste Disposal Contract:** Deputy Town Administrator Terri Sawyer briefly summarized changes in the Waste Disposal Contract extension with Pine Tree Waste Incorporated; most notably the increase in price for recyclable materials from \$28 to \$60 per ton. Sawyer emphasized that Manager Chuck Perow has done a great job negotiating these prices, even with the increase and that there will likely be a larger increase in 2022. Selectman Chipman moved, seconded by Selectwoman Covey, to approve the 1-year agreement. Motion passed, 3-0.
- 8. Consider Transfer Station Fee Increase:** Deputy Town Administrator stated the Manager is recommending a proposed fee increase at the Transfer Station. The proposal would increase the fee for sorted materials from \$120/ton to \$125/ton and unsorted materials from \$240/ton to \$250/ton. The Budget Advisory Committee has reviewed the proposal and recommends the adjustments. The Town would like to give the public ample notice before increasing any fees. Selectman Chipman moved, seconded by Selectwoman Covey, to approve the proposal for tonnage rate increase for sorted materials at \$125/ton and \$250 for unsorted, effective March 1, 2021. Motion passed 3-0.
- 9. Proposed Ordinance Amendments:** Town Planner, Mark Eyerman, summarized proposed ordinance changes that would update Town ordinances to be in compliance with the revised State shoreland zoning laws. The State shoreland zoning law requires communities adopt shoreland zoning provisions that provide at least the same level of protection as the state shoreland zoning guidelines. Any ordinance amendments would be considered at the 2021 Town Meeting. Amendments will also have to be approved by the Department of Environmental Protection (DEP). The Select Board consented to moving forward with ordinance amendment proposals to the DEP for pre-approval.
- 10. Mitchell Field Consolidated Waterfront Design Proposal:** Town Planner Mark Eyerman submitted a proposal with consolidated improvements to the Mitchell Field Waterfront Project. Earlier this year, the Town had received bids that were significantly above the anticipated cost for the dock project, even with money awarded by the Small Harbor Improvement Project (SHIP) grant. As a result, the Select Board asked the Mitchell Field Committee to develop a list of priorities for a more economical, consolidated project. The Town is working with the State of Maine to find a ways to use the SHIP grants for their intended use, while scaling down the waterfront project, which may require resubmission of the SHIP grant application. Selectman Chipman moved, seconded by Selectwoman Covey, to approve the proposal to have Barney Baker prepare a revised plan [to include boat launch] and budget estimate for the Waterfront Design Project, the cost of which would not exceed \$3,500. Motion passed, 3-0. Town Administrator Eiane stated that any changes to the project would have to be approved at Town Meeting.
- 11. Blue Sky Memorandum of Lease:** Administrator Eiane shared that as a result of the Town Meeting vote, the Select Board was authorized to enter into a lease with Blue Sky to build a communications tower at Mitchell Field. As part of the lease, a memorandum (summary of the lease) would be recorded in the Registry of Deeds. Blue Sky intends to begin construction in spring 2021. Selectman Chipman moved, seconded by Selectwoman Covey, that the memorandum of agreement for the Blue Sky Tower lease be approved in the form presented to this meeting and the Chair of the Board of Selectman be authorized to sign the memorandum of agreement on behalf of the Town. Motion passed, 3-0.

12. Treasurer's Report: Town Treasurer Terri Sawyer gave the Treasurer's report for November 2020. Please see attached document.

14. Donations: The following donations were made: Maurizio Conti, \$40, Cliff Trail; Deb Rice, \$20, Cliff Trail; Anonymous, \$500, property tax; Robert Rudin, \$1, recreation; Anonymous, \$84 bridge; Raymond Forgit (Magnum trustee), \$100, bandstand; All Saints' Chapel, \$500, heating; William Cheever, \$1000, heating; Charles Perow, \$100, heating; Matthew Zweig/Shannon Elliot, \$500, heating; and Mary Maroney, \$150, heating, for a total of \$2,295. Selectman Chipman moved, seconded by Selectwoman Covey, to accept the donations. Motion passed, 3-0.

13. Climate Resiliency Implementation Task Force Appointments: Selectwoman Covey moved, seconded by Selectman Chipman, to appoint the following to the Climate Resiliency Implementation Task Force: Mary Ann Nahf, Chair; Ken Oehmig, Town Lands; Mose Price, Harbor and Waterfront; Sean Hall, Marine Resources; Deirdre Strachan, Conservation Commission; Joanne Rogers; Joyce (Jay) McCreight; and Associates: Nancy West and Jenny Zagariello. Motion passed, 3-0.

14. Public Comment: Chairman Johnson stated that Cook's Lobster and Ale House has a 'GoFundMe' page to raise money for heating assistance. Also, Mid Coast Hunger Prevention Program has a separate account for Harpswell, if residents are considering donations this holiday season. Donations will help the Food Truck continue to come to Harpswell once a week. The food truck scheduled for today, December 17, was postpone due to weather, but will come tomorrow, December 18, 2020.

15. Other Business: Administrator Eiane stated that a workshop for wage and salary issues is needed to take a look at the Recycling Center employees and integrate them into the pay scale. Another workshop request is from Marine Resources regarding the harvesting of rockweed in the intertidal zone. Deputy Town Administrator Sawyer requested a brief Select Board meeting to authorize warrants and discuss the paid leave proposal. The Select Board decided to meet December 31, 2020 at 1pm. Finally, the Board decided to have a workshop January 7, 2021 at 5pm for the Canine Management Task Force for discussion and any questions with the Task Force.

16. Adjournment: The meeting was adjourned without objection at 7:19pm.

Respectfully Submitted,

Kayla Matthews
Recording Secretary