

Town of Harpswell
Mitchell Field Committee Meeting
March 13, 2023

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

Also present: Mark Eyerman

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

Meeting Minutes: Minutes for February 6, 2023 and February 14, 2023 were approved as written, (8-0-0) and (8-0-0) respectively.

New Business:

- **Chair Update:**
 - **Admin Building Disposition Process** – Received positive feedback about our process memo. Looking to meet with Kristi and Mark now that Town Meeting is over to work out the details of the process. Who will oversee it and how do we get the feasibility study done?
 - **MFMBD Redraw** – Town Meeting vote approved the change. Now we need to have Maine DEP sign off and it's done.
 - **Consolidated Waterfront Project** – The additional funding was approved at Town Meeting so now Barney and Mark can get things moving with Maine DOT and Army Corps for the NRPA permit. In the meantime, if folks want to donate to the project, they have time. This is not a done deal until we get the permit, nothing we can do but wait. 4 – 6 months to complete this part of the process. Then final design and bid documents. Hope to release the RFP in late Winter or early Spring. Project done in 2024. Money must be spent by December 2024.
- **Brown Tail Moth** – Discussed how to get rid of them, three options: (1) cut the nest out and dip them in soapy water, inject the tree which is a long-term solution, or bag them and take to the dump.
- **Planner Update:**
 - **MFMBD Redraw** – See Chair's notes.
 - **Consolidated Waterfront Project** – See Chair's notes.
 - **Record Plan** – We are ready to meet with surveyor. Money in the budget. Mark will schedule.
 - **Drainage Improvements** – (1) Running Tide Drain and (2) Admin Building Parking Area Drain line outlet at the beach. Money in the budget. Let's get them going. Discussion about the drainage improvements and the wetlands area in the lower meadow. Don will get started.
- **Steward's Update:**
 - **Bluff Erosion** – Don hasn't heard back from Cumberland County Soil & Water District folks yet. Discussed a recent article using coconut husks and other options used by other communities. Not sure there is much we need to do. There is nothing on the bluff and the perimeter road is well back from the bluff edge, so it is not an urgent action item. Don will contact Mary Ann Nahf. Mark stated that at some point the town should take and document a stated policy about bluff erosion, and what, if any, mitigating actions would be taken. Question about DANGER signage – Not needed at this time, the South Perimeter Road is well back and there is plenty of interior vegetation which keeps folks back from the edge.
 - **Platforms for the granite benches** – Money in the budget.
 - Can read the update to see other winter work.
- **Dog Cleanup** – Recent call about cleanup. Steward's position is pickup what's on the cut grass areas. In the fields is okay.

- **Burn Pile** – Pick a new spot in advance of the planned trailer parking in its current location. This will be added to the Action List.
- **Operational Policies for the use of the Boat Launch** – Whole range of issues that need to be addressed in advance of the actual project. This will be added to the Action List
- **Mitchell Field Rules Update** – Don has sent everyone a copy of his recommended changes. Folks will review them and forward any recommended changes to Spike. We submit them to the Town for review, legal review, and BoS for approval. Once approved, Gina can make some permanent signs to place on the kiosk.
- **Goals and Work Plan** – This is a list of items that the MF Committee is working on. Spike wants to detach the *Goals and Action Item List* from the monthly agenda sheet as an attachment. It will be a specific agenda item every 3 months for detailed review.
- **MF Steward Position** - What does this position look like when Don steps back? If the Boat Launch goes in there will be many more challenges which will require more than one person.
- **Admin Building Disposition** – Philip discussed a previous building reutilization project he worked on. What’s happening now that we are not going after the HCA Building? Spike reviewed the proposed process we have recommended in our memo to Kristi and the SB. The Feasibility Study will run concomitantly with the other actions on the process memo.
- **Snowplowing** – Don will double check with Ron. They missed the waterfront parking area. We will need to figure out how to repave around the water control head for the yellow hydrant. It will damage the snowplows if we don’t fix it.
- **MFC Meeting Date Changes** – July meeting will be July 10. Sept meeting will be Sept 11.
- **Action Items** – See *Mitchell Field 2023 Goals and Action Items List*, December 2, 2022

The meeting adjourned at 6:22 PM.

Handouts: (All handouts are available electronically)

- MFC Chair memo, *Chairperson’s Report*, March 13, 2023
- MF Steward memo, *Steward’s Report*, March 12, 2023
- Mark Eyerman memo, *Planner Update*, March 12, 2023
- *Mitchell Field 2023 Goals and Action Items List*, December 2, 2022
- Draft Update to Mitchell Field Rules, March 13, 2023

Next MF Committee Meetings:

- MFC meeting on Monday, April 3, 2023 at 5:00 PM
- MFC meeting on Monday, May 1, 2023 at 5:00 PM
- MFC meeting on Monday, June 5, 2023 at 5:00 PM

Respectfully submitted,

Don Miskill
Secretary