

**Select Board Meeting Minutes
March 14, 2024
Harpswell Town Office
Approved on 3.28.24**

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

Selectmen Present: Chairman Kevin Johnson, Selectman David I. Chipman, Selectman Jane Covey

Staff Present: Kristi Eiane, Town Administrator

1. **Election of the Chair:** Selectman Chipman moved, seconded by Selectman Covey to elect Selectman Johnson as Chairman. Motion passed 3-0.
2. **Adoption of the Agenda:** The agenda was adopted as written.
3. **Public Comment:** Mark Eyerman announced that there will be three public information sessions on the Comprehensive Plan next week. The times are available on the Website along with the draft plan.
4. **Select Board's Announcements:** Chairman Johnson reminded the public that it was a good time to volunteer for committees. He stated that the committees could use some younger volunteers. Selectman Chipman suggested a youth outreach working group. Selectman Covey suggested other activities such as stewards or recreation volunteers.
5. **Town Administrator's Report:** Administrator Eiane thanked the Town Clerk's office and election workers for their work with the annual town meeting along with the presidential primary. She reported that there were a high number of absentee voters. Administrator Eiane asked Fire Administrator Mike Drake to update the public regarding storm damage and open burning. He reported that in the event that the January storms are declared a disaster, that FEMA was seeking a location in Harpswell for the public to meet with FEMA regarding claims. He also reminded the public that burning below the high tide mark was not allowed. Only clean wood is allowed to be burned. He reported that information regarding burning was available on the Town website. Administrator Eiane reported that she along with Selectman Covey and Recreation Director Gina Caldwell met with the State regarding the State-owned property at Clark Cove. They discussed what a possible agreement might look like, funding sources, and requested that the State report on what impact this may have on the environment, including bird habitat.
6. **Consent Agenda: 1) Approval of the Minutes; 2) Treasurers Disbursement Warrant for Payroll and State Fees; 3) Midcoast Humane Contract; 4) Committee Appointment; 5) Authorization of the Warrants:** Selectman Chipman moved, seconded by Selectman Covey to approve the Consent Agenda. [1) Minutes February 29, 2024 2) Annual Treasurer's Disbursement Warrants 3) Midcoast Humane Contract \$7,648 4) Meghan Wakefield, Bandstand Committee, from full member to associate member. 5) Warrant 11 in the amount of \$943,107.22, and payroll warrant #10 in the amount of \$30,602.53]. Motion passed 3-0.
7. **Dean and Estelle Krestos Wharf Application, Tax Map 48, Lot 92, 3 East Shore Drive:** Town Planner Mark Eyerman explained that the Charity Shores Road Association had a right-of-way and dock on the Krestos' lot, the Krestos' do not have rights to use the dock. Only one dock is allowed per lot,

therefore the Krestos' are proposing transferring by deed, a 760 sf parcel to the road association dock, to the Charity Shores Road Association. The Selectboard had previously conditionally approved the application, however changes needed to be made to the boundary retracement to keep the Krestos' lot conforming. Selectman Chipman moved, seconded by Selectman Covey to repeal the December 14, 2023 approval. Motion passed 3-0. Selectman Chipman moved, seconded by Selectman Covey to approve the new application with the following conditions; 1.) The transfer of the land depicted in the application from Krestos to the Charity Shores Road Association, and 2.) The submission of written evidence to the Code Enforcement Office of the recording of the transfer in the Cumberland County Registry of Deeds. Motion passed 3-0. Dean Krestos thanked the Board and the Town Planner. Janet Dana also thanked the Town Planner

8. **Town Office Heating, Ventilation and Air Conditioning Contract:** Administrator Eiane reported the staff was recommending a contract with Thayer, LLC, to begin the first phase of the replacement of the heating, ventilation and air conditioning at the Town Office. Andy Kent of Thayer explained that the first phase would be to develop a budget for a single phase and a three phase system, both options would probably include some type of heat pump. He reported that Thayer would work with Electrical Systems of Maine for the electrical portion of the project. He reported the first phase would take sixty days and the complete project around four months. Selectman Chipman moved, seconded by Selectman Covey to enter into the contract with Thayer, LLC. Motion passed 3-0.
9. **Letter of Support to the Coast Guard:** Administrator Eiane reported that the Harbormaster had requested a letter of support from the Board encouraging the Coast Guard to take action on raising the sunken FV Jacob Pike. The 72 ft. vessel sank in the New Meadows River during the January 10, 2024 storm. The vessel is a pollution and navigation concern. Selectman Chipman moved, seconded by Selectman Covey to issue the letter of support. Motion passed 3-0.
10. **Use of Airboat in New Hampshire for Training:** Administrator Eiane reported that Harbormaster Paul Plummer was recommending the use the Town's airboat by the Marine Wardens to attend training in Errol, NH on April 17-18, 2024. Selectman Chipman moved, seconded by Selectman Covey to approve the use of the airboat conditional on the confirmation that the Warden's time was included in the Town's contract with Cumberland County. Motion passed 3-0.
11. **Waive Town Portion of Septic Permit Fee For Harpswell Neck Fire & Rescue:** Administrator Eiane reported that Harpswell Neck Fire & Rescue was requesting that the Town waive its portion of the septic permit fee of \$187.50. Selectman Chipman moved, seconded by Selectman Covey to waive the fee. Motion passed 3-0.
12. **Request for Permission to Cross Town Property for Septic Repair on Map 47 Lot 91:** John Mishler reported that his property was landlocked by a piece of Town property. He reported that his leach field was in need of repair and that the contractor believed the easiest access was over the Town property. Selectman Chipman moved, seconded by Selectman Covey to allow access for the repair. Motion passed 3-0.
13. **Request for Proposals for Tax Anticipation Note Financing:** Administrator Eiane reported that Treasurer Gaudet was requesting permission to contact financial institutions seeking bids for the annual tax anticipation note financing. The amount financed would be not to exceed \$3,800,000. Selectman

Chipman moved, seconded by Selectman Covey to authorize the Treasure to seek proposals for the financing. Motion passed 3-0.

14. **Public Comment:** John Mishler inquired whether high school students would be allowed to volunteer for Town committees. Administrator Eiane reported that volunteers should be over sixteen.
15. **Other Business:** Administrator Eiane reported that there would be a public meeting regarding the administration building at Mitchell Field on March 19, 2024 at 6:00 pm in the Select Board meeting room. She reported that the meeting would be hybrid and that the public could attend by Zoom.
16. **Adjournment:** The meeting was adjourned at 6:49 pm without objection.

Respectfully Submitted,

Ronda Peek
Recording Secretary