

**Selectmen's Meeting Minutes**  
**March 31, 2022**  
**Harpswell Town Office**  
**Via ZOOM**

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

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

**Staff Present:** Terri Sawyer, Deputy Town Administrator & Treasurer; Paul Plummer, Harbormaster, Chuck Perow, Recycling and Transfer Station Manager

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 adopted with the addition of a Letter of Support for the Midcoast Athletic Recreation Complex to 13.5.
2. **Public Comment:** None
3. **Selectmen's Announcements:** Selectman Chipman announced that the final list of Street Lights has been provided to RealTerm Energy to begin their work. Selectman Chipman also announced that April 23<sup>rd</sup> is John Gilliam Day for road side clean up.
4. **Town Administrator's Report:** Deputy Administrator Sawyer announced that absentee ballots for the April 23<sup>rd</sup> referendum are available at the Town Office.
5. **Consent Agenda:** 1) **Approval of the Minutes** 2) **Appointments of Officials** 3) **Election Worker Appointments** 4) **Authorization of the Warrants.** Selectman Chipman moved, seconded by Selectman Covey to accept the consent agenda. [Minutes 3/7/22 and 3/17/22; Appointment of William Wells and Timothy Clark, as Code Enforcement Officers, Plumbing Inspectors and Building and Energy Code Inspectors; Appointment of Janet Coombs, Tracy Gaudet, Megan Hubbard, Linda Kreamer, Patricia Tillotson, Gordon Warren, Marge Warren, Susan Lowery, Marolyn Bibber, Patty O'Brien Carrier, Christine Donovan-Hall, Marnie McFarland and Lydia Mears as Election Workers for April 23, 2022; Warrant #13 in the amount of \$311,381.78, and payroll warrant #12 in the amount of \$21,008.98] Motion passed 3-0.
6. **Recycling Committee Proposed Revised Mission Statement:** Chuck Perow reported that the Recycling Committee would like to simplify their mission statement. Selectman Chipman moved, seconded by Selectman Covey to accept the new mission statement. Motion Passed 3-0. Mr. Perow also thanked Jeff Stann for his service to the committee.
7. **[6:15] Public Hearing re: April 23, 2022 Ballot:** The public hearing began at 6:15 for the April 23<sup>rd</sup> referendum. The public participated via Zoom or phone. Deputy Administrator Sawyer reminded the public that the Town Meeting portion of the annual elections was moved to April 23, 2022 by secret ballot due to the Selectmen's concerns over rising Covid cases in February. She then reviewed each of the 26 articles on the ballot.

8. **Letter of Support for Shore and Harbor Planning Grant:** Paul Plummer, Harbormaster, requested that the Town support Manomet's proposal "Protecting and Improving Shore Access in Casco Bay." Selectman Covey moved, seconded by Selectman Chipman that the Board sign the letter of support. Motion passed 3-0.
9. **Mt. Ararat High School Request for Exclusive use of Mitchell Field for Prom:** Jennifer Green, Sr. Class Advisor, and Principal Chris Hoffman, requested that Mt. Ararat High School be allowed to use Mitchell Field for its Prom on May 17, 2022 and that it be closed to the public from 10am to 10pm. Deputy Administrator Sawyer noted Mt. Ararat representatives, Gina Perow, Recreation Director, and Don Miskell, Mitchell Field Steward will be working together to get the word out to the public about the closure and to finalize the details of the event. Selectman Chipman moved, seconded by Selectman Covey to allow the use of Mitchell Field and to waive the rental fee. Motion passed 3-0.
10. **Harpwell Community Garden Coordinator Position:** Susan Stemper, Community Garden Volunteer, requested that the Board authorize the posting for a new paid position - Garden Coordinator. Selectman Chipman moved, seconded by Selectman Covey that the Town begin recruitment for the part-time seasonal position of Garden Coordinator. Motion passed 3-0.
11. **Re-consider Extension Date with Comcast for Franchise Agreement:** Deputy Administrator Sawyer reported that Comcast was asking for a six month extension to the Franchise Agreement instead of the three month extension previously voted on by the Board. Selectman Covey stated that the Town still intended to complete the new agreement within three months, but moved, seconded by Selectman Chipman to accommodate Comcast with the requested six month extension. Motion passed 3-0.
12. **Selection of Contractor for Cundy's Harbor Library Siding Project:** Deputy Administrator Sawyer reported that the Town received three bids for the siding project on the Cundy's Harbor Library, to be funded by the Cumberland County Block Grant received for the project. She recommended that the Board award the project to the low bidder, Houseworx, LLC in the amount of \$44,816.40. Selectman Chipman moved, seconded by Selectman Covey to award the contract to Houseworx, LLC. Motion passed 3-0.
13. **Draft Town Meeting Warrant for June 14, 2022:** Deputy Administrator Sawyer reviewed the two proposed warrant articles for the June 14, 2022 Special Town Meeting. An article to authorize the Board to enter into a multi-year contract with Cumberland County for emergency communication services, and the second to authorize a release deed to the owners of Map 21, Lot 137 to clear up a title issue from 1913 on Bailey Island. The property owners Anne and Eric Winter stated that they were in agreement with paying the Town's legal expenses if the article were to pass and a release deed were issued. Deputy Administrator Sawyer stated the warrant has to be finalized by the April 14 meeting as the articles have to be provided to the Town Clerk at least 60 days before the vote.
- 13.5 **Letter of Support for the Midcoast Athletic Recreation Complex:** Deputy Administrator Sawyer reported that the Town of Brunswick was seeking Congressionally Directed Spending funds from the State for Phase I relating to a 10-acre recreation complex proposal at the Brunswick Landing on the old Navy Base. Selectman Chipman moved, seconded by Selectman Covey that the Board sign a letter of support for the project. Motion passed 3-0.
14. **Public Comment:** None

15. **Other Business:** Selectman Chipman mentioned responses from the Navy regarding PFAS. Deputy Administrator Sawyer stated that an update will be provided at the April 14, 2022 meeting.
16. **Adjournment:** The meeting was adjourned at 7:13 pm without objection.

Respectfully Submitted,

Ronda Peek  
Recording Secretary