

Selectmen's Meeting Minutes
April 14, 2022
Harpswell Town Office
Approved April 28, 2022

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: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator & Treasurer; Linda Strickland, Office Assistant; Tim Clark, Code Enforcement; and Paul Plummer, Harbormaster.

1. **Adoption of the Agenda:** The agenda was adopted as written.
2. **Accept Resignation from Linda Strickland:** Chairman Johnson read the resignation letter from Linda Strickland. Linda is retiring from her position with the Town on April 29, 2022 after 27 years of service. The Board accepted her resignation and thanked her for her many years of service.
3. **Public Comment:** None
4. **Selectmen's Announcements:** Selectman Chipman reminded the public that April 23, 2022 was the Town roadside clean up "John Gillam" Day, and that it is also the Town Meeting vote.
5. **Town Administrator's Report:** Administrator Eiane reported to the Board that Mt. Ararat High School has found a new venue and will no longer be using Mitchell Field for it's prom. She also reported that Southern Maine Astronomers had written to the Town to express their pleasure with the choice of the lower level lights for the new LED street lights. She also reported that Brunswick Rotary has requested that the Town place a historical marker at the Cattle Pound, located in the Town Center. The request has been forwarded to the Town Lands Committee and the Harpswell Historical Society for consideration before being presented to the Board. She also reported that staff has been researching market lease rates for the new lease with Pammy's Ice Cream, which will come to the Board in two weeks after Town Meeting approval. She reported that staff has been conducting interviews to fill the vacancy left by Linda Strickland. The role will be changing to offer support to different Town Departments. A recommendation for the position will be presented at the next meeting. She also reported that the Town was seeking an Animal Control Officer, and that there will be a Memorial Day Parade this year.
6. **Consent Agenda:** 1) **Approval of the Minutes** 2) **Election Worker Appointments** 3) **Appointments of Officials** 4) **Committee Appointments** 5) **Maine Municipal Association Safety Grant** 6) **Authorization of the Warrants.** Selectman Chipman moved, seconded by Selectman Covey to accept the consent agenda [Minutes 3/31/22; Appointment of Patty O'Brien Carrier, Michael Dana, Elaine P. Karath Baur, Linda Kreamer, Susan V. Lowery, Lydia Mears, Sharon Oehmig, Amy Saxton, Patricia Tillotson, Mary Ann Nahf, Janet Coombs, Christine Donovan-Hall, Megan Hubbard, Sarah S. Lafond, Daniel J. Lafond, Marnie McFarland, Joan Ouellette, Sara Theberge, Gordon Warren,

Marge Warren, Jennifer Watson, Marolyn Bibber and Thomas Burke as Election Clerks and Mary Ann Nahf as Ballot Clerk; Appointment of Officials, Terri Sawyer-Treasurer and Health Officer, Arthur Howe III-Emergency Management Agent and Fire Warden, J. Paul Plummer-Harbormaster, Greg Coyne-Deputy Harbormaster, Kristi Eiane-General Assistance Administrator, David Mercier-Harpswell Neck Fire Chief, Benjamin Wallace-Cundy's Harbor & Orr's/Bailey Island Fire Chief, Timothy Vail-Tree Warden, Gail Federico & Ray Schlotterbeck-Animal Control Officers, Stephen Welsh & Todd McGhee-Shellfish Wardens, Timothy Clark-Addressing Officer, and Ronald Ponziani-Road Commissioner; Committee Appointments, Robert Modr & Gary Downes,-Bandstand Committee, Allan LeGrow & Donald Miskill Jr.-Budget Advisory Committee, Anthony Barrett-Conservation Commission, Benjamin Wallace, David Mercier, Nelson Barter, Jonathan Burbank, & Scott Holowach-Emergency Vehicles Committee, David Mercier & Harvey Pough, Fire & Rescue Committee, Forrest Mason & Jack Dostie-Harbor & Waterfront Committee, Robert Boyce II-Marine Resources Committee, Warner Price-Mitchell Field Committee, Lori Rice & Christine Donovan Hall-Planning Board (Associate), Richard Rumba & Tom Carr-Recreation Committee, Marge Warren Webster (Associate) & Jack Stokinger-Recycling Committee, Jane Smith & Kenneth Oehmig-Town Lands/Steward; Maine Municipal Association Safety Grant in the amount of \$3,114 for the purchase of Firefighter Boots; Warrant #15 in the amount of \$792,336.50, and payroll warrant #14 in the amount of \$21,257.34]. Motion passed 3-0.

7. **June 14, 2022 Warrant:** Administrator Eiane reported that the public will be voting on June 14, 2022 for the MSAD 75 budget, and two municipal warrant items. The first is to allow the Board to enter into a multi-year contract with Cumberland County for emergency communications services, and the second is to allow the Board to clear up a title issue from 1913 for a property on Washington Avenue on Bailey Island. Selectman Chipman moved, seconded by Selectman Covey to authorize the warrant. Motion passed 3-0.
8. **[6:15] Public Hearing re: Sundrenched First Time Malt, Vinous, Spirits Application:** The Public Hearing began at 6:15 for the First Time Malt, Vinous, Spirits License for Sundrenched which will be opening on Bailey's Island. Khristine and Zachary Leeman shared that they were opening a new restaurant at 1945 Harpswell Island Rd. which will operate with counter service only in late May 2022. Selectman Covey expressed concern that any outdoor seating be placed safely away from the road. No abutters were present and the public hearing ended at 6:23. Selectman Chipman moved, seconded by Selectman Covey to approve the application. Motion passed 3-0.
9. **Proposed Increase in Transfer Station Fees:** Deputy Administrator Sawyer reviewed the recommendation from the Transfer Station Manager regarding increasing fees to cover increased costs at the Transfer Station. Selectman Chipman moved, seconded by Selectman Covey to increase the fees at the Transfer Station to \$145 per ton for sorted and \$290 for unsorted, propane tanks to \$5-20, refrigerators with door off \$18 and door on \$22, reclaim \$30 and compost \$4.00 per bucket, with an effective date of May1, 2022. Motion passed 3-0.
10. **Update Regarding Navy's PFAS Remediation Program:** Paul Ciesielski updated the Board regarding the Navy's response to the Town's concerns about the remediation of PFAS at Picnic Ponds in Brunswick at the former Naval Air Base. He provided the Board with a letter of response encouraging the Navy to monitor for PFAS at Mitchell Field and the outflow from the Picnic Ponds.

Selectman Covey moved, seconded by Selectman Chipman that the Board approve the draft letter to Mr. Barney and others. Motion passed 3-0.

11. **Roger & Deborah Bowdoin Wharf Application, 20 Field Road Map 63, Lot 79:** Code Enforcement Officer Clark requested that the Board schedule a site visit for this application. The Board concurred that they would meet with all parties on the site at 9:30 on April 22, 2022 and return to Harpswell Town Offices for a public discussion at 11:00.
12. **Mooring agreement:** Harbormaster Plummer presented the Board with the contract between the Town and mooring holders for the Helical Mooring Study. The Board confirmed that the mooring contractors would be liable for the moorings. Mooring holders who participate in the study would not be allowed to place a traditional mooring in eel grass, without permission from the Harbormaster, after the conclusion of the study in five years. Selectman Chipman moved, seconded by Selectman Covey to approve the language in the contract. Motion passed 3-0.
13. **Lobster Boat Races Group Use Request for Mitchell Field:** Harbormaster Plummer recommended the Board approve the use of Mitchell Field for the Lobster Boat Races. He stated it was preferable compared to Potts Point due to issues with wake. The Board confirmed that this is a situation that falls under special events in regards to food trucks. Treasurer Sawyer stated that the applicants were requesting that the fees be waived as the proceeds were being donated to the Harpswell Santa Fund and Home Heating Assistance. Selectman Chipman moved, seconded by Selectman Covey to approve the application and waive the fee. Motion passed 3-0.
14. **Harpswell Booster Club Funds and Property:** Treasurer Sawyer reported to the Board that the Harpswell Booster Club had dissolved and wished to donate the remaining funds in its account along with a lawn mower to the Harpswell Recreation Department for the benefit of baseball, softball and t-ball. Selectman Chipman moved, seconded by Selectman Covey to accept the funds and the mower. Motion passed 3-0.
15. **Selection of Banking Institution for Tax Anticipation Note Financing:** Treasurer Sawyer reported that the Town received four bids for the Tax Anticipation Note Financing. She stated the lowest bid was from Androscoggin Bank at 1.97%. Selectman Chipman moved, seconded by Selectman Covey that the Town use Androscoggin Bank at 1.97% and that "Vote to Authorize Issuance of a Tax Anticipation Note for Fiscal Year 2022," be approved in the form presented to this meeting, and that an attested copy of said Vote be included with the minutes of this meeting [See attached]. Motion passed 3-0.
16. **Treasurer's Report:** Treasurer Sawyer reported on the Town's finances as of March 31, 2022. [See attached report.]
17. **Retroactive Letters of Support:** Selectman Chipman moved, seconded by Selectman Covey to approve the Letters of Support for 1) The Harpswell Anchor's request for funds from the Davis Conservation Foundation 2) FY23 Congressionally Directed Spending Request for the New England Finance Center to Support Maine Communities to Sustainably Finance a Clean Energy Transition and to study climate change related risks. 3) Town of Harpswell Letter of Support – Congressionally

Directed Spending Request (FY2023) for the Harpswell Neck Fire and Rescue Project. Motion passed 3-0.

18. **Public Comment:** None
19. **Other Business:** None
20. **Adjournment:** The meeting was adjourned at 7:07 pm without objection.

Respectfully Submitted,

Ronda Peek
Recording Secretary

Attachments: Treasurer's Report
 Tax Anticipation Note Financing Motion