

Select Board Meeting Minutes
May 11, 2023
Harpswell Town Office
Approved 5.25.23

5:30 PM Members of the Board entered Executive Session Pursuant to 1 MRS § 405(6)(c) Re: Mitchell Field Marine Business District. The Executive Session ended at 5:40 pm, and the Board recessed until the 6:00 meeting.

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 Gaudet, Deputy Town Administrator /Treasurer; Ron Ponziani, Road Commissioner

1. **Adoption of the Agenda:** The agenda was adopted as written.
2. **Public Comment:** None
3. **Selectmen's Announcements:** None
4. **Town Administrator's Report:** Administrator Eiane reported that a hiring team, including herself, Assessor's Agent Debbie Turner and Deputy Town Administrator Terri Gaudet, had interviewed several candidates for the position of Assessing Clerk and Technology Assistant, and the team was recommending the hire of Victoria Baron. Selectman Chipman moved, seconded by Selectman Covey to hire Victoria Baron at a pay rate of \$20.00/hr for the regular part-time position. Motion passed 3-0. Administrator Eiane reported that R.A. Webber had inquired whether the Board would negotiate with them for a new multi-year contract rather than putting the contract out to bid. R.A. Webber just completed a three-year contract with the Town. The Board felt that R.A. Webber was doing a good job and concurred that they would negotiate with R.A. Webber. Administrator Eiane reported that the Town was notified that two companies, Fidium Fiber and Comcast, were going to be expanding broadband in Harpswell. She reported that there currently was little information regarding the time table or locations which would be getting the services. Administrator Eiane also reported that the new Harpswell Guide was available, and that the Harpswell Hiking Challenge was coming up on June 3-4, 2023.
5. **Consent Agenda: 1) Approval of the Minutes; 2) Election Worker Appointments; 3) Deputy Fire Warden Appointment; 4) Authorization of the Warrants:** Selectman Chipman moved, seconded by Selectman Covey to accept the consent agenda. [1) Minutes 4-27-23. 2) Ballot Clerks: Janet Andrews, Marolyn Bibber, Martha Burt, Christine Donovan-Hall, Donnette Goodenow, Megan Hubbard, Susan Lowery, Lydia Mears, Kathleen O'Donnell, Denise Perry, Patricia Tillotson, Gordon Warren and Marge Warren. Moderator: Janet Coombs. 3) Deputy Fire Warden: Frank Hilton. 4) Warrant #19 in the amount of \$992,442.90, and payroll warrant #18 in the amount of \$23,666.73]. Motion passed 3-0.

6. **Basin Point Road Traffic Calming Plan Adjustments:** Ben Shaw of Gorrill Palmer reported that based on some concerns regarding blind spots with the planned stripping of the road, that they had made some adjustments. This included transitioning from advisory shoulders to solid white fog line in three areas with limited sight lines, and reducing the advisory shoulders to 3ft. Ralph Merriman, Dorothy Rosenberg, Doug Nielson, and Road Commissioner Ron Ponziani spoke regarding the plan. Chairman Johnson moved, seconded by Selectman Covey to install 3 ft. advisory shoulders with fog lines on the areas with limited sight lines and the last 1000 feet of the road. Motion passed 3-0.
7. **Contractor Recommendations for Emergency Communication Tower and Equipment:** Administrator Eiane reported that the Town had received 5 bids for the Emergency Communication Tower and Equipment. The low bidder for the tower was East Coast Communications and low bidder for the radio project was RCM. She reported that staff was working with the two companies, and hoped to have contracts for approval at the next meeting.
8. **Protect Maine's Fishing Heritage Foundation:** Crystal Canney of the Protect Maine's Fishing Heritage Foundation, a group which supports small local aquaculture leases, is proposing a local moratorium related to aquaculture leases, which are being granted by the state to large fisheries. The Board agreed to invite Ms. Canney back at a later date, after getting some input from the Harbormaster and related committees. A moratorium would need to be voted on at Town Meeting.
9. **Houseworx Contract Amendment, RE: Cundy's Harbor Library Siding Repair/Project:** Deputy Administrator Gaudet reported that the Cundy's Harbor Library Siding Project was complete. The project experienced extensive delays due to a large amount of rot that was discovered after the project was started. She reported that the total amount of the change order to remedy the rot damage was \$30,436.23. Selectman Chipman moved, seconded by Selectman Covey to approve the change order. Motion passed 3-0. The project's costs are covered by a Cumberland County Development Block Grant.
10. **Committee Appointments:** Selectman Chipman moved, seconded by Selectman Covey to appoint John Rowland and David Anthony to the Energy and Technology Committee. Motion passed 3-0. Chairman Johnson moved, seconded by Selectman Chipman to reconsider, and not appointment, Scott Holowach and Christine Donovan-Hall to the Emergency Vehicle Committee, and to keep the committee at five members. Motion passed 3-0.
11. **Treasurer's Report:** Terri Gaudet the Town Treasurer reported on the Town's Finances as of April 30, 2023. [see attached]
12. **Accept Donations:** Selectman Covey moved, seconded by Selectman Chipman to accept the following donations; To the Bandstand: Maine Community Bank - \$525, William and Beth Muldoon - \$1,000, William McLin - \$250, Mary Maidl - \$100, Kathryn Willeford - \$250, Donation Box - \$73, John Deislinger - \$100, Sarah and John Moulton - \$100, and Wayne and Nancy Hurst - \$250. For a total of \$2,648. Motion passed 3-0.
13. **Public Comment:** None
14. **Other Business:** Deputy Administrator Gaudet reported the Town had received two Orr's Island Lease Agreements from James Morgan and Harold Maney. Selectman Chipman moved, seconded by Selectman Covey to renew the leases. Motion passed 3-0.

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

Respectfully Submitted,

Ronda Peek
Recording Secretary