

Select Board Meeting Minutes
May 23, 2024
Harpswell Town Office
Approved 6.06.24

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; Terri Gaudet, Deputy Town Administrator/Treasurer; Tim Clark, Code Enforcement Officer.

1. **Adoption of the Agenda:** The agenda was adopted with item 12 being moved to 6.5.
2. **Public Comment: None**
3. **Select Board's Announcements:** Selectman Chipman reminded the public that attaching signs to utility poles is not allowed.
4. **Town Administrator's Report:** Administrator Eiane reported that staff was recommending hiring Chloe Kilborn to fill the seasonal position of Park Monitor and Waterfront Technician. Chloe is a full-time employee of the Maine Department of Marine Resources, and would be working in Harpswell on the weekends through Labor Day. Selectman Chipman moved, seconded by Selectman Covey to hire Chloe Kilborn at a rate of \$20 per hour. Motion passed 3-0. Administrator Eiane reported that the interview team which included herself, Deputy Administrator Gaudet and Selectman Chipman were recommending hiring James Bebarski for the newly created position of Communications Specialist. This position will help the Town communicate across all platforms and assist with the continued implementation of hybrid meetings, this position will start as a part-time position. Selectman Chipman moved, seconded by Selectman Covey to hire James Bebarski at a rate of \$23.50 per hour. Motion passed 3-0. Administrator Eiane reported that the Town had received a proposal from Revision Energy looking to lease 5 acres at Mitchell Field for a solar farm. She reported that Revision would be at the meeting in two weeks. The Board concurred that the proposal should be sent to the Mitchell Field Committee and the Energy and Technology Committee.
5. **Consent Agenda: 1) Approval of the Minutes. 2) Authorization of the Warrants:** Selectman Chipman moved, seconded by Selectman Covey to approve the consent agenda. [1) Minutes of 5-9-24 as amended. 2) Warrant 21 in the amount of \$168,974.33, payroll warrant #20 in the amount of \$27,804.42]. Motion passed 3-0.
6. **Wharf Applications: 1) Longbottom Henry, LLC, Map 45, Lot 65 Pinkham Point Road;** Code Enforcement Officer Tim Clark reported that this was a commercial wharf, and the applicant was seeking to renovate and expand the commercial wharf: 16'x85' with a 5'x20' bump out, attached to a 3'x40' ramp. It had gone to the Planning Board and the authorization was being recommended with two conditions. The first condition is an easement for the riparian rights for the side floats to be executed and recorded in the registry of deeds, and the second condition is that the Codes Office is satisfied with the completion of the replanting plan. Chairman Johnson moved, seconded by Selectman Chipman to approve the application, with these two conditions, as the Harbormaster indicates there is no issue with navigation and the application does not cause injury to the rights of others in relation to fishing, fowling

or navigating. **2) John Libby Construction, Driftwood Tide Lane, Map 42, Lot 34:** Tim Clark reported that this is a new subdivision. The builder is seeking to install a community wharf system - construct a fixed pier 6'x50', ramp 3'x40', and float 12'x20'. Chairman Johnson moved, seconded by Selectman Chipman to approve the application as the Harbormaster indicates there is no issue with navigation and the application does not cause injury to the rights of others in relation to fishing, fowling or navigating. Motion passed 3-0.

7. **Harpswell Anchor Request for Use of Mitchell Field:** Deputy Administrator Gaudet reported that the Harpswell Anchor applied for the use of Mitchell Field for its annual advertiser appreciation event, for July 21, 2024 with a rain date of August 18, 2024. She reported that the fee had been paid and that proof of insurance was provided. Selectman Chipman moved, seconded by Selectman Covey to approve the application. Motion passed 3-0.
8. **Gorrill Palmer Work Scope RE: Road Work Relating to MDOT Grant:** Administrator Eiane reported that the Town was awarded \$50,000 grant and \$8,000 would be matched by the Town to assess sea level rise on Dingley Island Road Bridge and Lowell's Cove Road. Mary Ann Nahf from the Conservation Commission reported that there would be meetings with the neighborhoods and a public workshop. Selectman Chipman moved, seconded by Selectman Covey to contract with Gorrill Palmer, not to exceed \$58,000. Motion passed 3-0.
9. **Mooring Late Fees and Dinghy Fees.** Administrator Eiane reported that the Harbormaster was recommending waiving the mooring late fees due to the Town not sending out post cards. Selectman Chipman moved seconded by Selectman Covey to waive the late fee until July 1, 2024. Motion passed 3-0. Chairman Johnson reported that a haul off and float system had been set up at the location of the Town dock which had been destroyed. Selectman Chipman moved, seconded by Selectman Covey to reestablish a \$25.00 dinghy fee for the float. Motion passed 3-0.
10. **Draft June 15, 2024 Special Town Meeting Warrant:** Administrator Eiane reviewed the draft warrant for the special Town Meeting. Items include, a Floodplain Management Ordinance, changes to the Site Plan Review Ordinance, an amendment deleting the Accessory Residential Units and replacing with a definition for Accessory Dwelling Units (ADU), and a change to the Basic Land use ordinance to include ADU's, and address minimum lot size for ADU's, and conversion of 1-unit residential use to 2-units. Code Enforcement Officer Clark reported that the well and septic rules would still apply before an ADU could be considered. Administrator Eiane also reported that staff was still looking at the budgets that may need additional funding due the January storms.
11. **Storm Damage Repairs to Certain Town Properties:** Deputy Administrator Gaudet reported that the work done on the Giant Stairs, in the fall of 2023 was washed away in the January storms. R.A. Webber has bid \$7,814 to restore the trail and remove some ledge. The Town should receive reimbursement from FEMA for this work. Chris Coffin spoke regarding the Giant Stairs. Selectman Chipman moved, seconded by Selectman Covey to contract with R.A. Webber to repair the Giant Stairs Trail. Motion passed 3-0. Deputy Administrator Gaudet also reported that the Town engineer would be looking into erosion on Ocean Street. She also reported that the Town had experienced damage at the Potts Point boat launch, the Town received an estimate to repair for \$6,420. This repair is also expected to be reimbursed by FEMA. Selectman Chipman moved, seconded by Selectman Covey to contract with R.A. Webber for the repairs. Motion passed 3-0. She also reported that the Town had received an estimate to repair storm damage at Graveyard point to the boat launch, parking and retaining wall for \$8,094. This repair is also expected to be reimbursed by FEMA, Selectman Chipman moved, seconded

by Selectman Covey to authorize R.A. Webber to make the repairs. Motion passed 3-0. Deputy Administrator reported that the total for these three projects of \$22,328 would come from the Town Lands budget, until reimbursement is received from FEMA.

12. **Moved to 6.5: Appointments: 1) Aquaculture Working Group:** Chairman Johnson reported that the number of members had been increased to 8 in order to represent all of the aspects of this concern. Chairman Johnson moved, seconded by Selectman Chipman to appoint Samantha Bohan, Darcie Couture, Matthew Gilley, Jerry Leeman, Jay McCreight, Chris McIntire, William Saxton, Chairman of the Harbor and Waterfront Committee, and David Wilson, Chairman of the Marine Resource Committee, to the Aquaculture Working Group. Motion passed 3-0. **2) Conservation Commission:** Selectman Chipman moved, seconded by Selectman Covey to appoint Abby Roche as an associate member of the Conservation Commission. Motion passed 3-0.
13. **Open Vehicle Bids:** The Town received eleven bids for the 2017 Chevy Silverado. The bids were opened and read aloud by Selectman Covey: from Vincent Oppedisano \$5,000, from Jerry Leeman \$8,001, from Isabelle Sée \$10,000, from Avery Murhy-Anderson \$7,026.50, from Jeff Raup \$6,800, from John Faticanti \$6,000, from Virginia Oppedisano \$6,102.47, from Ronald Pelletier \$5,556, from Benjamin Abbott \$5,337, from Neal Favreau \$7,200, and from Robert O'Brian \$13,500. Selectman Chipman moved, seconded by Selectman Covey to award the vehicle to the highest bidder Robert O'Brian for \$13,500. In the event a backup was needed, then to Isabelle Sée for \$10,000. Motion passed 3-0.
14. **Public Comment:** Chris Coffin supplied the Board with a flyer from the Harpswell Heritage Land Trust which was printed listing Ocean Street as private. He pointed out that Ocean Street was a public road. The Board concurred that staff would contact the land trust to have the flyers corrected. George Prince spoke regarding aquaculture. Darcie Couture addressed Mr. Prince's question regarding acreages of aquaculture areas. David Wilson spoke regarding the Aquaculture Working Group.
15. **Other Business:** Deputy Administrator Gaudet reported that Scott Morgan and James Morgan had turned in their leases for their Orr's Island bridge wharves. The Board concurred to sign the leases. The Board also set the date of the non-resident taxpayer meeting for July 16, 2024 at 6:00 pm. The location would be confirmed. Administrator Eiane reported that the Select Board would meet on May 30, 2024 at 4:00 pm to hear from Gorrill Palmer regarding the project on Peabody Road. She also reported that the Affordable Housing Work Group had invited a representative of Maine State Housing to a workshop, and that the Select Board would be invited to attend on May 29, 2024 at 4:00 pm.
16. **Adjournment:** The meeting was adjourned at 7:17 pm without objection.

Respectfully Submitted,

Ronda Peek
Recording Secretary