

**Select Board Meeting Minutes**  
**June 20, 2024**  
**Harpswell Town Office**  
**Approved 07.11.24**

**Call to Order and Pledge of Allegiance:** Meeting was called to order at 6:15 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.

1. **Adoption of the Agenda:** The agenda was adopted as written.
2. **Public Comment:** Gary Vincent stated he previously emailed the Select Board asking the Board to change its process regarding Revision's solar farm proposal at Mitchell Field and issue a request for various sized proposals. Mr. Vincent asked if the upcoming meeting with the Select Board and Harpswell Community Broadcasting Corporation would be on the Town calendar; which was confirmed.
3. **Select Board's Announcements: None**
4. **Town Administrator's Report:** 1) Town Planner Candidate Update; Administrator Eiane reported that Mark Eyerman will be retiring as Town Planner and that an interview team consisting of herself, Mark Eyerman and Selectman Covey have narrowed down the candidates for the position and that a recommendation would be coming soon. 2) Mitchell Field Boat Launch Update; Administrator Eiane reported that she and Mark Eyerman met with the Dept. of Transportation (DOT) regarding the Mitchell Field boat launch project and the shortfall of Town funding. DOT agreed to give the Town more time to secure the necessary funding and agreed to hold the Small Harbor Improvement Program (SHIP) grant funds previously approved. Administrator Eiane asked the Board how it wanted to proceed, i.e. with the design as is, make changes, reach out to the public, or ask the Town for more funds. Matt Gilley and Alison Hawkes spoke in favor of moving forward with the all-tide boat launch. 3) Floodplain Management Ordinance; Administrator Eiane reported that the Floodplain Management Ordinance passed and that the public should see the Code Enforcement Office if they have questions. 4) Clark Cove Update; Administrator Eiane reported that information was starting to come in and that once a report is complete from Inland Fisheries & Wildlife, there would be a discussion at an upcoming Select Board meeting, possibly next month.
5. **Consent Agenda: 1) Approval of the Minutes. 2) Appointment of an Alternate Animal Control Officer. 3) Authorization of the Warrants:** Selectman Chipman moved, seconded by Selectman Covey to approve the consent agenda. [1) Minutes of 6-06-24, as amended. 2) Appointment of Peter Arnold as Alternate Animal Control Officer. 3) Warrant 25 in the amount of \$467,219.02, Warrant 25a in the amount of \$5,097.50, and payroll warrant #24 in the amount of \$31,198.67]. Motion passed 3-0.
6. **State Home Sharing Pilot Program:** Ben Weintraub, Maine Government Fellow from Bowdoin College, reported on the Affordable Housing Workgroup's suggestions to spread information on Nesterly, a company chosen by the State for the Home Sharing Pilot Program. Selectman Chipman

suggested a call-in program on Harpswell Community TV. The Board concurred that the Town should move forward with sharing information about Nesterly.

7. **Lease with Francis Bichrest for Commercial Wharf on Town Owned Property:** Administrator Eiane reported that Town Meeting had passed a warrant article authorizing the Board to enter into a lease agreement with Francis Bichrest for a commercial wharf on Town-owned property. There was a discussion regarding the annual lease fee. Chairman Johnson moved, seconded by Selectman Chipman to enter into a 25-year lease with Francis Bichrest at \$100 per year. Motion passed 2-0 (Selectman Covey opposed the lack of an escalator on the annual fee but supported the lease itself.)
8. **Grant Application for Resiliency Project at Lookout Point and use of Reserve Funds:** Ken Oehmig from the Town Lands Committee, reported that a Maine DOT grant was available which required a 5% match, and that Lookout Point Landing had been chosen to raise to 9.25 feet based on a previous study. Mary Ann Nahf of the Conservation Commission reported that Lookout Point had been chosen due to availability of parking and the ability to serve more people. The estimated cost is approximately \$4-500,000. Selectman Chipman moved, seconded by Selectman Covey to authorize the grant application and to approve the use of up to \$25,000 from the sustainability and resiliency reserve account, and to authorize the Town Administrator to sign. Motion passed 3-0.
9. **July 4 Holiday Schedule:** Administrator Eiane reported that State offices will be closed on July 5, 2024. Chairman Johnson moved, seconded by Selectman Chipman to close Town Office and the Recycling Center on July 4<sup>th</sup> and 5<sup>th</sup> as paid holidays. Motion passed 3-0.
10. **Public Comment:** None
11. **Other Business:** Administrator Eiane reported that there would be a Select Board meeting on June 27, 2024, at 2:00pm with the Town engineers to provide direction on Abner Point Rd and Lowell's Cove Rd. projects. She also asked the Board to consider a date to meet with the Board of Harpswell Community Broadcast Corporation.
12. **Adjournment:** The meeting was adjourned at 7:09 pm without objection.

Respectfully Submitted,

Ronda Peek  
Recording Secretary