

Selectmen's Meeting Minutes
July 7, 2022
Harpswell Town Office
Approved July 21, 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; Tim Clark, Code Enforcement Officer

1. **Adoption of the Agenda:** The agenda was adopted with removal of item #6
2. **Public Comment:** Mary Ann Nahf from the Resiliency and Sustainability Committee reported that the group would be holding a public Hearing on July 21st at 5:00 pm in the Selectmen's Meeting Room. Members of the public are welcome to come to learn about the mission of the Committee and make comments.
3. **Selectmen's Announcements:** Selectman Chipman reported that the Mitchell Field survey would be in the tax bills, discussed in the Harpswell Anchor, and posted on the Town website; he encouraged the public to complete the survey.
4. **Town Administrator's Report:** Administrator Eiane introduced the Town's Tree Warden, Tim Vail. Mr. Vail reported that he has been working with DOT and CMP to address dead trees in the right of ways. Many of these trees have been killed by winter moth. He reported that on State Roads, CMP would cut down trees and if they originated in the right of way, DOT would remove them: any that originated from private property would be left for the property owners.
5. **Consent Agenda:** 1) Approval of the Minutes 2) Committee Resignation 3) Endorsement of Candidate for MMA Legislative Policy Committee 4) Retroactive Approval of Grant Support Letter 5) Authorization of the Warrants. Selectman Chipman moved, seconded by Selectman Covey to accept the consent agenda. [1) Minutes 6-23-22. 2) Sue Vachon, Resignation from Conservation Commission. 3) Election of Carrie Weeman for MMA LPC Representative 4) Maine Living Shoreline Pipeline Development Grant Support Letter. 5) Warrant #27 in the amount of \$949,302.55, and payroll warrant #26 in the amount of \$23,526.09]. Motion passed 3-0.
6. ~~Wharf application, BHC LLC, 116 Gurnet Landing Road, Thi~~
7. **Request for Park's Monitor to Enforce Parking Ordinances:** Administrator Eiane reported that the Harbormaster had requested that the new Parks Monitor be given the authority to issue parking tickets. This would be in addition to the authority of the Cumberland County Sheriff and Deputies. Selectman Chipman moved, seconded by Selectman Covey to authorize the Parks Monitor to issue parking tickets. Motion passed 3-0.
8. **Gift Acceptance of Crushed Gravel from Harpswell Heritage Land Trust:** HHLT had extra stone left over from a project on its property near Giant Stairs, which they have offered to the Town.

Selectman Chipman moved, seconded by Selectman Covey to accept the crushed stone. Motion passed 3-0.

9. **Request for Earthcaching at Giant Stairs:** Selectman Covey reported that the Town Lands Committee was in favor of the request from Earthcache to use Gaint's Stairs as it is an important geological site. Selectman Covey moved, seconded by Selectman Chipman. Motion passed 3-0
10. **Land Use Violation in the Shoreland Zone, Sebascodegan Shores, Tax Map 51, Lot 63:** Code Enforcement Officer Tim Clark reported that trees had been cleared from the lot 10-12,000 sq ft more than what is allowed, and that the trees were cut before a plan was submitted to the Codes Office. The property owner claimed that the company that did the work had cleared more than the owner requested and that, at the time, none of the trees was within 75' of the shore. Amy Haible from the Planning Board encouraged the Board to levy a fine, to discourage further violations. Selectman Covey moved, seconded by Selectman Chipman to assess a \$500 fine and to require the property owner to plant native trees and shrubs to cover the area of excess cutting, which will be monitored by the Codes Office. Motion passed 3-0.
11. **Cable TV Work Group Products-Ascertainment Report, Vision Plan, Cable TV Franchise Agreement Request for Proposal:** Administrator Eiane updated the Board on the progress of the Cable TV Work Group in preparing for negotiations with Comcast. She reported that the group was recommending to the Board that the Town request \$100,000 in capital improvements from Comcast to; 1) upgrade equipment in the Town Office to improve access to public meetings and 2) upgrade equipment for HCTV. Peter Lieberworth explained that the funds would be used to set up a hybrid meeting system which would be easy for everyone to use. Selectman Covey explained that the capital funds would be split 50/50 between the Town and Harpswell Community Broadcasting. Selectman Covey moved, seconded by Selectman Johnson to move forward with the recommendations from the Work Group and allowing the group to negotiate with Comcast. Motion passed 3-0.
12. **Extension with Harpswell Community Broadcasting:** Administrator Eiane reported to the Board that the discussions with HCBC were ongoing and that she hoped to have them concluded by the end of July. Selectman Covey moved, seconded by Selectman Johnson that the current agreement with HCBC be extended to the end of July 2022. Motion passed 3-0.
13. **Extension with PlanME for Planning Services:** Administrator Eiane recommended extending the contract with Mark Eyerman of PlanME. Mr. Eyerman revisited the Land Use Violation and informed the Board that a permit was required to cut trees in the Shoreland Zone and that the public should report violations to Codes. Selectman Covey moved, seconded by Selectman Johnson to extend PlanME's contract. Motion passed 3-0.
14. **Letter of Support For Orr's Island Meeting House's Nomination to the National Register of Historic Places:** Selectman Covey moved, seconded by Selectman Chipman to send a Letter of Support to the State, signed by Selectman Johnson, in support of adding the Old Orr's Island Meeting House to the National Register of Historic Places. Motion passed 3-0.
15. **Request for Proposals For Cundy's Harbor Library Electrical Project:** Deputy Administrator Sawyer requested that the Board approve upgrading the electric service at the Cundy's Harbor Library, in order to support the future installation of heat pumps. She reported that there were sufficient grant

funds available to complete the project. Selectman Chipman moved, seconded by Selectman Covey to send out the request for proposals for the project. Motion passed 3-0.

16. **Municipal Release Deed, Tax Map 21, Lot 137:** Deputy Administrator Sawyer reported that the voters had authorized the Board to issue a Release Deed to the property owners of tax map 21, lot 137. She stated that the payment to reimburse the Town for its legal expenses had been received. Selectman Chipman moved, seconded by Selectman Covey to issue the Release Deed. Motion passed 3-0.
17. **Sole Source for Repair Work at the Old Town Meeting House:** Administrator Eiane recommended that the Town sole source up to \$30,000 with Chuck Alexander, a contractor familiar with restoration of historic buildings, for repair work budgeted and approved by the voters on the Old Town Meeting House. Selectman Chipman moved, seconded by Selectman Covey to sole source with Chuck Alexander up to \$30,000. Motion passed 3-0.
18. **Public Comment:** None
19. **Other Business:** Administrator Eiane requested that the Board hold a workshop with Gorrill Palmer to go over the plans for Basin Point Road.
20. **Adjournment:** The meeting was adjourned at 7:39 pm without objection.

Respectfully Submitted,

Ronda Peek
Recording Secretary