

**Select Board Meeting Minutes  
July 6, 2023  
Harpswell Town Office  
Approved 7.20.23**

**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,

**Selectmen Absent:** Selectman Jane G. Covey

**Staff Present:** Kristi Eiane, Town Administrator; Terri Gaudet, Deputy Town Administrator/  
Treasurer; Tim Clark, Code Enforcement Officer; Ron Ponziani, Road Commissioner

1. **Adoption of the Agenda:** The agenda was adopted with action on the Fire Administrator Position being deferred and Termination of the Right to Repurchase Harpswell Coastal Academy and the Negative Pledge Agreement added to 12.5.
2. **Public Comment:** None
3. **Selectmen's Announcements:** Chairman Johnson announced that Selectman Covey was unable to attend this evening.
4. **Town Administrator's Report:** Administrator Eiane reported that on July 5, 2023 the Town held a well-attended non-resident taxpayer meeting. **Recommendation for Hires:** Administrator Eiane reported that staff was recommending Nolan Kalil be hired as a Cedar Beach Monitor and Town Lands Monitor. Selectman Chipman moved seconded by Chairman Johnson to hire Nolan Kalil at \$16 per hour. Motion passed 2-0. Administrator Eiane reported that the playground equipment at Harpswell Coastal Academy (HCA) was included in the online auction, however the Town does not have an appropriation to bid on the equipment. She asked the Board to consider possibly placing before the voters the use of the \$30,000 repaid by HCA to purchase playground equipment for the Harpswell Neck side of Town.
5. **Consent Agenda: 1) Approval of the Minutes; 2) Authorization of the Warrants;** Selectman Chipman moved, seconded by Selectman Johnson to accept the consent agenda. [1) Minutes 6-22-23. 2) Warrant #27 in the amount of \$1,077,387.86 and payroll warrant #26 in the amount of \$26,519.26]. Motion passed 2-0.
6. **6:15 Public Hearing RE: Archer Holdings, Inc. (Harpswell Inn) First-Time Alcohol Application, 108 Lookout Point Road, Harpswell:** Chairman Johnson opened the public hearing at 6:15 pm. Deputy Administrator Gaudet introduced the new owner of The Harpswell Inn, Kelsey Robertson. She reported that due to the Inn changing ownership, a new alcohol license would need to be issued. She reported the abutters had been notified and an ad had been run in the Times Record for three consecutive days for which the applicant would reimburse the Town. Code Enforcement Officer Clark reported that the septic system was adequate and that there were no Code Violations. Kelsey Robertson reported that her family would be living at the Inn once the sale was complete. Selectman Chipman moved, seconded by Chairman Johnson to approve the application. Motion passed 2-0.

7. **Request for use of Mitchell Field for Lobster Boat Races:** Deputy Administrator Gaudet reported that the Harpswell Lobster Boat Races are planned for Sunday July 30, 2023, from 10:00 am to 2:00 pm, with a rain date of August 6, 2023. The races benefit the Harpswell Santa Fund. She reported that the insurance, parking plan and plan for additional portable toilets had been provided and everything was in order. Selectman Chipman moved, seconded by Chairman Johnson to approve the request. Motion passed 2-0.
8. **Request for Proposals for Giant Stairs Trail Maintenance:** Administrator Eiane reported that the wording in the request for proposals (RFP) had been changed to reflect the concerns that were brought forward at the last meeting. She reported that the Harbormaster would conduct a site visit with interested contractors on Aug. 2, 2023 at 1:00 pm. Alan Jarvis thanked Administration and the Select Board for clarifying that the RFP was intended to restore the trail to how it was after the 2007-2008 project. Selectman Chipman moved, seconded by Chairman Johnson to put the RFP out for bid. Motion passed 2-0.
9. **Winter Road Maintenance Contract:** Administrator Eiane reported that the Board had authorized Staff to negotiate with the Town's current winter road maintenance contractor. Town Meeting authorized the Board to enter into a multi-year contract. Administration negotiated a three year contract with an option for an additional two years. She reported that there was no increase in year one, a 2% increase in year two and a 3% increase in year three. Selectman Chipman inquired whether plowing and sanding for emergency vehicles was in the contract. Ron Ponziani, Road Commissioner stated that it was not in the contract, however, R.A. Webber had responded to those situations in the past without issue. Selectman Chipman moved, seconded by Chairman Johnson to contract with R.A. Webber & Sons, Inc. for Winter Road Maintenance for three years. Motion passed 2-0.
10. **Planning Contract Extension with Plan ME:** Selectman Chipman moved, seconded by Chairman Johnson to accept the 7<sup>th</sup> extension to the contract between Plan ME (Town Planner Mark Eyerman), and the Town. Motion passed 2-0.
11. **Treasurer's Report:** Treasurer Gaudet reported on the Town's Finances as of June 30, 2023. [see attached].
12. **Public Comment:** None

**12.5 Termination of the Right to Re-purchase and Negative Pledge Agreement with Harpswell Coast Academy:** Administrator Eiane reported that the voters had opted not to repurchase the Harpswell Coastal Academy (HCA) property at 9 Ash Point road. The termination of the Right to Re-purchase agreement was required for recording in the Registry of Deeds. Selectman Chipman moved, seconded by Chairman Johnson to authorize the Chair to sign the document. Motion passed 2-0. Administrator Eiane reported that the closing on the HCA property occurred on June 30, 2023 and that the Town received the \$30,000 due to the Town from HCA, therefore the Negative Pledge Agreement could also be terminated and recorded with the Registry. Selectman Chipman moved, seconded by Chairman Johnson to terminate the Negative Pledge Agreement and authorize the Chair to sign it. Motion Passed 2-0.

13. **Other Business:** None

14. **Adjournment:** The meeting was adjourned at 6:26 pm without objection.

Respectfully Submitted,

Ronda Peek

Recording Secretary