

**Select Board Meeting Minutes
July 20, 2023
Harpswell Town Office
Approved 8.3.23**

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, and Selectman Jane G. Covey

Staff Present: Kristi Eiane, Town Administrator; Terri Gaudet, Deputy Town Administrator/Treasurer; Tim Clark, Code Enforcement Officer; Deb Turner, Assessors Agent.

1. **Adoption of the Agenda:** The agenda was adopted with the addition of a hire for Fire Administrator to 4.5.
2. **Public Comment:** None
3. **Selectmen's Announcements:** Chairman Johnson announced that the Affordable Housing Work Group is holding four listening sessions between July 23 and July 25, 2023. Members of the public are invited to share their thoughts. Selectman Chipman announced that the Marine Resource Committee was holding its annual landowners appreciation dinner on August 20, 2023 from 11 am to 2 pm, at the Merriconeag Grange. He also announced that the Harpswell Neck Physical Education Association was holding a fundraiser and barbeque on July 22, 2023 from 12 pm to 3 pm, at Harpswell Center.
4. **Town Administrator's Report:** Administrator Eiane clarified that the landowner's appreciation dinner was intended for landowners of shorefront property who were currently, or may be interested in, allowing access to harvesters. She also relayed to the Board that the Harbormaster had reported that the Miss Plum, which had sunk in Mackerel Cove in the 1990's had a fuel leak. The Town sent a diver down who was able to temporarily stop the leak. Since then, the Coast Guard has completely removed the remaining fuel. She added that the schedule for the Affordable Housing Work Groups listening sessions could be found on the Town's website.
- 4.5 **Employment Fire Administrator:** Selectman Chipman moved, seconded by Selectman Covey to hire Mike Drake as the Town's new Fire Administrator. Motion Passed 3-0. Mike Drake, a current part-time municipal firefighter for the Town, thanked the Board and the Town Administration. He will begin the new position on August 7, 2023 at a salary of \$60,000 annually.
5. **Consent Agenda: 1) Approval of the Minutes; 2) Committee Appointment and Resignation; 3) Authorization of the Warrants;** Selectman Chipman moved, seconded by Selectman Covey to accept the consent agenda. [1) Minutes 7-06-23. 2) Appointment of Robert Eaton to the Recycling Committee and resignation of Zach Stoler from the Affordable Housing Working Group. 3) Warrant #29 in the amount of \$201,595.92 and payroll warrant #28 in the amount of \$28,253.12]. Motion passed 3-0.
6. **2022 Supplemental Tax Warrant:** Assessors Agent Debbie Turner reported that the Town owned half of a piece of land, Map 42, Lot 6. She explained that the lot had been fully exempted in error for the 2022 tax bills. A Supplemental Tax Warrant in the amount of \$158.12 is need for the half share not

owned by the Town. Selectman Chipman moved, seconded by Selectman Covey to issue the Supplemental Tax Warrant. Motion passed 3-0.

7. **Consider Road Names: 1) Map 9, Lot 69-1 & 69-2;** Tim Clark, Code Enforcement Officer reported that the abutters where not in agreement, one had selected Beverly Bluff Road, and the other Capsize Cove Road. Chairman Johnson moved, seconded by Selectman Chipman to name the road Beverly Bluff Road. Motion passed 3-0. **2) Map 58 Lot 6 & 6-1;** Selectman Chipman moved, seconded by Selectman Covey to name the new road Granite Ledges Road. Motion passed 3-0.
8. **Equipment Upgrade Proposal for Media and Meeting Rooms:** Peter Lieberwirth, Former Chair of the Communication and Technology Task Force, reported that a group had worked to develop a proposal to update the Town's media equipment, including what is needed to facilitate hybrid meetings in the Select Board meeting room. He reported that the group included Tom Pierce of Pierce Technology, Maryann Nahf, Administrator Eiane, and Deputy Administrator Gaudet. He described the audio and video upgrades. Administrator Eiane reported that Town Meeting had approved the use of up to \$50,000 from unassigned fund balance. This proposal estimates \$30,000 for equipment, \$5,000 for installation and training, and \$10,000 for electrical upgrades. The Town Administration anticipates that these costs will be offset by the new Franchise Agreement with Comcast. Selectman Chipman moved, seconded by Selectman Covey to authorize the Town Administrator to engage Pierce Technology and any needed vendors, including electrical, to complete the equipment upgrade for hybrid meetings. Motion passed 3-0
9. **Deed of Gift form Requests to Place Benches: 1) Mitchell Field;** Laura Barnett of Bowdoinham submitted a deed of gift form for a granite bench to be placed a Mitchell Field. Administrator Eiane reported that the proposed bench meets the requirements of the policy at Mitchell Field. Selectman Chipman moved, seconded by Selectman Covey to accept the bench. Motion passed 3-0. **2) Giant's Stairs;** Laura McKiernan of Somers CT., submitted a deed of gift form for a specially designed stone bench to be installed at Giant's Stairs. Laura McKiernan spoke about her desire to donate the bench in honor of a friend who had passed away. The Board discussed the lack of public policy regarding benches at Giant's Stairs. Chairman Johnson moved, seconded by Selectman Chipman to deny the offer. Motion passed 3-0.
10. **Public Comment:** Chandler Sinnett of Bailey Island spoke regarding the bench at Giant's Stairs.
11. **Other Business:** Treasurer Gaudet asked the Board to consider waiving the fee for the Lobster Boat races being held at Mitchell Field on July 30, 2023. The event benefits the Harpswell Santa Fund. Selectman Chipman moved, seconded by Selectman Covey to waive the fee. Motion passed 3-0. Maryann Nahf, Chair of the Resiliency and Sustainability Committee, asked the Board to authorize an application to the State for Federal funds which would be used to make needed improvements to Garrison Cove Rd. and Lookout Point Rd. The Board concurred that the Committee should submit a letter of application.
12. **Adjournment:** The meeting was adjourned at 6:37 pm without objection.

Respectfully Submitted,

Ronda Peek
Recording Secretary