

**Select Board Meeting Minutes**  
**August 3, 2023**  
**Harpswell Town Office**  
**Approved 8.18.23**

**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; and Deb Turner, Assessors' Agent.

1. **Adoption of the Agenda:** The agenda was adopted with Item 6 changing from Set the Mil Rate to update from the Assessor's Agent.
2. **Public Comment:** None
3. **Selectmen's Announcements:** Selectman Chipman reminded the public that placing business yard signs on street corners was in violation of the Town's sign ordinance. Selectman Covey reported that the Curtis Library Book Mobile has begun visiting Harpswell. Visit the Curtis Memorial Library website to view the schedule.
4. **Town Administrator's Report:** Administrator Eiane reported that an Affordable Housing Meeting will be held on August 22, 2023 at 6:30 pm at the Harpswell Community School, the public is invited. On August 30, 2023, at 6:00 pm at the Harpswell Town Office and by Zoom, the public is invited to share in a discussion regarding the future of the Administration Building at Mitchell Field. She also reported that on August 28 at 7:00 pm, the Comprehensive Plan Task Force was holding a call in show on Harpswell Community TV. Information on these events can be found on the Town's website. She reported that the Mobile Food Station at the Town Office was transitioning to every other Thursday beginning on August 10, 2023. The Town is working with Midcoast Hunger to perhaps have a food pantry in the Town Office at some time in the future.
5. **Consent Agenda: 1) Approval of the Minutes; 2) Committee Appointment and Resignation; 3) Emergency Management Agent and Fire Warden Appointment; 4) Authorization of the Warrants;** Selectman Chipman moved, seconded by Selectman Covey to accept the consent agenda. [1) Minutes 7-20-23. 2) Appointment of Jay McCreight and Peter Lieberwirth as full members and Tim Tear and Mark Leuchtenberger as associate members of the Resiliency and Sustainability Committee and resignation of Forest Mason from the Harbor and Waterfront Committee. 3) Appointment of Mike Drake, EMA and Fire Warden. 4) Warrant #31 in the amount of \$307,879.92 and payroll warrant #30 in the amount of \$25,310.11]. Motion passed 3-0.
6. **~~Set the 2023 Mil Rate Update from the Assessors Agent:~~ Debbie Turner, Assessors' Agent** reported that there were still some issues which need to be resolved and it would require an additional week to to prepare for setting the mil rate.

7. **Plan for the Mallett Brothers Concert at Mitchell Field Bandstand:** Don Miskill, Mitchell Field Steward reported that the Bandstand Committee was expecting a large crowd for the Mallett Brothers Concert on August 24, 2023. He reported that the Committee was proposing an additional parking and viewing area to be mowed. The Committee requested the closure of Mitchell Field between 4:00 and 4:30 to set up. Selectman Chipman moved, seconded by Selectman Covey to close Mitchell Field from 4:00 – 4:30 pm on August 24, 2023. Motion passed 3-0.
8. **Wharf Applications: 1) Enrique Rivas; Map 52 Lot 98** – 5 Laurel Point Circle: The applicant seeks to construct a Residential Wharf: 4x6 Landing, 4x16 Stairs, 6x8 Pier, 3x32 Seasonal Ramp, 10x16 Seasonal Float. Tim Clark, Code Enforcement Officer, reported that the application was in order and there were no objections from abutters. 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. **2) Datti Bianchi, Map 60 Lot 33** – 347 Bethel Point Road: The applicant seeks to convert a Residential Dock System to a Commercial Dock System: Increase and Expand the existing pier to 16’ x 50’, existing ramp to 4’ x 36’, and the existing float to 20’ x 40’. Tim Clark reported that the Planning Board approved the change of use. He reported that the abutters approved of the plan. 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.
9. **Letter of Support for Midcoast Council of Government Grant for Housing Study:** Administrator Eiane reported that Harpswell was a member of the Midcoast Council of Governments (MCOG). She reported that MCOG was seeking a \$75,000 grant from the Maine Department of Economic and Community Development, to be used for a Housing Study in the region. MCOG is requesting a letter of support from the Town. Selectman Chipman moved, seconded by Selectman Covey to send the letter of support. Motion passed 3-0.
10. **Invitation to Consult on the State of Maine Offshore Wind Research Array:** Administrator Eiane reported that the Town’s Code Enforcement Office had received an invitation from the United States Department of the Interior to become a consulting party for an environmental assessment. She suggested that the Town’s Harbormaster be named as the point person, and that possibly the Town would consider forming a small Working Group. Selectman Chipman moved, seconded by Selectman Covey to notify the US Department of the Interior that the Town would like to be considered a consulting partner. Motion passed 3-0.
11. **Process for Disposition of Old Video Equipment:** Selectman Chipman reported that the Town had some 40 year old video equipment that had little value, and that he had been approached by a school on the Brunswick Landing, looking for this type of equipment. Administrator Eiane suggested that if the equipment had any value that it might be placed for bid. Selectman Chipman felt the Town would have to pay to dispose of the equipment if it were not donated. Selectman Johnson moved, seconded by Selectman Covey to donate two VCR’s and two monitors. Motion passed 3-0. Selectman Covey suggested that the Board did need to consider how to dispose of unwanted items with little or no value in the future. The Board concurred to make it a goal to develop a process.
12. **Maine Municipal Association (MMA) Annual Election:** Administrator Eiane reported that the Town had received a ballot from MMA to elect a Vice President and three Executive Committee Members.

Selectman Chipman moved, seconded by Selectman Covey to vote Melissa Doane, Town Manager of Bradley for Vice President, and for the Executive Committee, Shiloh LaFreniere, Town Manager of Jay, Nathaniel Rudy, Town Manager of Gray, and Dina Walker, Selectperson from Weld. Motion passed 3-0

13. **Public Comment:** None
14. **Other Business:** None
15. **Adjournment:** The meeting was adjourned at 6:34 pm without objection.

Respectfully Submitted,

Ronda Peek  
Recording Secretary