

Select Board Meeting Minutes
August 17, 2023
Harpswell Town Office
Approved 8/31/2023

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.

1. **Adoption of the Agenda:** The agenda was adopted as written.
2. **Public Comment:** Chris Coffin spoke regarding yard signs and the Giant's Stairs Trail.
3. **Selectmen's Announcements:** None
4. **Town Administrator's Report:** Administrator Eiane reported that no responses had been received from the request for proposals for the Giant's Stairs project. She stated that staff was still working on a recommendation for next steps to get this project completed. She also reported that the Town had not received any responses from the request for qualifications for the Town Office HVAC project. She stated that staff had reached out to some of the companies that attended the site visit and that there was interest in the project. Staff recommended extending the deadline for bids on this project. Selectman Chipman moved, seconded by Selectman Covey to extend the deadline to mid-September. Motion passed 3-0. Administrator Eiane reported that there was one bid for \$160,000 for painting the Old Town House. This bid was well over budget and staff recommended rejecting that bid. The Board concurred. 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. Administrator Eiane reported that tax bills will be sent out soon.
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 8-03-23. 2) Appointment of Ted Merriman and resignation of Peter Nikitas on the Fire and Rescue Planning Committee. 3) Warrant #33 in the amount of \$870,399.33 and payroll warrant #32 in the amount of \$25,746.82]. Motion passed 3-0.
6. **Wharf Applications:** Mark and Sharon Dorsett, Map 63 Lot 34 – 62 Oakhurst Island Road; Tim Clark, Code Enforcement Officer, reported the applicant is seeking to construct a Residential Ramp and Float System: 6'x14' piling supported Dock, 3'x32' Seasonal Ramp, and 12'x20' Seasonal Float. He reported that 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.

7. **(11.5) Municipal Brownfields Site Assessment Application:** Administrator Eiane thanked Max Johnstone, from Midcoast Council of Government, for the proposal to apply for a Municipal Brownfields Site Assessment (Phase II) of the Administration Building and surrounding area at Mitchell Field. This program provides funding for environmental assessments of sites which may be contaminated. Max Johnstone reported that the Town could request that the study also look at PFAS. Selectman Chipman moved, seconded by Selectman Covey to submit the application. Motion passed 3-0.
8. **Request for use of Mitchell Field by the Harpswell Anchor:** Jane Warren reported that the Anchor would provide the required number of portable toilets for this event. The Harpswell Anchor was seeking a waiver of the fees. Selectman Chipman moved, seconded by Selectman Covey to waive the fees. Motion passed 3-0.
9. **Recommendation to set a Hearing to Open Quahog Bay:** Deputy Administrator Gaudet reported that the Harbormaster was requesting a public hearing to re-open Quahog Bay to harvesters for August 31, 2023 at 6:15 pm. Selectman Chipman moved, seconded by Selectman Covey to set the public hearing. Motion passed 3-0.
10. **Submerged Lands Lease Application:** Administrator Eiane reported that the lease needed to be modified to include the proposed boat launch at Mitchell Field. She reported the lease would be in effect until 2049, and that Municipalities were not required to pay a fee for the use of State waters below the low water line. Selectman Covey moved, seconded by Selectman Chipman to submit the application and authorize the Chair to sign. Motion passed 3-0.
11. **Treasurer's Report:** Treasurer Gaudet reported on the Town's finances as of July 31, 2023. [see attached.]
12. **Public Comment:** Chris Coffin made an inquiry about the design of the Mitchell Field boat launch. Deputy Administrator Gaudet reported the design was available on the Town's website on the Mitchell Field page.
13. **Other Business:** Administrator Eiane reported that the new plaque had been installed at the Cattle Pound, and the Brunswick Rotary wanted to schedule an unveiling. The Board concurred to schedule for 4:00 pm on August 24, 2023. She also requested a community meeting for the residents in the area of the Gurnet Bridge regarding speeding on Route 24. She reported that she would work with DOT to schedule a meeting possibly on September 7, 2023 at 3:00 pm.
14. **Adjournment:** The meeting was adjourned at 6:34 pm without objection.

Respectfully Submitted,

Ronda Peek
Recording Secretary