

Select Board Meeting Minutes
August 22, 2024
Harpswell Town Office
Approved 9.05.24

Call to Order and Pledge of Allegiance: Meeting was called to order at 6:00 pm.

This meeting is being held in the Select Board Meeting room at the Town Office and is available remotely by Zoom. The Chair read aloud the procedure for how members of the public could participate; such instructions were also included on the published agenda and on the website.

Selectmen Present: Chairman Kevin Johnson, Selectman David I. Chipman, Selectman Jane Covey

Staff Present: Kristi Eiane, Town Administrator; Terri Gaudet, Deputy Town Administrator/Treasurer; Paul Plummer, Harbormaster.

1. **Adoption of the Agenda:** The agenda was adopted as written.
2. **Public Comment:** Richard Lee and Paul Hatchet thanked the Select Board and Town staff for their efforts in cleaning up 7 Hugh Avenue.
3. **Select Board's Announcements:** None
4. **Town Administrator's Report:** Administrator Eiane reported that the 2024 Property Taxes bills had been mailed. The first payment is due September 16, 2024 and the second payment is due December 16, 2024. She also reported that the Town had been contacted by Kristine Logan, Executive Director of the Midcoast Redevelopment Authority (MRA), regarding the discharge of firefighting foam at Brunswick Landing. She offered to come to a meeting to discuss the environmental impacts to the Town.
5. **Consent Agenda: 1) Approval of the Minutes. 2) Supplemental Tax Bill. 3) Authorization of the Warrants:** Selectman Chipman moved, seconded by Selectman Covey to approve the consent agenda. [1) Minutes of 8-08-24. 2) Tax Bill for Map 50 Lot 4-1 and Map 42 Lot 6. 3) Warrant #34 in the amount of \$295,010.30, and payroll warrant #33 in the amount of \$29,381.10]. Motion passed 3-0.
6. **6:15 Public Hearing RE: Proposed Shellfish Ordinance Amendments:** Paul Plummer, Harbormaster, reported that these changes were housekeeping measures to comply with Department of Marine Resources (DMR) regulations. Sam Lemonick spoke regarding a typing error in section 404.3. Chairman Johnson closed the public hearing at 6:17. Selectman Chipman moved, seconded by Selectman Covey to place the Ordinance changes before the voters, and to change 404.3 to read "fail or refuse". Motion passed 3-0.
7. **Draft Housing Committee Mission Statement:** Selectman Covey reported that the Affordable Housing Task Force had completed its work and submitted its report which had recommended a Housing Committee. She went over the draft mission statement for the committee and recommended some changes. This included adding "to assist the Town, residents and others" to the first paragraph, and moving some of the bullet points. She also recommended that all of the Town's committees return to making an annual report to the Select Board. Selectman Chipman moved seconded by Selectman

Covey to approve the changes. Motion passed 3-0 Selectman Covey moved, seconded by Selectman Chipman to form the Housing Committee with seven members. Motion passed 3-0.

8. **Accept Small Community Grant for Replacement of a Failing Septic System:** Deputy Administrator Gaudet reported that the Town applied to the State of Maine for a grant to replace a resident's failing septic system. The grant was awarded (\$30,000) and she asked that it be accepted by Board. Selectman Chipman moved, seconded by Selectman Covey to accept the grant. Motion passed 3-0.
9. **Draft Municipal Warrant for November 5, 2024 Election:** Administrator Eiane went over the draft warrant articles which have been proposed for the November 5, 2024 election. These include the Shellfish Ordinance, a bond for the funding gap for the Mitchell Field boat launch. Selectman Covey reminded the public that this article was timely for the November election in order for the Town to retain the grant funds from the State. Also included, use of ARPA funds, an article authorizing the Board to seek a 501(c) (3) nonprofit to propose a use and show adequate funding for the administration building at Mitchell Field, and an article to authorize the demolition of the administration building at Mitchell Field. Selectman Chipman felt that the article for demolition should not be included until the residents voted on an opportunity for use by a nonprofit. The last article would authorize the Board to authorize the use of up to 15 acres for a solar array at Mitchell Field.
10. **Public Comment:** None
11. **Other Business:** None
12. **Adjournment:** The meeting was adjourned at 6:43 pm without objection.

Respectfully Submitted,

Ronda Peek
Recording Secretary