

Town of Harpswell
Mitchell Field Committee Meeting
February 4, 2019

Attendees: Jane Covey, Don Miskill, Sharon Oehmig, Mose Price, Karin Blake, Philip Conner, Paul Ciesielski and Scott Sheffer.

Also present: Mark Eyerman.

A quorum was present. The meeting was called to order at 5:02 PM.

Meeting Minutes: The December 3, 2018 minutes were approved as written [6-0-1]. The January 7, 2019 minutes were approved as amended [6-0-1].

Old Business: Action Items (not listed in any specific priority order)

- **Action Work List** – See addendum page following the minutes
- **Action item: Trim Oak trees at entrance and improve visibility of the entrance.**
- **Action item: Develop a Natural Resources Management Plan for the entire property.**
- **Action item: Bluff Stabilization and Beach Erosion Mitigation Plan**
- **Action Item: Mitchell Field Waterfront Vision Plan:** Replacement Pier, boat launch, and Stormwater Management Improvements.

New Business:

- **Revision Energy** – We will continue to look at it. Think they should also look at other sites.
 - It will be part of the MP review and update.
 - How does this fit with housing site considerations and conservation easement proposal?
 - Proposals (MFC and/or E&TC) will go to BoS and Town Meeting. Window is closed for 2019.
 - On sub-committee agenda for recommendation and possible sites if Yes.
 - Mark – 3 questions:
 - Do we want a solar field at MF?
 - If yes, do we move forward with it before the master plan update process is complete?
 - If yes, where would we site it?
- **Master Plan Update Working Group Update** – See handout. The actual sub-committee meeting minutes are separate from this memo from Mose. Discussed housing, marine BZ changes to size and location, and the admin building. New item of discussion is proposal to explore conserving portions of the meadow to non-profit through a conservation easement.
- **2019 Goals and Actions** – Approved with change [8-0-0]. Jane will forward to Kristi and BoS.
- **Waterfront Vision Next Steps:**
 - SHIP grant funds for boat launch will be in 2021. State does not have the funds for that year yet so no approval until they do.
 - Warrant article #33 requests the \$150,000 for matching funds and authorization to spend up to \$36,00 for final design and permitting.
- **Town Warrant** – Article #35 request BoS lease authority at MF entrance sites for up to 3 years. Discussion centered on 2 or 3 years as best option. 2-year option was not approved [1-6-1]. 3-year option was approved [6-1-1].
- **Town Meeting Prep** – Visual display and handout at the meeting. Article in Feb *Anchor* issue. Chair will talk at the meeting about articles #32 to #35.
- **Administration Building** – MPU s/c will make recommendation to MFC who will in turn make a recommendation to BoS. Looking to see if they can find an architect to pro bono design work. Options are:

Town of Harpswell
Mitchell Field Committee Meeting
February 4, 2019

- Add pitched roof to current building and renovate.
- Tear down and build new Welcome Center nearer to lower meadow on current site.
- Tear down and build new Welcome Center up on the lower meadow above current site.
- Current building is within 250' of shoreline. State mandated shoreland zoning regulations.
- **Chair's Update** – See handout. Still working on fisherman's inspection of the generator building. Will need to develop a memorial garden site and policy for all requests. Forwarded memo to BoS about MPU schedule change, see handout.
- **Planner's Update** – See handout. The suitability for septic systems report is back. Forwarded to members. No systems on the lower level area along the waterfront. The PFO test results are back from second testing event. MDEP still has some questions so nothing final yet.
- **Cell Tower** – E&T committee is working on siting a second tower in Harpswell to improve coverage. Looking at MF for tower not to exceed 200 feet in height. No lights needed. It would not be in approach path to Farr Field. They will be coming to us. Don has done a site visit with one person. Talked about using the sediment building location as it would not affect our other possible plans at the entrance.
- **Steward's Update** – See handout. Running Tide is making great progress.
- **Invasive Plants Management Program** – Lee Cheever has agreed to take over the program.
- **Winter Work Plan** – See Steward's Update.
- **Action Items Update** – No changes.

The MFC Meeting adjourned at 6:47 PM.

Handouts:

- Mark Eyerman Memo *Planner's Update* dated January 25, 2019
- Jane Covey Memo *Mitchell Field Committee Chairperson's Update* dated January 26, 2019
- Don Miskill Memo *Mitchell Field Steward's Update* dated February 1, 2019
- Jane Covey memo *Mitchell Field Master Plan Update Schedule Change* dated January 23, 2019
- Jane Covey draft *Mitchell Field 2019 Goals and Action Items* dated January 26, 2019
- Mose Price memo *Mitchell Field Master Plan Update Status Report* dated January 19, 2019
- Kristi Eiane email *Draft Articles for Mitchell Field* dated February 4, 2019 at 9:11 AM
- Spike Haible memo *MF Admin Building Overview and Concept Notes* dated December 3, 2018
- Albert Frick Associates, Inc. letter *Preliminary Soil Testing at Mitchell Field, Route 123 Harpswell* dated January 10, 2019

Next MF Committee Meeting:

- MFC meeting on Monday, March 4th, 2019 at 5:00 PM at the Town Office
- Town Meeting on Saturday, March 9th, 2019 at 9:00 AM at Harpswell Community School.
- MFC meeting on Monday, April 1st, 2019 at 6:15 PM at the Town Office
- MFC meeting on Monday, May 6th, 2019 at 5:00 PM at the Town Office

Next MF Master Plan Update Working Group Meeting:

- MF MPU WG meeting on Thursday, February 21st, 2019 at 5:00 PM at the Town Office
- MF MPU WG meeting on Thursday, March 21st, 2019 at 5:00 PM at the Town Office
- MF MPU WG meeting on Thursday, April 18th, 2019 at 5:00 PM at the Town Office

Town of Harpswell
Mitchell Field Committee Meeting
February 4, 2019

Respectfully submitted,
Don Miskill, Secretary

Attachments: (1) Mitchell Field Action Items List – Updated December 22, 2018

Town of Harpswell
Mitchell Field Committee Meeting
February 4, 2019

Mitchell Field Action Items List – Updated December 22, 2018

Buildings and other infrastructure

- Remove wires and take down poles at water tower, sediment building and admin building
- Evaluate the Pump House behind the fire station – usable or demo
- Sentry building refurbishment
- Paint roof trim on buildings – Admin, Sentry
- Paint generator building windows
- Remove the two buildings in the water tower compound
- Close up air intake on south end of Generator building
- Clean out Admin Building

Roads, Fences and Debris

- Remove wire rope along the south perimeter road (flagged and staked)
- Remove dead tree at entrance copse
- Remove designated fence poles along the bluff
- Fell and buck hazard trees in the forest
- Remove remaining fence barb wire
- Finish crack sealing on main road (road commissioner)
- Move fishing traps from old road area near garden shed to the Admin Garage
- Move crab traps from Sentry building to Admin Garage.

Signage, Traffic, Trails, Parking

- Realign beach area sign post. Add another NO LIFEGUARD sign.
- Repair trail ruts
- Paint parking road stripes – In the spring
- Set up traffic counter – In the spring
- Develop mid-range plan for parking

Waterfront/Recreation

- Complete Town Dock and Boat Launch project
- Till and smooth lower meadow so it is usable as a grass playing area
- Install (5) 4x4 posts on new beach access trail
- Install Roark bench

Town of Harpswell
Mitchell Field Committee Meeting
February 4, 2019

Natural Resource/Invasive Plant Management

- Spring field burn
- Spring Invasive Plant Workday
- Fall Invasive Plant Workday
- Spring Entry-way Weeding/Bed Cleanup- Mulch
- Consult with RT on Fence planting (encourage native)
- Assess Lower Meadow Wetland Status

Other

- Repair (2) water well casings in former housing area. Install locking caps.
- Pour concrete slabs on which to set granite benches
- Remove pipe stub on north side of causeway road just past old DogPot pole – after pier demo
- Tel-Com Conduit Repairs – after pier demo