

Board of Selectmen's Meeting Minutes
February 21, 2008
Harpswell Town Office
Approved on February 28, 2008

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Selectmen Present: Amy N. Haible, James S. Henderson and Chairman Samuel W. Alexander

Staff Present: Kristi Eiane, Town Administrator and Terri Sawyer, Deputy Town Administrator

Call to Order and Pledge of Allegiance: The meeting was called to order by Chairman Alexander at 6:30 p.m. with the Pledge of Allegiance. The meeting was videotaped and broadcast live on Harpswell Community Television.

Chairman Alexander stated the Board met in executive session at 6:00 p.m. pursuant to 1 M.R.S.A. Section 405 (6)(D) to discuss the status of labor negotiations with the union at the Recycling Center.

1. Adoption of the Agenda: Chairman Alexander moved, seconded by Selectman Haible to adopt the agenda as printed; motion passed 3-0.

2. Town Administrator's Report: Administrator Eiane explained that Town Meeting approved funding for a Water and Septic Study Phase II in follow up of Phase I completed by Wright and Pierce. A Request for Proposals was sent out, three companies responded and a workgroup interviewed the companies and recommends Ransom Environmental, partnering with CES. Administrator Eiane stated that Ransom showed modeling and included a minimum of three meetings in their proposal. Administrator recommended the Board vote to authorize her to negotiate a contract with Ransom Environmental to perform this study. Chairman Alexander moved, seconded by Selectman Henderson to allow Administrator Eiane to negotiate a contract with Ransom Environmental to perform this study; motion passed 3-0. Administrator Eiane noted their proposal needs to reduce by approximately \$1,200 to be within the Town's budget. Administrator Eiane stated she spoke with Matthew Kurtz and he will send an amended letter referencing the pipeline that runs from the previous Fuel Depot to Brunswick. Administrator Eiane announced Brian Whitney, of Senator Snowe's Office, has offered to meet with the Town regarding federal grant programs.

3. Selectmen's Announcements: Chairman Alexander reminded the public that Saturday, March 8 is Town Meeting and of the public hearing scheduled for February 26 at 7:00 p.m. at Harpswell Islands School. Selectman Henderson stated the next Regional School Consolidation meeting is scheduled for February 27.

4. Recreation Awards: Don Miskell spoke of the Town's swim programs (community swim, summer swim and the school swim program) and stated that they could not be offered without the many great volunteers. Mr. Miskell recognized Joyce Brown, director of the summer program; Marolyn Bibber, director of the West Harpswell swim program; and Hillary Innis, director of the Harpswell Islands swim program for their dedication. Liz Bouve, Recreation Director, recognized Roger Hollingshead for his dedication in maintaining Trufant-Summerton Ball Field, coaching baseball and helping with basketball. All four volunteers were presented with awards.

5. Treasurer's Report: Marguerite Kelly, Town Treasurer, stated that the recent recording of the 2007 supplemental taxes in the general ledger has increased the general fund by approximately \$30,000. Ms. Kelly reviewed her report for January (attached as further reference). Ms. Kelly explained the Town's internal controls.

6. 7:00 PM Public Hearing on Proposed Harbor & Waterfront Ordinance Amendments: The hearing began at 7:10 p.m. Chairman Alexander reviewed the summary of changes and Jim Hays, Harbormaster, answered questions. The Board discussed whether to keep the \$100 fine in section 5.1.5 and agreed to remove

it as proposed. Mr. Hays reviewed the mooring waiting list priorities. There were no comments or questions from the public. Chairman Alexander moved, seconded by Selectman Haible to close the public hearing at 7:30 p.m.; motion passed 3-0.

7. Committee Resignations: Selectman Haible asked Tony Barrett if he would work with the Mitchell Field Implementation Committee on an ad hoc basis and he agreed. Selectman Haible moved, seconded by Chairman Alexander to accept the resignations of David Hackett and Tony Barrett from the Mitchell Field Committee with thanks; motion passed 3-0.

8. Appointments: Warden and Deputy Warden for March 8 Election at Town Meeting: Chairman Alexander moved, seconded by Selectman Haible to appoint Catherine Doughty as warden and Megan Hubbard as deputy warden; motion passed 3-0.

9. Sign Municipal Warrant for Unlicensed Dog Owners: Administrator Eiane explained this warrant gives the Animal Control Officer the authority to cite unlicensed dog owners requiring them to license the dog within 7 days and pay the fees, including late fees. Chairman Alexander moved, seconded by Selectman Haible to sign the warrant; motion passed 3-0.

10. Consideration of 2008 Budget Items: Administrator Eiane explained that this issue was brought before the Selectmen last week and the impact to the budget and to specific employees is now available. Based on the calculations provided, if the Town covered both the Town's share and the employee share of Medicare and FICA taxes on the Town's match of ICMA retirement for the years 2004 - 2007; the total cost is \$8,348. The Town carried \$1,400 forward from 2007 and can likely absorb another \$1,000 in the proposed 2008 budget, leaving an additional amount of \$6,000 needed in the 2008 employee benefit budget line. This proposal would not have any negative impact on the employees. Chairman Alexander moved, seconded by Selectman Haible to increase the 2008 employee benefit line by \$6,000; motion passed 3-0.

11. Review Updated Draft of 2008 Town Meeting Warrant: Administrator Eiane reviewed the updated LD1 calculations and stated the Board could consider using the additional \$30,000 discovered yesterday by adding back \$20,000 into the capital road budget and/or reducing the tax commitment. Chairman Alexander moved, seconded by Selectman Henderson to add \$30,000 into Article 39 to use from undesignated fund balance to reduce the tax commitment (total of \$255,000 to be used); motion passed 3-0. Selectman Henderson questioned about adding \$20,000 into the capital road project and Chairman Alexander and Selectman Haible were not in favor. Administrator Eiane stated she wanted to implement a local home heating assistance program and will further research the idea for next year.

- **Harbor & Waterfront Ordinance:** the Board recommends this article.
- **Employee Benefits Article:** the Board recommends this article.
- **Multi-year agreement with HCBC:** the Board recommends this article.
- **Emergency Services Vehicle Bond Issue Article:** the Board recommends this article. Chairman Alexander expressed concern that the amount may be too much too soon. Glenn Gott asked about the process of ordering the vehicles.
- **Emergency Communications Equipment:** the Board recommends this article.

Administrator Eiane stated she spoke with Paul Strout, Tower Specialists, and he has received approval from the FFA for the 300-foot tower and that he needs the load rating of the emergency equipment. It was discussed the Board will meet next Thursday and then not on March 6. It was noted the petition regarding Iraq could still be received (by next Wednesday) in time to be discussed on Town Meeting floor.

12. Authorization of the Warrant: Chairman Alexander moved, seconded by Selectman Haible to approve warrant #9 in the amount of \$119,370.80; motion passed 3-0. Selectman Haible moved, seconded by Chairman Alexander to approve payroll warrant #8 in the amount of \$16,851.87; motion passed 3-0.

13. Approval of the Minutes: Chairman Alexander moved, seconded by Selectman Haible to approve the January 24 minutes as printed; motion passed 3-0. Selectman Henderson moved, seconded by Chairman Alexander to approve the minutes of February 7 as printed; motion passed 3-0. The minutes of February 14 were tabled to amend the generator section. Selectman Henderson moved, seconded by Selectman Haible to approve the administrative notes of February 19; motion passed 3-0.

14. Public Comment: Deb Levensailor spoke in favor of not removing the water tower at Mitchell Field as it may have potential to be used for a cell tower. Glenn Gott spoke in favor of a local home heating assistance program and against the 40-foot buffer setback ordinance proposal. Mary Ann Nahf spoke about the 1987 Comprehensive Plan wanting to maintain the Town's rural character.

15. Adjournment: The meeting was adjourned by unanimous vote at 8:35 p.m.

Respectfully Submitted,

Terri-Lynn Sawyer

Attachments: Treasurer's Report