

Board of Selectmen's Meeting Minutes
October 16, 2008
Cundy's Harbor Community Building
Approved on November 20, 2008

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Selectmen Present: James S. Henderson, Mark E. Wallace and Chairman Amy N. Haible

Staff Present: Kristi Eiane, Town Administrator; Terri Sawyer, Deputy Town Administrator; and Marguerite Kelly, Treasurer

The Board met at 5:30 p.m. to handle administrative matters; the Board requested a written process for reviewing zone change requests and agreed to review the need for a fee for such process at a later date; more information was requested regarding potential environmental impacts from the proposed hydroelectric pumped storage facility in Wiscasset outlined in the FERC application; the Board requested land use information on Brunswick's land that borders Harpswell as outlined in Brunswick's proposed comprehensive plan; the Board directed that the Town take steps to leave SMEDD and become a member of MCEDD; the Board was reminded of the need to complete NIMS and Freedom of Access training; a time to review abatements was scheduled; the Board agreed that a written proposal regarding an affordable housing TIF is required prior to the Board's consideration; Selectman Wallace stated a resident offered to remove the sand at the Pott's Point boat ramp at no charge and the Board agreed to proceed if DEP approves and an agreement is signed; purchase orders exceeding \$1,000, a wharf notice of decision and appointment sheets were signed.

Call to Order and Pledge of Allegiance: The meeting was called to order at 6:35 PM, and the Pledge of Allegiance was recited. The meeting was videotaped for later broadcast on Harpswell Community Television.

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

2. Welcoming Remarks: Cricket Tupper, Cundy's Harbor Rescue Chief, welcomed everyone to the Community Building and provided a history of how Cundy's Harbor got its name.

3. Town Administrator's Report: Town Administrator, Kristi Eiane, thanked Terri Sawyer, Deputy Town Administrator for holding the Town's annual flu clinic and in two sessions this year (morning and evening). Administrator Eiane announced Jim Gordon's, Recycling Center and Transfer Station Manager, last day was this past Tuesday and how much she appreciated working with him and stated that his shoes will be difficult to fill. Administrator Eiane welcomed Fred Cantu, Mr. Gordon's replacement, who starts on Monday. Administrator Eiane reminded the public of the available heating programs: LIHEAP, which the Town's staff, Linda Strickland, is now intaking applications for and the Town of Harpswell's local heating assistance program. Administrator Eiane encouraged people to apply for assistance if needed during this upcoming difficult heating season.

4. Selectmen's Announcements: Chairman Haible agreed that Jim Gordon, Recycling Center and Transfer Station Manager, would be greatly missed and welcomed his replacement, Fred Cantu.

5. Old Business: There was none.

6. Treasurer's Report: Marguerite Kelly, Town Treasurer, stated that positive pay has been implemented and that the Maine Municipal Bond Bank was able to implement the bond issue and did so at a lower interest (4.5%) than expected. Ms. Kelly reviewed her report for September's financial activities (attached). Ms. Kelly stated that liens for tax year 2006 will foreclose on December 15 and encouraged those in this situation to contact the Town as soon as possible. Ms. Kelly, as chair of the Budget Advisory Committee, reviewed the Committee's recommendations for three areas of Town fees: mooring fees, tire disposal fees and town clerk fees. Chairman Haible encouraged members of the public to comment on the proposals as the Board will review the recommendations at its next meeting.

7. Unknown Owner Parcels Process: Marguerite Kelly, Town Treasurer, reviewed her October 6 memo (attached) regarding the process for two unknown owner parcels. Selectman Henderson requested clarification on certain language and it was discussed. Ms. Kelly explained the ½ owner interest was difficult but that the known ½ owner of the parcel has indicated they are considering donating their interest to the Town. The advertisement announcing the pending liens on the unknown owner parcel will be published next Thursday.

8. School Board Update: Dee Carrier, chair of the school board of directors, announced the formation of a new task force with Brunswick to review sharing services and reducing costs. The task force will have three Brunswick and 3 SAD 75 school board members, 2 community members and school staff such as superintendent and assistant superintendent to assist. This task force will create opportunities for sharing special teachers such as Chinese and Italian and the food services director. Joanne Rogers, school board member, stated she visited the Mt. Ararat Middle School class that cleaned up Mackerel Cove and she thanked them for their incredible volunteer efforts. The class had a lot of ideas regarding the causes of the beach pollution and solutions. Ms. Rogers stated the school has a comprehensive strategic planning committee which was formed early in the year to look at the future of education – budget, skills, learning. The CSPC will engage the community, students and various groups in their strategic planning. David Johnson, school board member and chairman of the facilities committee, stated the committee is developing a capital plan and visits each facility site to see what projects are being proposed at every school before prioritizing projects. The proposal goes to the Finance Committee and then the whole budget committee, board and public. Mr. Johnson stated that Mt. Ararat High School is structurally the most inefficient teaching facility and the Board is looking to apply for state funding for replacement or rehabilitation again. Chairman Haible asked if West Harpswell School was slated for closure; the school Board responded that it has never been publicly discussed for closure but that the CSPS will be looking at reconfiguring schools districtwide.

9. Request for Proposals for Legal Services: Administrator Eiane stated that several weeks ago, the Board agreed to test the market for legal services and she has put together a request for proposals. Selectman Henderson moved, seconded by Selectman Wallace to approve the RFP; motion passed 3-0.

10. General Assistance Ordinance Maximums Public Hearing: Chairman Haible moved, seconded by Selectman Henderson to open the hearing; motion passed 3-0. Administrator Eiane explained this was an annual adoption by municipal officers (not Town Meeting) of the appendices for general assistance based on HUD and federal calculations. Administrator Eiane stated the Town can assist in greater amounts than the appendices for emergency situations. Administrator Eiane recommended approval of Appendices A and B and not C (as the rent maximums are not realistic for this area). Chairman Haible moved, seconded by Selectman Henderson to close the hearing; motion passed 3-0. Selectman Henderson moved, seconded by Chairman Haible to adopt appendices A & B; motion passed 3-0.

11. Comcast Extension: Administrator Eiane stated the proposed extension was provided to the members of the Communications Advisory Committee. David I. Chipman, Chair of the Communications Advisory Committee, stated the committee is working on a new franchise agreement with Jay Sommers, of Comcast, including input from members of the public. The current franchise agreement with the Town expires at the end of October and this extension would go for three months and allow negotiations for the new agreement and Mr. Chipman recommended it. Selectman Henderson moved, seconded by Chairman Haible to approve the Comcast 3-month extension; motion passed 3-0.

12. Governance Committee Recommendations: David I. Chipman, chair of the Governance Committee, presented revisions to the Recall of Elected Municipal Officials (attached) and there was a brief discussion regarding the proposals and the Committee was asked to add a public hearing section. Mr. Chipman stated the Committee recommends the Road Commissioner position be appointed and not elected as the job is becoming

more complicated and requires certain qualifications. There was a discussion about how the Treasurer's position requires certain qualifications and Mr. Chipman stated it would be difficult to make this position appointed with the two deputy treasurers being elected. The Board asked the Committee to revisit this issue.

13. Appointments and Resignation: Chairman Haible moved, seconded by Selectman Henderson to accept Ellen Lebauer's resignation from the Town Lands Committee with thanks; motion passed 3-0. Chairman Haible moved, seconded by Selectman Wallace to appoint Helen Tupper, Sheila Pulver, Gertrude Knight, Meissa Swanson, Melody Coombs, Christina Weeks as election/ballot clerks; Patricia Leary, Hope Hilton, Thomas Rothwell, Lou Brown, Jean Richter, Kerry Matteson as Deputy Wardens; Janet Coombs, Megan Hubbard and Susan Lowery as wardens; motion passed 3-0.

14. Revised Permit for Pole Locations on Shore Acres Road: Deputy Town Administrator explained the application is revised from the prior application of a couple of weeks ago for power poles to be installed on Shore Acres Road right-of-way; it is 6 poles as opposed to the 5 poles from the original application. Chairman Haible moved, seconded by Selectman Henderson to approve the revised application; motion passed 3-0.

15. Solid Waste Disposal Recommendation: Chairman Haible noted the bids were opened at the last meeting and referred to the Recycling Center and Transfer Station Manager, James Gordon. Mr. Gordon is recommending a one-year contract with Pine Tree Wastes, effective 1/1/09, and to consider asking Town Meeting to authorize entering into a multi-year contract. Selectman Henderson stated he was concerned about multi-year due to the status of single-stream recycling. Selectman Henderson moved, seconded by Chairman Haible to enter into a one year contract with Pine Tree based on their response; motion passed 2-0 (Selectman Wallace abstained).

16. Selectmen's Meeting Schedule: Selectman Wallace suggested holding administrative meetings on Wednesday at 4:30 or Tuesday after January 1. Chairman Haible and Selectman Henderson agreed to not have another night meeting and suggested meeting on Tuesday morning on an as needed basis after January 1.

17. Authorization of the Warrant: Chairman Haible, seconded by Selectman Henderson to approve warrant #62 in the amount of \$1,133,298.96; motion passed 3-0. Selectman Henderson moved, seconded by Chairman Haible to approve warrant #63 in the amount of \$16,987.68; motion passed 2-0 (Selectman Wallace abstained). Chairman Haible moved, seconded by Selectman Henderson to approve warrant #64 in the amount of \$110,085.83; motion passed 3-0. Payroll warrant #42 in the amount of \$13,207.81 was noted for the record.

18. Approval of the Minutes: Chairman Haible made two minor changes. Selectman Henderson moved, seconded by Selectman Wallace to approve the October 2 minutes as amended; motion passed 3-0.

19. Public Comment: Deb Levensailor gave thanks for the Town's 250th celebration, the nice gardens in front of the Town Office and in general for the hard work.

20. Adjournment: The meeting was adjourned by unanimous vote at 9:00 p.m.

Respectfully Submitted,

Terri-Lynn Sawyer

Attachments: Treasurer's Report & Unknown Owner Parcel memo
Recall of Elected Municipal Officials and 9/26 memo