

Board of Selectmen's Meeting Minutes

October 2, 2008

Harpswell Town Office

Approved on October 16, 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; William Wells, Code Enforcement Officer; Marguerite Kelly, Treasurer; Carol Tukey, Town Planner; and Bob Venard, Road Commissioner.

The Board met at 5:30 p.m. to handle administrative matters; Debora Turner, Assessing Agent, briefed the Board on the pending abatement applications and set October 23 at 4:30 p.m. as a meeting with pending applicants; the Board set October 23 at 5:30 p.m. as a meeting with the Conservation Commission re: open space plan and November 6 as a junkyard site visit and hearing; the Board signed purchase orders exceeding \$1,000, a wharf notice of decision and appointment sheets.

Call to Order and Pledge of Allegiance: The meeting was called to order at 6:30 PM, and the Pledge of Allegiance was recited. The meeting was videotaped and broadcast live on Harpswell Community Television.

1. Adoption of the Agenda: Chairman Haible moved, seconded by Selectman Henderson to add 19a. Contract with Bowdoin College for family swim and 7a. Abatements; motion passed 3-0.

2. Town Administrator's Report: Town Administrator, Kristi Eiane, announced the October 16 Selectmen's meeting will be held at the Cundy's Harbor Community Building as part of the Town's 250th anniversary celebration. Administrator Eiane announced the annual flu clinic date as October 9 at 9 a.m. to 11 a.m. and 5:00 to 7:00 p.m. and that CHANS will administer the vaccine. Administrator Eiane recommended Fred Cantu for the position of Recycling Center/Transfer Station Manager effective October 20, after conducting interviews that included Jim Gordon and Terri Sawyer. Selectman Henderson moved, seconded by Chairman Haible to hire Fred Cantu as the Recycling Center/Transfer Station Manger; motion passed 2-0 (Selectman Wallace abstained).

3. Selectmen's Announcements: Selectman Wallace stated he was interested in holding the Board's administrative meeting on another night or meeting every week; Chairman Haible asked that the discussion be placed on the next meeting's agenda.

4. Old Business: Treasurer's Update on Bond Bank Application: Marguerite Kelly, Treasurer, updated the Board on the Town's \$500,000 borrowing (for emergency services vehicles) with the Maine Municipal Bond Bank (MMBB). Today Ms. Kelly called the MMBB and it appears they will proceed on the original schedule of pricing Monday (October 6) as long as the interest rate doesn't exceed 5.5%. If the 1-year rate drops, the MMBB will refinance and pass the new interest rate benefits onto the Towns. Ms. Kelly stated an interest rate of 5.5% will add \$5,000 to the Town's 2009 debt service budget. Administrator Eiane explained that 2 out of the 3 contracts for emergency services vehicles are ready for review and approval and that the ambulance is has an 8 month lead time and the chassis could be ready in 6 weeks – at which time the Town could go to a local bank for the borrowing if the MMBB is not ready to proceed.

5. Acceptance of Donations

- **Harpswell Festival donation for heating assistance:** Tom Allen, Executive Director of Harpswell Festival, Inc., stated how countless volunteers solicited donations for a walk-a-thon to support Harpswell's heating assistance program. Many people chose to donate to the program without participating in the walk-a-thon and Mr. Allen thanked many volunteers by name. Approximately \$2,200 was raised in donations and the Festival gave \$800 for a total donation of \$3,000.

- **Harpwell Business Association for heating assistance:** Mr. Richard Moseley (later in the meeting) presented the Board with a check of \$150 for the heating assistance program. Chairman Haible moved, seconded by Selectman Wallace to accept the donation with thanks; motion passed 3-0.
- **Other Heating Assistance:** Chairman Haible thanked Elaine Baur and Dr. Bruce McEwen for their donations to the heating assistance program totaling \$250.
- **Summer Swim in Memory of Joyce Brown:** Chairman Haible thanked Mr. and Mrs. Orem, Mr. and Mrs. Leclair, Mr. and Mrs. Sullivan and Ruth Green for their donations to the summer swim program totaling \$210.00.
- **Mitchell Field:** Administrator Eiane noted the Town received a \$120 anonymous donation for doggie bag stations at Mitchell Field.

Selectman Henderson moved, seconded by Chairman Haible to accept all the above stated donations; motion passed 3-0.

6. Gary Vincent Wharf, 439 Long Point Road, Map 37, Lot 65: Chairman Haible moved, seconded by Selectman Henderson to open the public hearing; motion passed 3-0. William Wells, Code Enforcement Officer, provided a review of the application and recommended its approval even with the narrow channel as the proposal will not occupy more than 25%. There were no comments on the application. Selectman Henderson moved, seconded by Selectman Wallace to approve the application as it does not cause a hazard to navigation or injury to the rights of others; motion passed 3-0. The hearing was closed.

7. Road Commissioner's Report

- **Capital Road Update / Work Order #28:** Bob Venard, Road Commissioner, restated that the Ash Point Road part of the project has been delayed until spring; Steamboat and Grassy Roads have their first coat of pavement and will be completed by next week. Mr. Venard explained the Town is carrying approximately \$150,000 for Ash Point Road in 2009 and this proposed work order 28 is to continue the engineering services of Woodard & Curran for the remainder of monitoring services for the Grassy Road and Steamboat Road projects including billing. The Board discussed how much engineering has been utilized and the value of extending the monitoring contract. Chairman Haible moved, seconded by Selectman Henderson to sign work order #28 for \$3,000 to complete this project, including the invoicing review; motion passed 2-1 (Selectman Wallace opposed).
- **Cundy's Harbor Road:** Mr. Venard reviewed the Town previously participated in a program where the Town contributed funding towards a State road improvement to have the project completed sooner than without participation. The Town could participate in that same program with a section of Cundy's Harbor Road with a local contribution of \$184,000. The Board agreed this is the State's responsibility and that the requested funds could be well spent in another budget area and declined to participate at this time..

7a. Abatements: Chairman Haible explained the Board met with Debbie Turner, Assessing Agent, at the 5:30 p.m. administrative meeting regarding these applications. Chairman Haible moved, seconded by Selectman Henderson to approve the abatement for Wallace Millner in the amount of \$186,900 value and \$1,156.91 in taxes; motion passed 3 -0. Selectman Henderson moved, seconded by Chairman Haible to approve the abatement for Thomas Himes in the amount of \$201,300 value and \$1,246.05 in taxes; motion passed 3-0. Chairman Haible moved, seconded by Selectman Wallace to approve the abatement for Donald Saxton in the amount of \$105,900 value and \$655.52 in taxes and encouraged Mr. Saxton to attend the upcoming October 21 meeting for the prior years request; motion passed 3 -0. Chairman Haible moved, seconded by Selectman Henderson to approve the abatement for Maria Connolly in the amount of \$9,200 value and \$56.95 in taxes as long as a written application is received by the Town; motion passed 3 -0. Chairman Haible moved, seconded by Selectman Henderson to approve the supplement for Richard Berry in the amount of \$187,700 value and \$1,161.86 in taxes; motion passed 3-0. The Board agreed to delay decision on the Kent and Bouchard

applications until the October 21 meeting. Chairman Haible moved, seconded by Selectman Henderson to deny the applications of Ronald Kley and Florence Rich as they have been withdrawn; motion passed 3-0.

8. Affordable Housing Committee: Hope Hilton, of the Affordable Housing Committee, reviewed the Committee's 9/29/08 memo and draft ordinance amendments (attached) which will keep the retail value of homes low on particular homes for sale. Selectman Henderson turned in written comments on the proposal and Chairman Haible asked the Committee to solicit input from local builders before going to Town Meeting and report back to the Board of the results.

9. Review Tide Mill Cove Landing: Deputy Town Administrator Sawyer explained the Board undertook a very comprehensive process with the abutters and public on this project. The Board held several public meetings, including a plan drafting meeting. Ms. Sawyer stated this plan presented for review and potential approval by the Board is a culmination of the earlier meetings and group drawings. Donald Jones, of the Conservation Commission, stated the Commission wanted to see erosion control measures in place for the project and asked about donating a bench for the site. Sandy Stover requested that "No Alcohol" be added to the proposed rules of the site and asked that the drainage at the parking site be paid attention to. Jim Knight questioned the process the involving the public and Administrator Eiane and Deputy Sawyer detailed the involvement. Selectman Henderson moved, seconded by Selectman Wallace to approve phase I of the Tide Mill Cove Landing rendering dated September 2008; motion passed 3-0.

10. Energy Task Force Funding Possibilities: David I. Chipman reviewed the Task Force 10/2 memo (attached) and indicated that no one will be raising funds before the March 2009 meeting. Administrator Eiane suggested the Task Force could present information for a purchase order for the watt meters. The ideas raised in the October 2 memo will be discussed in further detail at the 10/20 workshop with the Task Force and Selectmen.

11. Discussion Regarding Mountain Road Parcels: Chairman Haible explained the Board was requested to sell a portion of the Mountain Road right-of-way to an abutter on Map 41, Lots 15 and 17. The Board previously requested information on the matter from the Conservation Commission, Planning Board and Comprehensive Implementation Committee; and the three committees agreed that the Board should hold onto the properties. Selectman Wallace stated the Town could get money for the sale and tax on the property. Selectman Henderson noted the possible future use as a bike path. Chairman Haible moved, seconded by Selectman Wallace to decline selling the property right now; motion passed 3-0.

12. Open Solid Waste Disposal Bids: The bids were opened and the 1-year contract bids were as follows:

	MSW	Demo		MSW	Demo	
	Solid waste/ton	Mixed/ton	Tires/ton	Haul	Haul	Rental
Eco-Maine	73.85	58.00	.00	225.00	225.00	75.00
Pine Tree Waste	62.00	70.00	135.00	240.00	135.00	50.00
Reynolds & Sons	73.50	69.00	120.00	215.00	200.00	600.00
Waste Management	55.00	55.00	95.00	380.00	380.00	25.00

The bids were referred to the Recycling Center/Transfer Station manager for review and recommendation.

13. Tobacco-Free Resolution: Chairman Haible read the proposed tobacco-free resolution that staff revised based on discussions from the last meeting. The policy included banning tobacco products at the Old Town Meeting House, Trufant-Summerton Ballfield, Town Office building, Recycling Center/Transfer Station buildings and tobacco use was prohibited on the Town Office/Recycling property within 50 feet from building entrances. Selectman Wallace expressed concern about the 50-foot setback and the Board discussed different

options. Chairman Haible moved, seconded by Selectman Henderson to adopt the resolution with a distance of 30-feet from the buildings; motion passed 3-0 (attached).

14. Town/County Legislative Items: Chairman Haible read the Town Administrator's notes (attached) from their meeting regarding the issues that are important to the Town to convey to Cumberland County. The top three issues: keeping property taxes in check; affording high energy and transportation costs; and affording health care. Administrator Eiane and Chairman Haible will attend the meeting with Cumberland County.

15. Approval of Emergency Vehicle Contracts: Ambulance, Chassis, Remount: Administrator Eiane stated the Board previously endorsed the emergency vehicles committee's recommendations. The contract for the ambulance is for \$147,203 which will take approximately 8 months to complete. Selectman Henderson moved, seconded by Chairman Haible to sign the contract with Sugarloaf Ambulance Rescue Vehicles; motion passed 3-0. Administrator Eiane stated the chassis contract is for \$79,975 and will take 6 weeks to 3 months and the company will deliver the chassis to the company doing the remount. The remount contract will come back to the Board for signature at the next meeting. Selectman Henderson moved, seconded by Chairman Haible to sign the contract with Morrison and Sylvester, DBA Portland North Truck Center; motion passed 3-0.

16. Budget Guidelines: Administrator Eiane stated the Board had a workshop regarding the 2009 budget and that the Budget Advisory Committee begins next week and seeks guidelines from the Board. Selectman Henderson stated he would like the Committee to meet the LD1 limit and list the items recommended for exceeding the limit and the support for each. The Board discussed different percentage options to use for an across the board employee pay raise for budget purposes. Selectman Henderson suggested using 3% and then show the potential savings at 2.75% and 2.5%. Chairman Haible wants to use 2 ½% and Selectman Wallace disagreed. Administrator Eiane noted a few new items: \$30,000 request from the Energy Task Force and \$25,000 each for a pier assessment and performance standards/zoning language for Mitchell Field.

The Board set October 30 at 9:00 a.m. as a site visit to the tax-acquired property on Hildreth Road. Staff is to invite abutters, Conservation Commission and the Town Lands Committee.

17. Appointment(s) and Resignation(s): Chairman Haible moved, seconded by Selectman Henderson to appoint David Mercier to the Cumberland County Regional Communications Center to replace Helen Tupper who resigned; motion passed 3-0. Chairman Haible moved, seconded by Selectman Wallace to accept Helen Tupper's resignation with thanks; motion passed 3-0. Chairman Haible moved, seconded by Selectman Henderson to appoint Roberta Floccher as a full member to the Planning Board; motion passed 3-0. Chairman Haible moved, seconded by Selectman Henderson to accept Paula Conley's resignation from the Mitchell Field Implementation Committee with thanks; motion passed 3-0.

18. Set Public Hearing for General Assistance Ordinance Maximums: Chairman Haible moved, seconded by Selectman Henderson to set October 16 at 7:30 p.m. as the public hearing; motion passed 3-0.

19. Disposition of Municipal Truck: Administrator Eiane stated that Cumberland County indicated Chebeague Island may be interested in a marine patrol truck that will be returned to the Town soon. The Board agreed to follow the regular procedure of placing the truck for bid and Chebeague can submit a bid at that time.

19a. Contract with Bowdoin College for Family Swim: Chairman Haible moved, seconded by Selectman Henderson to authorize Administrator Eiane to sign the contract with Bowdoin College; motion passed 3-0.

20. Authorization of the Warrant: Selectman Henderson moved, seconded by Chairman Haible to approve warrant #59 in the amount of \$1,126,932.55 (County tax payment included); motion passed 3-0. Chairman

Haible moved, seconded by Selectman Henderson to approve warrant #60 in the amount of \$19,127.57; motion passed 2-0 (Selectman Wallace abstained). Payroll warrant #40 in the amount of \$13,687.64 was noted for the record.

21. Approval of the Minutes: Selectman Henderson moved, seconded by Selectman Wallace to approve the September 18 minutes as printed; motion passed 3-0.

22. Public Comment: There were no comments.

23. Adjournment: The meeting was adjourned by unanimous vote at 9:40 p.m.

Respectfully Submitted,

Terri-Lynn Sawyer

Attachments: Affordable Housing Ordinance
Energy Task Force memo
Tobacco-free Resolution
Town Administrator's Notes