

**Board of Selectmen's Meeting Minutes**  
**March 19, 2009**  
**Harpswell Town Office**  
Approved on April 2, 2009

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**Selectmen Present:** James S. Henderson, Mark E. Wallace and Elinor Multer

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

The Board met at 5:30 to handle administrative matters: Selectman Henderson and Selectman Wallace welcomed Selectman Elinor Multer; the Board agreed to continue the meeting schedule of every other Thursday for the regular meeting and the administrative meeting; the Board discussed making changes to the standard agenda including moving the public comment period and approval of the minutes to the beginning; Administrator Eiane stated pursuant to the Freedom of Access policy, staff will have the agenda posted by Monday and the staff will be reminded so as to minimize requests of the Board to amend the posted agenda; Administrator Eiane explained that MSAD 75 is forming a workgroup to study the consolidation of the two elementary schools in Harpswell and that a Selectman is requested and a member at large without children attending either school; Administrator Eiane explained the Town Clerk was proposing a pay increase for the election workers which was worked into the approved 2009 budget and the Board decided they would add the item to the agenda; the Board tentatively set several meetings: 3/23 at 9:00 for an executive session re: labor negotiations; 3/24 at 3:00 with Cumberland County re: law enforcement; 3/24 at 4:00 with the Carrying Place Assembly to discuss roles; 4/2 at 5:30 to hear from the Assessing Office re: abatements; a purchase order exceeding \$1,000 in value was reviewed and signed.

**Call to Order and Pledge of Allegiance:** The meeting was called to order at 6:30 PM.

The meeting was videotaped and broadcast live on Harpswell Community Television.

**1. Election of the Chair:** Selectman Wallace moved, seconded by Selectman Multer to nominate Selectman Henderson to be the chair of the Board of Selectman; motion passed 3-0.

The Board members and staff introduced themselves.

**2. Adoption of the Agenda:** Chairman Henderson moved, seconded by Selectman Wallace to amend the agenda by adding 4a. Appointment to the school consolidation workgroup and 5a. review of election worker pay; motion passed 3-0.

**3. Town Administrator's Report:** Administrator Eiane congratulated Selectman Multer and stated staff is here to provide support. Administrator Eiane stated voters showed perseverance on Saturday during the 8 hour long Town Meeting with over 10% turnout and 19% casting votes on the secret ballot items. Voters approved a budget of \$4,046,291 which is a 2.3% decrease from 2008. Administrator Eiane announced she and the Town Clerk, Roz Knight, delivered meals on wheels in Harpswell to bring attention to the program and solicit more Harpswell users. Administrator Eiane encouraged anyone interested in providing or receiving the service to contact the Town Office. Administrator Eiane announced that the Budget Advisory Committee will meet on Wednesday at 3:00 p.m. for a post Town Meeting wrap up. Administrator Eiane reminded the public that mooring fees are due by May 1 and after that date, the fee will be doubled. Administrator Eiane announced that Tower Specialists has obtained the permit to build the communication tower which should take approximately 3 months. Administrator Eiane stated the Town is looking for a backup animal control officer and anyone interested should contact the Town Office.

**4. Selectmen's Announcements:** Chairman Henderson announced that a working group is being formed to study the consolidation of the two Harpswell elementary schools. A position in the group is being sought from the community for someone that does not have any children attending either school. Anyone interested should contact the Town Administrator. The Board is considering moving the public comment period from the end of the meeting to the beginning and is soliciting comments regarding the proposed agenda change.

**4a. Appointment of Member to the Working Group:** Selectman Wallace moved, seconded by Chairman Henderson to appoint Selectman Multer to the working group that will study the consolidation of the two elementary schools in Harpswell.

**5. Old Business:** None.

**5a. Proposed Wage Scale for Election Workers:** Chairman Henderson read the memo from the Town Clerk that stated election workers current pay figures and the proposed amounts. Chairman Henderson moved, seconded by Selectman Multer to approve the new pay amounts; motion passed 3-0.

**6. Treasurer's Report:** Marguerite Kelly, Treasurer, reviewed her report for February (attached). Ms. Kelly reported that the two property owners who have entered into land purchase installment contracts with the Town are up to date with their payments.

**7. Authorize Treasurer to Proceed with Bond Bank Borrowing for Ash Point Road:** Ms. Kelly reported that the Bond Bank has approved the Town's application pending approval by Town Meeting, which has now occurred. In order to proceed, the Board needs to approve the resolutions authorizing issue of \$650,000 principal amount of bonds and Ms. Kelly summarized each resolution. Chairman Henderson moved, seconded by Selectman Wallace the 'Resolutions of Board of Selectmen' dated March 19, 2009; motion passed 3-0.

**8. Authorize Treasurer to Issue Request for Proposals for Tax Anticipation Financing:** Ms. Kelly stated the Town makes an annual borrowing to cover the Town's expenditures until September when property taxes are due. Ms. Kelly explained how she arrived at the proposed amount of the borrowing, a maximum of \$3,025,000. Chairman Henderson moved, seconded by Selectman Multer to authorize Ms. Kelly to issue request for proposals for a \$3,025,000 TAN to seek the best interest rate; motion passed 3-0.

**9. 7:00 P.M. Public Hearing to Consider Posting of Town Roads:** Chairman Henderson opened the public hearing. Mike Webber stated he understood why towns post roads but he asked why Harpswell was and whether the base of the roads has been considered. Mr. Webber stated that when he was Road Commissioner in 1991-1992 he posted a few roads and heard a lot of grief even though he didn't post roads that had lobster businesses on them. Mr. Webber asked if it was worth it to the Town to close businesses in this tough economic time or instead repair the roads. Chairman Henderson stated his concerns about the potential damage to Town roads after recently investing 2 million dollars. Billy Saxton, of the Dolphin Marina, expressed concern about posting Basin Point Road as there are boats and necessary supplies being delivered to the Marina and restaurant at this time. Selectman Multer asked how businesses in Freeport handle the closing of roads. Mr. Saxton stated there are different roads to travel in Freeport and in Harpswell, there is one way in and one way out. Bob Venard, Road Commissioner, stated that construction is damaging the roads like Long Point and Shore Acres and encouraged the Board to be selective. Mr. Venard referenced that the town of Phippsburg posts roads and businesses adjust by hauling smaller loads. Selectman Wallace stated other towns regularly post roads and it is expected, where Harpswell has not posted and therefore not expected. Chairman Henderson suggested posting all Town roads except, Ash, Basin, Bethel, Garrison, Pinkham, Lookout and Allen. Administrator Eiane stated the Board would be responsible for issuing permits. Mike Webber asked who enforces the ordinance and are there scales to weigh the vehicles. Selectman Wallace suggested to delay posting of any roads for a year to allow revisions to the Ordinance after working with the contractors and post next year. Charles Perow spoke in favor of posting Pinkham Point Road but agreed that the ordinance should be revised this year and post next year. Chairman Henderson closed the public hearing. Selectman Wallace asked the public to let the Town know of any excessive heavy use on roads. Chairman Henderson moved, seconded by Selectman Wallace to not post roads and direct Administrator Eiane to work on a plan for the future. Selectman Multer stated she didn't agree with negative motions and instead would direct the Town Administrator to do the work and make a recommendation. Chairman Henderson withdrew his motion and Selectman Wallace withdrew his second. Chairman Henderson moved, seconded by Selectman Wallace to direct the Town Administrator to collect information and advise; motion passed 3-0.

**10. Adopt Policy on Treasurer's Disbursement Warrants for Employee Wages & Benefits:** Chairman Henderson moved, seconded by Selectman Multer to sign the policy regarding disbursement warrants for wages and benefits that will allow Chairman Henderson or Selectman Multer to sign the payroll warrant on off meeting weeks; motion passed 2-0 (Selectman Wallace abstained).

**11. Request State Review of Town Line Boundary Issue:** Chairman Henderson read Article 47 as it was amended and approved at the 2009 Town Meeting. Chairman Henderson read a letter he suggested sending to the presiding officers of the Maine Legislature and State Senator with a carbon copy to the Town of Brunswick, which will begin official communications. Chairman Henderson stated the Board would be meeting with the Carrying Place Assembly on March 24 at 4:00 p.m. to discuss roles of the Assembly and the Board in moving forward. Chairman Henderson moved, seconded by Selectman Multer to send the letter to the State officials as mentioned; motion passed 3-0.

**12. Set Dates and Times for:**

- **Commercial Shellfish Lottery:** Chairman Henderson moved, seconded by Selectman Wallace to set March 31 at 5:00 p.m. and 6:00 p.m. as the shellfish lottery for residents and non-residents, respectively.
- **Executive Session Re: Collective Bargaining Agreement:** Chairman Henderson moved, seconded by Selectman Multer to set March 23 at 9:00 as an executive session; motion passed 2-0 (Selectman Wallace abstained).
- **Abatement Review:** Chairman Henderson moved, seconded by Selectman Multer to meet with the assessing office during the administrative meeting on April 2 and then have the abatements on that night's agenda; motion passed 3-0.

**13. Adopt New Food Appendix B for General Assistance Ordinance:** Administrator Eiane reviewed the notice from the State regarding increasing the food assistance limits for general assistance due to the federal stimulus legislation. Chairman Henderson read the maximums and moved, seconded by Selectman Wallace to adopt the food maximums as listed in the general assistance operating memorandum; motion passed 3-0.

**14. Authorization of the Warrant:** Selectman Wallace moved, seconded by Chairman Henderson to approve warrant #19 in the amount of \$798,847.55; motion passed 3-0. Chairman Henderson moved, seconded by Selectman Multer to approve warrant #20 in the amount of \$6,391.69; motion passed 2-0 (Selectman Wallace abstained). [There was a payroll warrant #12 in the amount of \$13,860.24.]

**15. Approval of the Minutes:** Chairman Henderson moved, seconded by Selectman Wallace to approve the March 5 minutes; motion passed 2-0 (Selectman Multer abstained).

**16. Public Comment:** Gareth Anderson, Carrying Place Assembly, stated there was no new evidence regarding the Town's boundary line as the information always existed.

**17. Adjournment:** The meeting was adjourned by unanimous vote at 7:55 p.m.

Respectfully Submitted,

Terri-Lynn Sawyer

Attachments: Treasurer's Report  
Borrowing Resolution  
Election Workers Wage Scale