

**NORTH HAVEN SELECT BOARD
DECEMBER 7, 2022
5:00 P.M.**

**MINUTES
MEETING WAS HELD IN-PERSON AND VIA ZOOM**

BOARD MEMBERS PRESENT: Scot Baribeau, Alex Curtis, Bruce Gilman, and Jeremiah MacDonald

BOARD MEMBERS ABSENT: Patsy Lannon

TOWN ADMINISTRATOR: Rick Lattimer

OTHER PERSONS PRESENT: Jordan Boege, Jim Damicis, Alice Greenway, and Mary Terry via Zoom

1. Call to Order 5:00

2. Approval of the Minutes of November 22, 2022

Motion made by Curtis, seconded by Curtis Approved 4-0-0

3. Public Comment: Alice Greenway urged the Town to publicize special town meetings and hearings more widely and further in advance of the meetings themselves

4. Treasurer's Report

a. Approval of Bills, Payrolls, Warrants, and Journal Entries:

Warrant #40	in the amount of	\$9,446.87
Warrant #40-A	in the amount of	\$1,382.88
Warrant #41	in the amount of	\$11,492.64
Warrant #41-A	in the amount of	\$12,293.74
Payroll Journal #43	in the amount of	\$29,209.47
Payroll Journal #43-A	in the amount of	\$6,065.56
Sewer Department Warrant #22	in the amount of	\$5,515.00
Sewer Department Warrant #23	in the amount of	\$5,438.66
Water Department Warrant #19	in the amount of	\$1,928.57
Water Department Warrant #20	in the amount of	\$12,687.36
Water Department Warrant #20-A	in the amount of	\$8,900.47

**Motion to approve Bills, Warrants, Payroll Journals and Journal Entries
Made by Gilman, seconded by Curtis Approved 4-0-0**

5. Correspondence – None

6. Reports

- i. Clinic: Still working to obtain Mental and Behavioral Health Services
- ii. Ferry Service: None
- iii. Fire Department/EMS: (See below regarding EMS)
- iv. Floats & Docks: The Town will work on a concept for managing moorings in Pulpit Harbor for the Select Board’s consideration.
- v. Legal:
 - Planning Board – Ordinances: The Planning Board is close to completing its work on the new Land Use Ordinance and plans to hold the required public hearing in the next few weeks. The Shoreland Zone Ordinance will require more work in the Village area to account for the way in which we have historically used that area. The Planning Board is working with Maine DEP to develop a meaningful ordinance.
 - Short-term rentals – Coloredo-Mansfeld is working on obtaining ordinances from other similar communities.
- vi. Public Safety Building Update: (See below)
- vii. Roads & Bridges: The Town staff is looking into available grants to improve culverts and stream crossings.
- viii. Sewer Department: The Sewer Department is working to add an aluminum sulfate coagulant to the influent in order to help separate solids from liquid waste. Olver Associates is assisting the Town with this process.
- ix. Sheriff’s Department

Date	Incident	Deputy
11.11.22	Car/Deer accident	Lemoi
11.14.22	Alarm	Lemoi
11.15.22	School visit	Lemoi
11.16.22	School visit	Lemoi
12.6.22	Fish & Game	Lemoi

- x. Town Properties:
 - Town House
 - Drywall is complete
 - Flooring is underway
- xi. Transfer Station: Lattimer will prepare a request for bids to replace the roof on the lower building (redeemables)
- xii. Water Department: Capacity Development Grant – Ransom Consulting is coordinating work on three projects under the grant: (1) a private well database that will help us determine the availability of groundwater across the island; (2) an analysis of the likelihood of seawater surging into Fresh Pond from the Mill Stream; and (3) an exploration of possible groundwater sites on the southwest side of Fresh Pond. The Board has approved moving forward with a rate increase for the Water Department so the Department in conjunction with developing a capital improvement plan.

7. Old Business

- a. *Public Safety Building*
- *Warrant* – The Select Board signed the warrant for the Special Town Meeting to vote on borrowing funds for the Public Safety Building
 - *Special Town Meeting* – The Select Board discussed Lattimer’s recommendation to hold a special town meeting on Thursday, December 15, at 7:00 pm

Motion to call a special town meeting to vote on the Public Safety Building design and borrowing funds to finance its construction on Thursday, December 15, at 7:00 pm in Community Building, made by MacDonald, seconded by Curtis **Approved 4-0-0**

8. New Business

- b. *Priorities Consultant Presentations*
- i. Access to Housing – Mary Terry outlined her work and her recommendations for the Board to consider. The Board will review her written report and follow up with any questions.
 - ii. Economy & the Workforce – Jim Damicis, Camoin Associates, discussed Camoin’s report, which emphasized the need for housing and transportation to sustain the community, and outlined Camoin’s recommendations. The Board will review Camoin’s report and follow up with any questions.
- c. *Clinic Provider Salary* – Lattimer reviewed the Andy Zuber’s salary with the Board and recommended an increase to \$127,672.

Motion to set Andy Zuber’s annual salary as \$127,672 made by Gilman, seconded by Baribeau. **Approved 4-0-0**

- d. *Post Office Electrical Work* – Lattimer noted that the trash truck accidentally caught the wires in front of the Post Office in November. The truck was within legal height limits; the wires had sagged over time and were too low. Fox Islands Electric Cooperative discussed the situation with Lattimer and electrician Harold Cooper. All agreed to rerun the wire feeding the Post Office from the residence up the hill on Mill Street, rather than once again bringing the wires across Main Street. In order to ensure power to the Post Office, Lattimer authorized Cooper to install temporary power. Lattimer notified the Board that he will discuss allocating the costs with Fox Islands Electric Cooperative and the David Graham, owner of the building in which the Post Office is located.

- e. *FEMA BRIC Grant Application – Cost Share.* The Town is applying for a Building Resilient Infrastructure and Communities (BRIC) grant to address improvements in the Thorofare Waterfront. The federal grant program requires communities to pay a 25% cost-share toward the grant. The Town is applying for \$200,000 in funds to scope the project and prepare a design. If successful, the Town could then compete for construction funds to implement the design.

Lattimer asked the Board to commit to providing \$50,000 in Town funds to cover the 25% cost-share, should we receive the grant. The Town’s application estimates that \$15,000 of these cost-share funds would come from in-kind contributions, such as the town administrator’s time, and the remaining \$35,000 would consist of a cash contribution.

Motion to commit to providing \$50,000 in cost-share (\$35,000 in cash and \$15,000 in-kind contributions) should the Town receive the \$200,000 BRIC grant, made by MacDonald, seconded by Curtis Approved 4-0-0

- f. *Ryan Nizolek – EMS Director – Vinalhaven* recently hired Ryan Nizolek as its Ambulance Director. Nizolek is a certified EMT. He and Lattimer discussed the idea of his serving as EMS Director for North Haven. He is interested and has the capacity. Lattimer then discussed the idea of the Town contracting with Vinalhaven for Nizolek’s services with Marjorie Stratton, Vinalhaven’s town manager. Lattimer and Stratton will discuss a contract for both Vinalhaven’s Select Board and North Haven’s Select Board to consider.

9. Other

**10. Adjournment – Motion to adjourn at 6:57 made by Gilman, seconded by MacDonald
Approved 4-0-0**