

TOWN OF NORTH HAVEN
SELECT BOARD
FEBRUARY 12, 2019
4:00 P.M.

MINUTES

BOARD MEMBERS PRESENT: Jon Demmons (Chair), Jeremiah MacDonald, and Alex Curtis;
Linda Darling participated by telephone

BOARD MEMBER(S) ABSENT: Jerry White (Vice Chair)

TOWN ADMINISTRATOR: Rick Lattimer

1. Demmons called the Meeting to order at 4:03 PM

2. **Motion to approve the Minutes of February 5, 2019**

Made by Darling, seconded by MacDonald Approved 4-0-0

3. **Public Comment** — None

4. **Treasurer's Report**

a. Approval of Bills, Payroll Journals, Warrants, and Journal Entries:

Payroll Journal #6	in the amount of	\$639.00
Warrant #6	in the amount of	\$17,944.85
Warrant #6-A	in the amount of	\$699.87
Journal Entries	in the amount of	\$338,830.06

Motion to approve Bills, Warrants, Payroll Journals and Journal Entries

Made by MacDonald, seconded by Curtis Approved 3-0-1 (Darling abstained because she was not able to review the documents)

5. **Correspondence:** None

6. **Reports:**

a. Administrator:

i. Clinic —None

ii. Fire Department/EMS — The EMS Crew Chief, Erin Cooper, and eight officers and members of the EMS crew attended the meeting to discuss the EMS structure and stipends (See the motion below)

iii. Floats and Docks — Curtis, MacDonald, and Lattimer met with Matt Nixon and Allison Potter of the State Coastal Program on Monday, February 11th. The State is conducting a resiliency study of ten Penobscot Bay sites, including the Pulpit Harbor Pier. The contract will run from March to August, 2019. Mr. Nixon noted that the Town could piggyback

off the contractor it hires to have additional studies down in Pulpit Harbor, assuming the contractor agrees. MacDonald suggested the Town contact the Island Institute to see what help it can bring to increase the Town's working waterfront capabilities. Lattimer will talk with the Island Institute.

- iv. Legal – None
- v. Roads & Bridges — None
- vi. Sewer Department — None
- vii. Sheriff's Department

Incident reports

Date	Incident	Deputy
2/7	Traffic stop	Landers

- viii. Town Properties — Lattimer met with Will Gartley of Gartley & Dorsky Engineering and Surveying to talk about the Town's possible needs for engineering and related services. Gartley reviewed his firm's capabilities and said he would gladly work with the Town on cost proposals.
- ix. Transfer Station — None
- x. Water Department — None

7. Old Business:

- a. *Airstrip*: The Town staff is continuing to develop options for the Board's preliminary review.

8. New Business:

- a. *2019 Budget Report*: After the Budget Committee completed its work, both the Town Administrator and Treasurer concluded that additional funds should be made available for the Transfer Station and EMS. Lattimer discussed this with the Board. Demmons and Darling asked how this would affect taxes. Lattimer responded the total increase over the 2018 budget would be \$35,590 on a \$1.6 million budget.
 - i. *Transfer Station* — In order to continue reducing the metal pile, mattress pile, and other materials at the Transfer Station, Lattimer and Treasurer Joette Adams recommend raising an additional \$10,000 from taxes to pay for more hauling services and tipping fees.

Motion to recommend the Town raise and appropriate for the Transfer Station an additional \$10,000 from taxes over the Budget Committee's 2019 recommendation to pay for additional hauling services, tipping fees, and related expenses.

Made by MacDonald, seconded by Curtis Approved 4-0-0

- ii. *Emergency Medical Services* — Erin Cooper has requested the Town assist her with structure and governing documents for the EMS Crew and consider increasing the Crew Chief's stipend from \$5,000 per year to \$10,000 per year. Cooper presented an overview of EMS operations, including training, scheduling, and on-call assignments. Eight other members of the crew attended the meeting and supported her requests. In particular, April Brown, the former Crew Chief, spoke at length about the duties and responsibilities of the Crew Chief. She noted that several years ago the Town increased her stipend by 100%, from \$2,500 to \$5,000. She emphasized the time the Crew Chief must devote to her duties and the requirement to be available at all times to make decisions and to assume the duties of lead EMT if others' schedules change.

Following the presentation, the Board discussed Cooper's request and the need to ensure money is available in the 2019 budget should the Board wish to increase the stipend or cover additional expenses. The Board recommended Lattimer and Adams work with Cooper and return to the Board with a joint recommendation.

Motion to recommend the Town raise and appropriate for Emergency Medical Services an additional \$10,000 from taxes over the Budget Committee's 2019 recommendation to be used for possible stipend increases, equipment purchases, training, and other related purposes. The Board requests the EMS Crew Chief and her officers work with the Town Administrator and Treasurer to develop a recommendation for an appropriate structure and stipend levels for the EMS team, a governing document, a budget execution plan, and position descriptions that include making the EMS Crew Chief and her officers Town appointees. The Board further requests the EMS Crew Chief, Town Administrator, and Treasurer report back to the Board with their joint recommendation no later than April 2, 2019.

Made by Darling, seconded by MacDonald Approved 4-0-0

- b. *Annual Report*: Lattimer updated the Board on the draft 2018 annual report, which will be delivered to the printer in draft form by Friday, February 15th.
- c. *Speed Humps, Kent's Hill*: The Board discussed both speed humps and a suggested flashing speed sign on Kent's Hill at the previous meeting. During that discussion, the Board decided not to add additional speed humps or a flashing sign; instead the Board wished to leave the speed hump policy as voted on in Article 26 of the March 10, 2018 Town Meeting. Upon further research, Lattimer noted that during the October 10, 2018 meeting, the Board passed this motion: "To add an article to the 2019 Town Meeting in which voters could choose whether to add up to four new speed humps on the Kent's Hill portion of Main Street if purchased by Jerry Hallowell." Lattimer suggested the Board rescind

