

**NORTH HAVEN SELECT BOARD  
FEBRUARY 16, 2022  
5:00 P.M.**

**MINUTES**

BOARD MEMBERS PRESENT: Alex Curtis, Bruce Gilman, and Patsy Lannon  
BOARD MEMBERS ABSENT: Jonathan Demmons, Jeremiah MacDonald  
TOWN ADMINISTRATOR: Rick Lattimer  
OTHER PERSONS PRESENT: Mia Colloredo-Mansfeld, Jon Emerson

**1. Call to Order 5:04**

**2. Approval of Minutes of February 2, 2022 – Motion made by Curtis, seconded by Lannon  
Approved 3-0-0**

**3. Public Comment:** Jon Emerson talked with the Board about maintaining wooden gutters on the Town Office, when the Town solicits bids to re-shingle the roof. Emerson noted that wooden gutters are more appropriate from an architectural perspective. He mentioned that the Town used to ensure the gutters were cleaned and sealed every couple of years and that practice could be put back in place. Emerson believes some of the current gutters are probably in good enough shape to be cleaned, sealed, and reused, while others would need to be replaced entirely.

**4. Treasurer’s Report**

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

Payroll Journal #5	in the amount of	\$2,968.89
Payroll Journal #6	in the amount of	\$23,628.75
Payroll Journal #6-A	in the amount of	\$5,000.32
Warrant #4	in the amount of	\$16,770.71
Warrant #4-A	in the amount of	\$1,761.21
Warrant #5	in the amount of	\$212,441.58
Warrant #5-A	in the amount of	\$10,035.27
Sewer Department Warrant #2	in the amount of	\$4,792.99
Water Department Warrant #2	in the amount of	\$881.27
Journal entries	in the amount of	\$20,936.19

**5. Correspondence** – Interstate Septic sent a letter asking for an exemption from complying with road weight limits if the Board decides to post the roads in the coming months.

**6. Reports**

i. Clinic: None

- ii. Fire Department/EMS – Harold Cooper is working to obtain and install a new generator
- iii. Floats & Docks: Working to obtain a new camera for the Town floats in the Thoroughfare – Curtis reiterated the Board’s desire to install a camera at the Pulpit Harbor floats as well.
- iv. Legal
  - ARPA Funding – The Town should receive its second tranche of federal funds in May for a total of approximately \$38,000
  - Short-term rentals – Working to obtain legal advice
- v. Public Safety Building Update – Working with Gartley & Dorksy on a contracting package to solicit proposals
- vi. Roads & Bridges:
  - DOT was out to look at first bridge; maintenance requested
  - Ditching – The Road Crew continues to work on improving ditches
- vii. Sewer Department: None
- viii. Sheriff’s Department

<b>Date</b>	<b>Incident</b>	<b>Deputy</b>
2.2.22	Car/deer accident	Lemoi
2.3.22	Utility problem	Lemoi
2.3.22	Escort	Lemoi
2.11.22	Animal problem	Lemoi
2.14.22	ATV accident	Lemoi

- ix. Town Properties:
  - Town House – work continues; our insurer is working to advance the Town funds against its claim
  - Maintenance Plan – nearly complete
- x. Transfer Station:
  - Tractor repair – Phil Marquis repaired the tractor
  - Maintenance – Work on the lower building will begin later in the spring
- xi. Water Department: None

**7. Old Business**

- a. *COVID-19 Update* – No new cases to report
- b. *Community Vision Statement & Objectives* – McPhail, Colorado-Mansfeld, and Lattimer continue to work on plans to address the three priorities
- c. *Land Use and Shoreland Zone Ordinances* – The Planning Board continues to finalize the draft land use ordinance. They are adapting a model State of Maine shoreland zone ordinance; once they finish with any changes, the shoreland zone ordinance will have to be approved by the State before the voters consider it.

**8. New Business**

- a. *Tax Anticipation Note* – Lattimer and Town Treasurer, Joette DeBlois, recommend obtaining a \$1.2 million tax anticipation note to cover the Town’s operating expenses until tax revenues start arriving. The Town borrows money for this purpose each year and \$1.2 million is consistent with prior years.

**Motion to authorize the Treasurer and Town Administrator to work with the Town’s Bond Counsel to obtain a Tax Anticipation Note in the amount of \$1.2 million made by Curtis, seconded by Gilman      Approved 3-0-0**

- b. *Medical Clinic*: Physician’s Assistant Andy Zuber has agreed to serve as the new provider following Sue Ferra’s retirement. He will tentatively start the week of March 7<sup>th</sup>.
- b. *North Haven EMS*: Andy Zuber has considerable emergency medicine experience and is interested in both helping the EMS crew and serving as North Haven’s EMS Director. Under State law, the Town must have an EMS Director, even if that person is not an EMT or otherwise providing on-scene medical care. Zuber is working out the details with the EMS crew. Zuber will arrive the week of March 7<sup>th</sup>. Until then, Lattimer asked the Maine EMS to designate him as the EMS Director.

**9. Other** – Curtis suggested the Town work with the school to have the students build two kiosks, one for the village green near the ferry terminal and one at the top of the town dock in Pulpit Harbor. His idea is to have a permanent and attractive map of the island mounted on the kiosk with a weatherproof enclosure for paper maps containing business and other island information. Lattimer noted that the current zoning ordinance limits the size of signs, so he will talk with the Planning Board about a possible adjustment as they work through the final draft of the new Land Use Ordinance. Lattimer will also talk with Principal Johnson at the school. The Board is interested in this.

**10. Adjournment – Motion to adjourn at 6:03 made by Curtis, seconded by Gilman  
Approved 3-0-0**