

**TOWN OF NORTH HAVEN
SELECT BOARD
FEBRUARY 25, 2020
4:30 P.M.**

NOTE: THE BOARD WAS UNABLE TO MEET ON FEBRUARY 18, 2020 BECAUSE IT LACKED A QUORUM.

MINUTES

BOARD MEMBERS PRESENT: Jon Demmons (Chair), Alex Curtis, Patsy Lannon, and Jeremiah MacDonald

BOARD MEMBER(S) ABSENT: Linda Darling (Vice Chair)(Linda participated by telephone but under Maine law cannot vote unless she is present)

TOWN ADMINISTRATOR: Rick Lattimer

OTHER PERSONS PRESENT: None

1. Demmons called the Meeting to order at 4:35 pm
2. **Motion to approve the Minutes of February 11, 2020
Made by MacDonald, seconded by Lannon
Approved 3-0-0**

3. **Public Comment:** None

4. **Treasurer's Report**

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

Payroll Journal #7	in the amount of	\$25,920.03
Payroll Journal #7-A	in the amount of	\$4,149.58
Payroll Journal #8	in the amount of	\$2,050.71
Payroll Journal #8-A	in the amount of	\$264.60
Warrant #7	in the amount of	\$210,915.47
Warrant #7-A	in the amount of	\$9,768.83
Warrant #8	in the amount of	\$8,023.39
Warrant #8-A	in the amount of	\$12,443.11
Sewer Department Warrant #4	in the amount of	\$2,950.49
Water Department Warrant #4	in the amount of	\$1,406.01
Journal Entries	in the amount of	\$340,698.20

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

5. **Correspondence:**

- a. Dividend from Maine Mutual Insurance (medical malpractice insurance) for \$1,002

- b. Kenny Corson, Chair of SAD #7 School Board, asked that the Town consider renting the Town House to the School so that the house would be available if needed as part of a compensation package for a new principal. (See New Business, below)

6. Reports

a. Administrator:

- i. Clinic — None
- ii. Fire Department/EMS
 - EMS air ambulance regulations — Awaiting new proposed regulations from the State Medical Services Board, which we hope will contain provisions that allow Penobscot Island Air to continue to provide emergency transportation
 - Public Safety Building — Lattimer is working on a plan to present the need for a new building to the Town's voters for information
- iii. Floats and Docks
 - Vinalhaven float: Vinalhaven Town Manager, Andy Dorr, suggests adding a strake to the bottom of the float to keep boats from sliding under it in high seas. Lattimer to talk with Foy Brown
 - Burnt Island Float: Y-Knot submitted an estimate to build a new float for Burnt Island, \$13,000
- iv. Legal
 - George and Martha Neale have offered to donate shore land on Fresh Pond to the Town. Lattimer is working with Tammy Brown on a proposed change to the zoning ordinance that would allow the Town to accept gifts of land smaller than the minimum lot sizes in the relevant district
 - Joel Moser of BernsteinShur is representing the Town in the Cabot Trust abatement request. The Board had questions about tax abatements generally, so Lattimer will invite Moser to a Board meeting
- v. Roads & Bridges — Paving is still scheduled for May; Lattimer working on a street sweeping contract
- vi. Sewer Department — None
- vii. Sheriff's Department
 - Possible New Deputy: On Saturday, February 22nd, County Sheriff Tim Carroll escorted Josh LeMoi and his family to the island. LeMoi is interested in serving as North Haven's resident deputy. Lattimer gave LeMoi and his family a tour of the school and answered general questions about the island.
 - Deputy Landers is operating the electronic speed sign and receiving electronic reports; generally people are complying with the posted speed limits

Date	Incident	Deputy
2.19	Fish & Game	Landers
2.21	Fish & Game	Landers

- viii. Town Properties — SafetyWorks!, a part of the Maine Department of Labor, will conduct a courtesy safety inspection of the Town’s facilities on May 20-21, 2020. The Town Property Manager is helping to manage this effort for the Town.
- ix. Transfer Station — Lattimer and Transfer Station Manager, Peter Cooper, are working on a plan to address hazardous waste disposal and to obtain more containers. They are also discussing the possibility of raising fees. The Board recommended accelerating the removal of metal and other materials from the Transfer Station.
- x. Water Department — We received one estimate from Phoenix Tech out of Akron, Ohio: \$120,000 for the interior, another \$56,000 if we wanted the exterior painted as well. Suez Utility Service Company out of Brentwood, NH is also interested and will visit the island on Friday, February 28th, to look at the water tank.

7. Old Business: None

8. New Business:

- a. *Town Card* — The Town’s debit card was compromised, though no fraudulent charges were paid by the Town. Treasurer Joette DeBlois arranged to obtain a credit card with fraud protection from the bank. Board Chair Jon Demmons signed the form authorizing her to obtain a credit card in the Town’s name.
- b. *Tax Map Contract* — The Board signed a contract for another year with CAI to provide tax map services to the Town.
- c. *Town House* — The Board discussed the School Board’s request to allow the School to rent the Town House for a new principal. The Board also considered the need to arrange for housing for a new resident deputy. Lattimer has put Ryan Marves, the current tenant, on notice that the Town may need the house back by mid-summer. This contingency was set out in Marves’s lease. The Board opted to wait until more information is available about a possible new principal and a new resident deputy before making a decision.
- d. *Search Committee* — The Board is required to appoint a board member or someone from the community at large to serve as a member of the Town Search Committee. The Committee’s purpose is to ensure at least one person is available to serve on any vacant boards or commissions in the Town. Linda Darling volunteered.

**Motion to appoint Darling to the Search Committee, made by Demmons,
seconded by Lannon** **Approved 4-0-0**

- e. *Town Boat Ramp* — The Town is considering constructing a boat ramp for people to launch and recover small boats at the end of Waterman Lane. Tammy Brown, Associate Code Enforcement Officer gathered the necessary information and sent it to Gartley & Dorsky to enable that firm to prepare the necessary permits.
- f. *Executive Session* — The Board held an executive session under Maine Revised Statutes, Title 1, Chapter 13, subchapter 1, section 405.6.C. The purpose of the executive session was to discuss the possible acquisition of real property by the town.

Motion to enter executive session at 5:14
Made by MacDonald, seconded by Curtis **Approved 4-0-0**

Return to Open Session at 5:45

- g. *Preparation for Town Meeting* — The Board discussed preparing for Town Meeting, including a presentation about the Town initiatives — airstrip, Public Safety Building, traffic and parking, and access to waterfront — before the voters consider the warrant articles. Lattimer will prepare a presentation for the Board's consideration.
9. **Other:** MacDonald asked about obtaining a shed in which to store Water Department supplies. Lattimer will talk with Water Department Superintendent Marquis
10. **Adjournment**

Motion to adjourn at 6:10 pm made by Lannon, seconded by Curtis
Approved 4-0-0