

TOWN OF NORTH HAVEN
SELECT BOARD
JULY 31, 2019
5:00 P.M.

MINUTES

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

BOARD MEMBER(S) ABSENT: Linda Darling (Vice Chair)

TOWN ADMINISTRATOR: Rick Lattimer

OTHER PERSONS PRESENT: Jon Emerson

1. Demmons called the Meeting to order at 5:05 pm
2. **Motion to approve the Minutes of July 24, 2019**
Made by MacDonald, seconded by Curtis **Approved 4-0-0**

3. **Public Comment:** None

4. **Treasurer's Report**

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

Payroll Journal #27	in the amount of	\$551.25
Payroll Journal #28	in the amount of	\$26,952.26
Payroll Journal #28-A	in the amount of	\$4,581.83
Warrant #28	in the amount of	\$5,894.80
Warrant #28-A	in the amount of	\$12,316.35

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

5. **Correspondence:** None

6. **Reports:**

a. Administrator:

- i. Clinic — Awaiting roof and ceiling work to commence
- ii. Fire Department/EMS
 - Received recommendation from Fire Department Officers
 - Fire Station — Peter Flewelling, representative from Essex Steel, submitted a preliminary sketch for a prefabricated steel building that would serve as a Fire Station, EMS Station, and Plow Truck Building

- iii. Floats and Docks — The Island Institute is still reviewing the Town’s \$10,000 grant application for funds to support a working waterfront analysis and additional grant writing.
- iv. Legal – George and Martha Neale have offered to donate shore land on Fresh Pond to the Town. Tammy Brown continues to work with the Town’s attorney to determine the best way to proceed.
- v. Roads & Bridges
 - Lattimer is working on agreements for additional parking along Smith Street
 - State DOT may begin repaving Main Street as soon as August 21st; the paving will likely include the ferry terminal parking lot
- vi. Sewer Department — None
- vii. Sheriff’s Department

Date	Incident	Deputy
7.24	Trespassing	Landers
7.27	911 open line	Davis
7.30	Property damage	Landers
- viii. Town Properties — We have an interested candidate for the Property Manager position
- ix. Transfer Station — Lattimer and Cooper continue to explore hiring a firm to collect hazardous waste and holding a hazardous waste disposal day at the Transfer Station, hopefully sometime in the mid-fall.
- x. Water Department — None

7. Old Business:

- a. *Airstrip:* Lattimer met with the Town’s attorney and with the engineering firm Gartley & Dorsky to discuss next steps in pursuing an alternative site for a town airstrip.
- b. *Summer Meeting to Discuss Town Priorities:* The meeting is set for Sunday, August 18, 2019 at 4:00 pm at Turner Farm. Lattimer is working with the Town staff on a presentation. The Board worked with Lattimer to outline a plan for the presentation.

8. New Business:

- a. *Ferry Service Issues*
 - i. Advisory Board Annual Report - On behalf of the Advisory Board, Phil Crossman from Vinalhaven submitted the annual report to DOT Commissioner Van Note
 - ii. Advisory Board Membership - Lisa Shields submitted her resignation as the Alternative Advisory Board member. Jon Emerson, the primary representative, suggested Lattimer serve as the alternate.

**Motion to appoint Lattimer to serve as North Haven's Alternate MSFS
Advisory Board member**

Made by MacDonald, seconded by Curtis

Approved 4-0-0

- iii. Belfast Hearing on the Ferry Rates - Emerson and Lattimer will represent North Haven at the MSFS Hearing on August 19th. They will provide the Select Board with an outline of their proposed comments at the regular August 14th meeting.
- b. *Succession Planning* — Lattimer and the Board discussed the need to prepare a succession management plan for the Town that ensures we have qualified, trained, and appropriately certified people to serve in the Town's departments.

**Motion to direct Lattimer to prepare a Succession Management Plan and
Strategy for presentation to the Select Board no later than November 1, 2019**

Made by MacDonald, seconded by Lannon

Approved 4-0-0

9. Other

- Demmons noted that he talked with Hannah Pingree about Maine's bicentennial celebration in 2020. Pingree noted that grants may be available to communities to plan for local celebrations.
- MacDonald asked whether the Town is missing out on grant opportunities while we continue to deliberate next steps across a variety of areas — fire department, airstrip, waterfront access, etc. Lattimer said that is possible. He will continue to search for available grants and to check with professionals and organizations as to grant opportunities of which they are aware.

Note: MacDonald had to leave the meeting at 6:20.

10. Adjournment

Motion to adjourn at 6:26 pm made by Lannon, seconded by Curtis

Approved 3-0-0