

**TOWN OF NORTH HAVEN  
SELECT BOARD  
DECEMBER 10, 2019  
4:30 P.M.**

**MINUTES**

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

BOARD MEMBER(S) ABSENT: None

TOWN ADMINISTRATOR: Rick Lattimer

OTHER PERSONS PRESENT: None

1. Demmons called the Meeting to order at 4:44 pm
2. **Motion to approve the Minutes of December 3, 2019  
Made by MacDonald, seconded by Lannon  
Approved 5-0-0**

3. **Public Comment:** None

4. **Treasurer's Report**

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

Journal Entries	in the amount of	\$10,863.41
Payroll Journal #41	in the amount of	\$24,465.77
Payroll Journal #41-A	in the amount of	\$4,162.08
Warrant #45	in the amount of	\$11,092.70
Warrant #45-A	in the amount of	\$1,935.63
Warrant #46	in the amount of	\$9,070.37
Warrant #46-A	in the amount of	\$9,686.72
Sewer Department Warrant #24	in the amount of	\$2,294.50
Water Department Warrant #24	in the amount of	\$4,152.05
Water Department Warrant #24-A	in the amount of	\$7,799.45

**Motion to approve Bills, Warrants, Payroll Journals and Journal Entries  
Made by Darling, seconded by MacDonald Approved 5-0-0**

5. **Correspondence:** None

6. **Reports**

- a. Administrator:
  - i. Clinic — None
  - ii. Fire Department/EMS

- EMS air ambulance regulations — awaiting State review and action
  - Fire Department — Public Safety Building (See Old Business below)
- iii. Floats and Docks
- Y-Knot Boatyard will haul the ramp and floats at Pulpit Harbor in December
- 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 — Coordinating with the Road Commissioner to start work on the new parking areas on Smith Street. The Board asked Lattimer to talk with Road Commissioner Brown about making sure the roads are sanded frequently when ice is forming.
- vi. Sewer Department — None
- vii. Sheriff’s Department

<b>Date</b>	<b>Incident</b>	<b>Deputy</b>
12.5	911 hang-up	Graham
12.8	Vehicle accident	Taylor
12.9	911 open line	Taylor

- viii. Town Properties:
- The Town’s Property Manager continues to prepare the Town’s properties for winter
  - Colin Bergeron, a tree surgeon, will prepare an estimate to assist the town in trimming back tree limbs and removing diseased or dead trees that impact the Town’s roads and properties.
  - Fox Islands Electric installed the Town Holiday lights today
- 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
- x. Water Department —Phoenix Tech out of Akron, Ohio gave the Town a rough estimate of the cost to paint the interior of the water tank: \$120,000 for the interior, another \$56,000 if we wanted the exterior painted as well. Water Department Supervisor Glen Marquis is at a water conference this week and hopes to obtain estimates from other vendors. The Town water tank was installed in 1994.

**7. Old Business:**

- a. *Community Building* — The Town posted an invitation for bids to replace the sodium lights and the fluorescent lights inside the building and to install an exterior light shining on the basketball court that would be activated by a timer. Bids are due on Friday, December 20, 2019.

- b. *Public Safety Building* — Lattimer noted that he is drafting a request for proposals and will share the draft with the Fire Chief, EMS Chief, and Road Commissioner to obtain their feedback and comments.
- c. *Letter to Community Members* — The Board authorized Lattimer to send a letter to all community members updating them on the status of the initiatives discussed during the meeting at Turner Farm in August.
- d. *Update on Town Initiatives* — The Board discussed the status of the four initiatives the Town is pursuing. At this point, the Town is waiting for input and advice from professionals on the airstrip and the waterfront. The parking areas on Smith Street are awaiting the availability of crews to perform the work. And, as noted above, the Town Administrator is working on a request for proposals for the Public Safety Building. (See the letter to the Community for more details.)

**8. New Business:**

- a. *Adjustment to Recreation Council Budget* — The Recreation Council exceeded its budget (due mostly to lower than expected Community Days t-shirt sales) by \$863. Town Treasurer, Joette DeBlois, recommended the Board authorize her to transfer up to \$1,000 from the Recreation Council’s Special Fund (a pool of donated money) to cover the overage. After the transfer, \$8,263 would remain in the Special Fund account.

**Motion to authorize the Treasurer to transfer up to \$1,000 to cover overages in the Recreational Council’s budget from the Recreation Council’s Special Fund to its regular budget account.**

**Made by Darling, seconded by MacDonald**

**Approved 5-0-0**

- b. *Holiday Meeting Schedule* — The Board discussed its meeting schedule, including the availability of the Town Administrator and individual Board members and determined to hold its next regular meeting on Tuesday, January 7, 2020 at 4:30 pm in the Town Office.
- c. *Community Building and YMCA* — A group of North Haven YMCA members is discussing the continuing relationship with the Penobscot Bay YMCA. Lattimer alerted the Board to the discussions, but noted no action is needed by the Board at present.

**9. Other: None**

**10. Adjournment**

**Motion to adjourn at 6:24 pm made by Darling, seconded by MacDonald**

**Approved 5-0-0**