

**TOWN OF NORTH HAVEN  
SELECT BOARD  
MARCH 20, 2018  
4:00 P.M.**

**MINUTES**

BOARD MEMBERS PRESENT: Jonathan Demmons (Chair), Jerry White (Vice Chair), Linda Darling, Jeremiah MacDonald

BOARD MEMBER ABSENT: Alex Curtis

TOWN ADMINISTRATOR: Joe Stone

AVAILABLE: TAX COLLECTOR, Janice Hopkins

AVAILABLE: TREASURER, Joette Adams

ALSO PRESENT: Ben Lovell, Liz Lovell, Cecily Pingree

1. Joe Stone called the Meeting to order at 4:00 PM
2. **Motion to elect Jonathan Demmons Chair**  
**Made by White, seconded by Darling** **Approved 4-0-0**  
  
**Motion to elect Jerry White Vice Chair**  
**Made by Darling, seconded by Demmons** **Approved 4-0-0**
3. **Board Members welcomed Jeremiah MacDonald to the Board**
4. **Motion to approve the Minutes of March 6, 2018**  
**Made by Darling, seconded by White** **Approved 3-0-1**
5. **Public Comment – None**
6. **Treasurer’s Report**
  - a. Review/Sign Monthly Journal Entries
  - b. Approval of Bills, Warrants, Payroll Journals and Journal Entries:

Warrant # 10	in the amount of	\$208,007.44
Warrant # 10-A	in the amount of	\$720.50
Warrant # 11	in the amount of	\$8,124.18
Warrant # 11-A	in the amount of	\$20,194.63
Payroll Warrant # 10	in the amount of	\$27,911.72
Payroll Warrant # 10-A	in the amount of	\$3,582.05
Sewer Warrant # 5	in the amount of	\$1,651.54
Water Warrant # 5	in the amount of	\$2,286.98
- Motion to approve Bills, Warrants, Payroll Journals and Journal Entries**  
**Made by Beverage, seconded by White** **Approved 4-0-1**
7. **Correspondence:** Letter from Fayette Town Manager, Mark Robinson, requesting NH to join a

coalition to achieve a more equitable school funding model. Stone passed the information on to SAD #7 superintendent England

**8. Reports:**

a. Administrator:

i. Clinic

1. Stone distributed a copy of the coverage calendar as it stands now while NP Ferra is on leave of absence. As requested by the Clinic, he publicized the brief gap in coverage between late 3/25 and early 3/27, with the clinic being closed on Tuesday, 3/27
2. We signed a contract with Point North Credentialing Service to make sure that our providers were “credentialed” with all of the major insurers

ii. Sewer Department:

1. No update

iii. Water Department:

1. No update

iv. Bartlett’s Harbor

1. No update

v. Ferry Service:

1. No update

vi. Transfer Station

1. No update

vii. Floats & Docks

1. White shared concerns about some needed repairs on the Thorofare ramp. Following discussion, the Board asked Stone to post a RFP for repairs. They also asked him to post an RFP for the seasonal placement of the floats back into Pulpit Harbor

viii. Roads & Bridges:

1. No update

ix. Town Properties

1. No update

x. Department of Marine Resources

1. Conducting a shoreline survey for the 2018 season, mid-March through November.

xi. Legal

1. Trial management conference scheduled for 4/10 between Atty. Gibbons and Atty. Mellor re: Parrish House, Inc/Casey Jordan

xii. Administrator Search Committee

1. Committee has identified three finalists and scheduled interviews on 3/29

xiii. Sheriff’s Dept:

<b>Date</b>	<b>Incident</b>	<b>Deputy</b>
3/8	Property check	Landers
3/9	Traffic Stop	Landers
3/10	Public relations	Landers
3/12	Theft	Landers
3/13	Lockout	Landers
3/14	Property checks	Landers
3/15	Paperwork, other agency	Landers
3/17	Civil, traffic offense	Landers
3/19	Property checks	Landers

9. **Old Business:**

- a. *Calderwood's Request for Extension of License on Premise*
  - i. Cecily Pingree was present to describe in more details her plan to create a small outdoor seating area in front of Calderwood whose primary purpose is to provide a place for customers waiting to be given tables inside. Only snacks would be served, along with beverages. There would be no service outside after 9PM. In conformity with state statute, the area needs to be physically separated by some kind of barrier and overseen full time by an employee in addition to the server assigned to those tables.
  - ii. Liz Lovell and Ben Lovell were also present to request consideration of a similar extension of license for the North Haven Brewing Company in a separate but nearby space.
  - iii. Board members were receptive to both requests but asked both petitioners to return next week after having discussed their plans with immediate abutters to verify that neighborhood objections would be unlikely.

10. **New Business:**

- a. *Review Property Schedule for MMA Risk Mgmt. Services:* following review, Board members agreed that the replacement values for the Town House, Town Office and WWTF on the schedule seemed too low and agreed on increasing the estimates

**Motion to authorize Stone to sign the updated schedule on Board's behalf**  
**Made by White, seconded by Darling** **Approved 4-0-0**

- b. **Motion the set the Town House rent at \$700/month for incoming Town Administrator. If the incoming Administrator does not need the Town House, the Board will decide on an appropriate market rate rent prior to offering it to the public**  
**Made by White, seconded by MacDonald** **Approved 4-0-0**

- c. **Motion to approve Borrowing Resolution for \$1,350,000 2018 Tax Anticipation Note (Text of Resolution attached as appendix A)**  
**Made by White, seconded by MacDonald** **Approved 4-0-0**

- d. *Planning Board*
  - i. Board members have copies of proposed changes to Subdivision Ordinance and will be prepared to discuss them with Planning Board members at the next Select Board Meeting

- e. **Motion to decline request to consider purchasing a Town-owned vehicle for the using of the KCSO**  
**Made by White, seconded by MacDonald** **Approved 4-0-0**

- f. *Municipal Appointments*
  - i. **Motion to appoint Joette Adams Treasurer**  
**Made by White, seconded by Darling** **Approved 4-0-0**
  - ii. **Motion to appoint Janice Hopkins Tax Collector**  
**Made by White, seconded by Darling** **Approved 4-0-0**

- iii. **Motion to appoint Kathleen Stone Macy Town Clerk**  
**Made by White, seconded by Darling            Approved 4-0-0**
- iv. Registrar of Voters: no reappointment necessary as last year's appointment was for a two year term
- v. **Motion to appoint Kathleen Stone Macy Collector of Excise Taxes**  
**Made by Darling, seconded by White            Approved 4-0-0**
- vi. **Motion to appoint Paul Quinn Code Enforcement Officer**  
**Made by White, seconded by MacDonald        Approved 4-0-0**
- vii. **Motion to appoint Tammy Brown Associate Code Enforcement Officer**  
**Made by White, seconded by MacDonald        Approved 4-0-0**
- viii. **Motion to appoint Larry Terrio Licensed Plumbing Inspector**  
**Made by White, seconded by MacDonald        Approved 4-0-0**
- ix. Board concurred on deferring appointment of Harbor Masters until candidates could be approached and some changes to the positions discussed

**11. Other:**

- a. Board acknowledged with gratitude Stacy Beverage's contribution during her term of service on the Select Board

**Motion to adjourn at 5:50 PM**

**Made by Darling, seconded by White**

**Approved 4-0-0**

**Appendix A**

**RESOLUTION OF THE SELECTMEN OF THE TOWN OF NORTH HAVEN, MAINE  
AUTHORIZING THE SALE OF A \$1,350,000 TAX ANTICIPATION NOTE**

WHEREAS, the Town of North Haven, Maine (the "Town") is authorized by 30-A M.R.S.A. §5771 and other applicable law to borrow money in anticipation of taxes; and

WHEREAS, the Selectmen of the Town have determined that up to \$1,350,000 should be borrowed in anticipation of taxes and that, for that purpose, a Tax Anticipation Note in the amount of \$1,350,000 (the "Note") of the Town should be issued;

NOW, THEREFORE, BE IT RESOLVED BY THE SELECTMEN OF THE TOWN AS FOLLOWS:

Section 1. The issuance, sale and delivery of the Note to First National Bank (the "Bank") are authorized. The Note shall be sold to the Bank at an aggregate purchase price equal to the original principal amount of the Note, shall mature on December 31, 2018, shall be subject to prepayment or redemption in whole or in part at any time with or without penalty, shall bear interest at the rate per annum of 2.11%, shall be payable as to principal and interest as set forth in the Note and shall contain such other terms as are set forth in the Note.

Section 2. The Town Treasurer is authorized and directed to sign the Note and a Certificate (the "Certificate") on behalf of the Town. The official seal of the Town is authorized and directed to be impressed on the Note and the Certificate. The Note will be countersigned by at least a majority of the Town Selectmen. The Town Treasurer is authorized and directed to deliver the Note and the Certificate to the Bank upon receipt of the purchase price therefore.

Section 3. The Note is hereby designated as a qualified tax exempt obligation for purposes of § 265(b) of the United States Internal Revenue Code.

Section 4. The Selectmen and the Town Treasurer are each authorized and directed, on behalf of the Town, to carry out or cause to be carried out all of the obligations of the Town under the Note and the Certificate and to cause to be done all acts and to execute and deliver all certificates and other documents as may be necessary and proper in connection with the issuance, sale and delivery of the Note and in carrying out the purposes of this Resolution.

Section 5. All actions heretofore taken by the Selectmen and the Town Treasurer relating to the issuance and sale of the Note, in ensuring that the interest thereon will be exempt from federal income taxation to the Bank are hereby ratified, approved and confirmed.

Section 6. If any officer or official of the Issuer who has signed or sealed the Note shall cease to be such officer or official before the Note has been authenticated or delivered by the Issuer, such Bond nonetheless may be authenticated, issued and delivered with the same force and effect as though the person or persons who signed or sealed such Note had not ceased to be such officer or official; and any such Note may be signed and sealed on behalf of the Issuer by those persons who, at the actual date of the execution of such Note shall be the proper officers

and officials of the Issuer, although at the nominal date of such Note such person or persons shall not be such officer or official.

Section 7. The law firm of Eaton Peabody is hereby designated as Bond Counsel for the Town to advise the Town with respect to the issuance and sale of the Note, and to prepare documents and render opinions as may be necessary or convenient for the purpose.

Section 8. This Resolution shall take effect immediately.

APPROVED March 20, 2018, by the Selectmen of Town of North Haven, Maine at a meeting duly convened after sufficient public notice and conducted at North Haven, Maine.

TOWN OF NORTH HAVEN, MAINE

ATTEST:

(SEAL)

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Town Clerk