

TOWN OF NORTH HAVEN
SELECT BOARD
MARCH 31, 2020
4:30 P.M.

MINUTES

BOARD MEMBERS PRESENT BY TELEPHONE: Jon Demmons (Chair), Linda Darling (Vice Chair)(Linda participated by telephone and under new law is allowed to vote), Alex Curtis, Patsy Lannon, and Jeremiah MacDonald
 BOARD MEMBER(S) ABSENT: None
 TOWN ADMINISTRATOR: Rick Lattimer
 OTHER PERSONS PRESENT: Lorraine Reiser, FNP

1. Demmons called the Meeting to order at 4:30 pm
2. **Public Comment:** None
3. **Treasurer's Report**

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

Payroll Journal #13	in the amount of	\$26,488.52
Payroll Journal #13-A	in the amount of	\$4,545.95
Warrant #13	in the amount of	\$24,151.44
Warrant #13-A	in the amount of	\$30,390.81

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

4. **Correspondence:** None
5. **Reports**

a. Administrator:

- i. Clinic — COVID-19 (See Old Business, below)
- 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 — No update
- iii. Floats and Docks
 - Pulpit Harbor Float: Y-Knot Boatyard to reattach the ramp and floats in early April, weather permitting

- iv. Legal — Lattimer and Planning Board Chair, Pat Curtis intend to arrange a joint meeting of the Select Board and the Planning Board to discuss zoning changes. The meeting will take place at a more appropriate time.
- v. Roads & Bridges
 - Paving this spring is now tentative
 - Street sweeping contract - possibly early May
- vi. Sewer Department — Higgins and Cooper continue to remind users to **flush only human waste and toilet paper**; other materials clog the pumps and the Town may have difficulty finding a firm with time to repair them
- vii. Sheriff's Department
 - Possible New Deputy: Lattimer is working to find a house for the new deputy and his family

Date	Incident	Deputy
3.29	Fish & Game	Landers

- viii. Town Properties — Awaiting word from SafetyWorks!, a part of the Maine Department of Labor, as to whether the May 20-21, 2020 inspection is postponed. The Town Property Manager is helping to manage this effort for the Town.
- ix. Transfer Station — The Transfer Station will operate normal hours, with measures in place to reduce human-to-human contact. Peter Cooper, Station Manager, will keep track of the types and amounts of trash disposed. The Town will bill customers. The recycle and redeemable areas remain open, but customers will be asked to drop their materials and go. Sarah Cooper and Tim Cooper will sort them.
- x. Water Department — We received one estimate from Phoenix Tech out of Akron, Ohio. Suez Utility Service Company out of Brentwood, NH is also interested and visited the island on Friday, February 28th, to look at the water tank. Lattimer will talk to Suez when time permits.

6. Old Business:

- a. *COVID-19, Coronavirus Health Update* — Lorraine Reiser, one of our Family Nurse Practitioners (FNP) and Local Health Officers, briefed the Board on the virus and the efforts to contain and combat it. The Town continues update its website, participates in regular briefings with Maine CDC and Knox County Emergency Management Agency, holds weekly internal emergency management meetings, and will continue to monitor the situation.
 - i. *Land-Use Permits* - Considering the restrictions on in-person meetings and travel, the Code Enforcement Officer and Associate Code Enforcement Officer recommend that the Board suspend the processing of land-use permits during the COVID-19 emergency.

Motion to suspend the processing of land-use permits by the Code Enforcement Officer and the Planning Board during the period of the Civil Emergency declared by the Governor, such suspension to remain in effect until 30 days after the emergency ends, and to suspend the expiration of any land-use permits granted until such permits can be processed following the termination of the emergency regardless of whether work or change commenced during the one-year period from the date the permit was granted.

Made by MacDonald, seconded by Curtis

Approved 5-0-0

- ii. *Signs* - Lattimer prepared signs requesting that people act as though COVID-19 is already in our community, per Dr. Shah's guidance
- iii. *Emergency Funds* - Lattimer briefed the Board on his intention to take the steps necessary to make emergency funds available, if needed, to mitigate the impacts of the Coronavirus.

b. *Town Meeting Follow-up* — The Board tabled its discussion on the March 14th Town Meeting.

7. **New Business:** None

8. **Other:**

- Curtis asked whether the Town could prepare a list as to what is essential and what is not under the Governor's Executive Orders. Lattimer will look into it.

9. **Adjournment** — **Motion to adjourn at 5:27 pm made by Lannon, seconded by Darling**
Approved 5-0-0