

**TOWN OF NORTH HAVEN**  
**SELECT BOARD**  
**APRIL 2, 2019**  
**4:30 P.M.**

**MINUTES**

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

BOARD MEMBER(S) ABSENT: Alex Curtis

TOWN ADMINISTRATOR: Rick Lattimer

1. Demmons called the Meeting to order at 4:30 PM
2. **Motion to approve the Minutes of March 26, 2019**  
**Made by Darling, seconded by MacDonald** **Approved 4-0-0**
3. **Public Comment:** None
4. **Treasurer's Report**

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

Payroll Journal #12	in the amount of	\$27,640.60
Payroll Journal # 12-A	in the amount of	\$3,817.28
Warrant #12	in the amount of	\$2,285.88
Warrant #12-A	in the amount of	\$14,495.08
Journal Entry	in the amount of	\$10,538.86

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

5. **Correspondence:** None
6. **Reports:**
  - a. Administrator:
    - i. Clinic — Clinic Assistant and backup (See new business, below)
    - ii. Fire Department/EMS  
— The Fire Chief and Town Administrator continue to work on a spending plan for the Fire Department  
— The EMS Chief, the Town Administrator, and the Treasurer continue to work on a plan for the structure and stipends for the EMS Crew.
    - iii. Floats and Docks — Y-Knot Boatyard has reinstalled the ramp and floats in Pulpit Harbor
    - iv. Legal – None

- v. Roads & Bridges — Road Commissioner Brown is working on an estimate to raise the level of the South Shore Road roadbed in the vicinity of Turner Farm to reduce the runoff and ice
- vi. Sewer Department — The Town continues to wait for its discharge permit from the EPA and DEP
- vii. Sheriff’s Department  
Incident reports

<b>Date</b>	<b>Incident</b>	<b>Deputy</b>
3/26	Property release	Walker
4/1	Traffic offense	Walker

- viii. Town Properties — Lattimer is preparing an analysis as to how best to ensure the Town’s properties are maintained and repaired as necessary
- ix. Transfer Station — Peter Cooper and his team are continuing to work with the hauling company and Road Commissioner to reduce the size of the metal pile. Lattimer is working with the Ferry Service to determine whether the Town could schedule an extra boat or two to carry extra trucks so we could eliminate the excess waste at the Transfer Station more quickly
- x. Water Department — None

**7. Old Business:**

- a. *Airstrip:* Gartley & Dorsky, a professional engineering firm, provided basic topographic data about each of the alternative airstrips under consideration.

**8. New Business:**

- a. *Ferry Service* — Jon Emerson talked with the Board about the proposed increase in fares and the exceptions to the engines-off policy. The Board directed Lattimer to send an invitation to the new DOT Commissioner, Bruce Van Note, to visit the island and talk with the Board and the community.
- b. *Discussions concerning a possible new Fire Station/Public Works Building* — Gartley & Dorsky, a professional engineering firm from Camden, came to the island to tour the existing building and attend the Board meeting. Shaun Cooper, Fire Chief, and Aaron Cabot attended as well. The group had a wide-ranging discussion about the limitations of the existing building, the size, scope, and systems needed for a new building, and the types of activities the Fire Department, EMS Crew, and plow crews would engage in both inside and outside any new building. The idea is to think what the Town would need in the way of a fully-functional building 25-30 years into the future. Gartley & Dorsky will follow up in a couple of weeks. At the meeting’s end, Demmons noted he would like to hold an open meeting with both year-round and summer residents to discuss whether to move forward with a new building.

- c. *Clinic Assistant Positions* — Lattimer reported that an interview panel consisting of Linda Darling, Sue Ferra, Merton Howard, Laura Jermann, and Lorrain Reiser interviewed all candidates for the positions. The panel recommended Kathi Lovell for the permanent position and Eva Hopkins as her backup. Lattimer then asked the Board to set the hourly rate of pay for each.

**Motion to appoint Kathi Lovell as the Clinic Office Assistant at an hourly rate of \$20.45**

**Made by Lannon, seconded by Darling 4-0-0**

**Motion to appoint Eva Hopkins as the alternate Clinic Office Assistant at an hourly rate of \$18.55**

**Made by MacDonald, seconded by Darling 4-0-0**

- d. *Clinical Social Worker* — Anne Cogger, a Licensed Clinical Social Worker, discussed working in the Clinic four days per month to provide counseling services to adults and adolescents on the island. Both Sue Ferra and Lorraine Reiser recommend engaging Ms. Cogger. Lattimer asked the Board for authority to enter into a 3-month trial agreement in which the Town would pay Ms. Cogger \$350 per day. Ms. Cogger would assist Clinic staff in billing patients' insurance companies. The Town would keep any insurance proceeds. Demmons asked Lattimer to ensure to capture the number of patients seen by Ms. Cogger during this trial period — without revealing any confidential information.

**Motion to give Lattimer authority to negotiate a 3-month contract with Anne Cogger for \$350 per day, four days per month, for counseling services**

**Made by Lannon, seconded by MacDonald 4-0-0**

9. **Executive Session** — The Board entered executive session pursuant to 1 Maine Revised Statutes section 405.6.C

**Motion to enter executive session — made by Darling, seconded by MacDonald**

**4-0-0**

**Motion to exit executive session — made by Darling, seconded by MacDonald**

**4-0-0**

10. **Board Member Comments**

- Darling asked whether someone still owns the old van parked on North Shore Road adjacent to Watson's airstrip. Lattimer will attempt to find out.
- Demmons reminded Lattimer to address streetlights, street sweeping, and repainting the stripes in the ferry parking lot and on Main Street
- MacDonald reminded Lattimer to continue to work on addressing safety issues in the ferry parking lot; another curb has been broken causing the fence to lean out over the water

- Lannon added that fishermen should be reminded to refasten the chains in ferry parking lot after loading or unloading gear

**11. Motion to adjourn at 6:42 made by Darling, seconded by Lannon**

**Approved 5-0-0**