

TOWN OF NORTH HAVEN
SELECT BOARD
APRIL 14, 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 (joined at 4:47), and Jeremiah MacDonald

BOARD MEMBER(S) ABSENT: None

TOWN ADMINISTRATOR: Rick Lattimer

OTHER PERSONS PRESENT: Sue Ferra, FNP; Erin Cooper, EMS Chief; Shaun Cooper, Fire Chief, Joette DeBlois, Treasurer

1. Demmons called the Meeting to order at 4:33 pm
2. **Motion to approve the Minutes of March 31, 2020**
Made by Darling, seconded by MacDonald Approved 3-0-1 (Lannon abstained)

3. **Public Comment:** None

4. **Treasurer's Report**

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

Payroll Journal #15	in the amount of	\$24,032.79
Payroll Journal #15-A	in the amount of	\$4,382.15
Warrant #15	in the amount of	\$10,992.07
Warrant #15-A	in the amount of	\$9,669.93

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 — 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

- Fire Department — Chief Cooper reports the Fire Station roof is leaking
- 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
4.9	Property check	Alcala

- 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 winter hours, 8:00 to 4:00 on Wednesdays and Saturdays until further notice. Measures are 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.

7. Old Business:

- a. *Purchase of a Used Tanker Truck* — Brindle Mountain Fire Apparatus sent the Town a contract for the purchase of the used 2004 tanker truck.

Motion to authorize Lattimer to sign the contract to purchase the used tanker truck for \$95,000.

Made by Darling, seconded by Lannon

Approved 4-0-0

- b. *Town Meeting Follow-up* — The Watson family has suggested holding a telephone discussion about using their airstrip this coming summer. Lattimer will follow up.
- c. *COVID-19, Coronavirus Health Update* — Sue Ferra, 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.
- d. *Contractor Guidance* — Working with the nurse practitioners, contractors on the island, and Penobscot Island Air, Lattimer developed guidance for contractors who come out to the island to work. This is consistent with the Governor’s executive orders on essential businesses. The Board discussed the proposed guidance and the messages it says to the community about continuing to take actions to avoid the possibility of spreading the virus.

**Motion to adopt the Contractor Guidance
Made by Darling, seconded by MacDonald Approved 4-0-1 (Demmons
abstained)**

8. New Business:

- a. *Special Town Meeting* — The Board discussed holding a special town meeting to have voters authorize the transfer of funds from reserve accounts to an emergency fund for the purpose of addressing the Coronavirus.

**Motion to schedule a Special Town Meeting for Thursday, April 23, 2020 in the parking lot between the Town Office and the Community Building
Made by MacDonald, seconded by Curtis Approved 5-0-0**

- b. *Town House* — Ryan Marves is scheduled to move out of the Town’s House in mid-August 2020. Lattimer recommended the Board agree to allow the new Knox County Deputy to occupy the house after Marves departs. The deputy will pay all utilities. The Board concurred.

9. Other: Curtis suggested the Town create guidance that will help people who are returning to the island adhere to the Governor’s orders concerning the Coronavirus.

10. Adjournment — Motion to adjourn at 6:12 pm made by Darling, seconded by MacDonald Approved 5-0-0