

**NORTH HAVEN SELECT BOARD
FEBRUARY 15, 2023
5:00 P.M.**

MINUTES

BOARD MEMBERS PRESENT: Scot Baribeau, Bruce Gilman, and Patsy Lannon
BOARD MEMBERS ABSENT: Alex Curtis, Jeremiah MacDonald
TOWN ADMINISTRATOR: Rick Lattimer
OTHER PERSONS PRESENT: None

1. **Call to Order 5:07.** Lannon chaired the meeting as Vice Chair.
2. **Approval of the Minutes February 1, 2023, motion made by Baribeau, seconded by Lannon**
Approved 3-0-0
3. **Public Comment** - None
4. **Treasurer's Report**

a. Approval of Bills, Payrolls, Warrants, and Journal Entries:

Warrant #4	in the amount of	\$33,496.56
Warrant #4-A	in the amount of	\$24,068.49
Warrant #5	in the amount of	\$23,532.13
Warrant #5-A	in the amount of	\$13,220.62
Payroll Journal #5	in the amount of	\$1,555.56
Payroll Journal #6	in the amount of	\$28,323.35
Payroll Journal #6-A	in the amount of	\$4,911.28
Sewer Department Warrant #2	in the amount of	\$7,591.68
Water Department Warrant #2	in the amount of	\$6,303.58
Monthly Journal Entries – Jan.	in the amount of	\$34,994.17

**Motion to approve Bills, Warrants, Payroll Journals and Journal Entries
Made by Gilman, seconded by Baribeau**
Approved 3-0-0

5. **Correspondence** - None
6. **Reports**
 - i. Clinic: Still working to obtain Mental and Behavioral Health Services
 - ii. Ferry Service: The Town is coordinating with the Clinic and the Ferry Service about Medical Priorities. Lattimer will set up a Board workshop to discuss Ferry Services matters in general.
 - iii. Fire Department/EMS: None
 - iv. Floats & Docks:

- The Town will work on a concept for managing moorings in Pulpit Harbor for the Select Board’s consideration
 - The Town is working to find a new harbormaster for Pulpit Harbor
- v. Legal:
- Planning Board – Ordinances: The Planning Board is close to completing its work on the new Land Use Ordinance and plans to hold the required public hearing in the next few weeks. The Shoreland Zone Ordinance will require more work in the Village area to account for the way in which we have historically used that area. The Planning Board is working with Maine DEP to develop a meaningful ordinance.
 - Short-term rentals – Colloredo-Mansfeld is working on obtaining ordinances from other similar communities.
- vi. Public Safety Building Update: (See below)
- vii. Roads & Bridges: The Town staff is looking into available grants to improve culverts and stream crossings.
- viii. Sewer Department: The Sewer Department is working to add an aluminum sulfate coagulant to the influent in order to help separate solids from liquid waste. Olver Associates is assisting the Town with this process.
- ix. Sheriff’s Department

Date	Incident	Deputy
2.6.23	Property damage	Palmer
2.14.23	Agency assist	Lemoi

- x. Town Properties:
- Town House
 - Drywall, flooring, and doors are complete
 - Cabinets and interior trim and painting are underway
 - Waiting for plumbing and final electrical
- xi. Transfer Station: Lattimer will prepare a request for bids to replace the roof on the lower building (redeemables)
- xii. Water Department: Capacity Development Grant – Ransom Consulting is coordinating work on three projects under the grant: (1) a private well database that will help us determine the availability of groundwater across the island; (2) an analysis of the likelihood of seawater surging into Fresh Pond from the Mill Stream; and (3) an exploration of possible groundwater sites on the southwest side of Fresh Pond. The Board has approved moving forward with a rate increase for the Water Department so the Department in conjunction with developing a capital improvement plan. We expect to present the results of the well survey later this month.

7. Old Business

- a. *Public Safety Building* – On February 22, 2023, the Planning Board will hold the required hearing to consider the Town’s request for a conditional use permit to

construct the new building. The Planning Board has also scheduled a special meeting to vote on the Town's application immediately following the hearing.

b. *Community Priorities*

- Access to Housing: The Town is going to explore grant opportunities with the State to obtain funds to create more housing opportunities
- Economy & the Workforce: The Town has applied for a federal grant to make the Thorofare Waterfront more accessible for multiple uses, and to mitigate the effects of sea level rise.
- Environmental Sustainability & Climate Change Impacts: The Town has applied for a grant to mitigate the effects of sea level rise along the Thorofare Waterfront in the Village. The Town is also working with Colloredo-Mansfeld and Gabe McPhail to take steps necessary to obtain a Community Action Grant. This grant would help the community take steps to improve our environmental sustainability and climate-change resiliency.

8. New Business

- a. *Tax Anticipation Note for \$1.4 million* – Treasurer Joette DeBlois recommends the Select Board approve soliciting banks for a \$1.4 million Tax Anticipation Note to finance the Town's operations until tax revenues begin to arrive in August 2023.

**Motion to authorize the Treasurer to solicit lenders for a \$1.4 million Tax Anticipation Note made by Lannon, seconded by Baribeau
Approved 3-0-0**

- b. *Knox County Deputy Contract* – The Board considered the 2023 contract with Knox County to provide deputy sheriff services.

**Motion to approve the contract for deputy sheriff services made by Gilman, seconded by Baribeau
Approved 3-0-0**

- c. *Town Website Contract* – Lattimer recommended approving a contract with Revize, a website developer specializing in municipal websites, to obtain a new website for the Town. Revize would charge \$3,500 for the first year to create the website and transfer data from the current website, and then \$1,000 per year to maintain the website for three succeeding years. The current website is on free platform that is no longer supported by a provider.

**Motion to authorize Lattimer to sign a contract with Revize for website services in the amount of \$6,500 made by Baribeau, seconded by Gilman
Approved 3-0-0**

9. Other – Baribeau asked Lattimer to talk with boat owners about tying up indefinitely at the Pulpit Harbor float.

10. Adjournment – **Motion to adjourn at 5:58 made by Baribeau, seconded by Lannon**
Approved 3-0-0