

NORTH HAVEN SELECT BOARD
MAY 3, 2023
5:00 P.M.

MINUTES

BOARD MEMBERS PRESENT: Scot Baribeau, Amilia Campbell, Jacqueline Curtis, and Jeremiah MacDonald
BOARD MEMBERS ABSENT: Bruce Gilman (arrived at 6:00 pm)
TOWN ADMINISTRATOR: Rick Lattimer
OTHER PERSONS PRESENT: Mia Colloredo-Mansfeld, Alice Cornwall, Aaron Martin

1. Call to Order 5:00.

2. Approval of the Minutes April 5, 2023, motion made by Baribeau, seconded by Campbell
Approved 4-0-0

3. Public Comment – None

4. Treasurer's Report

- Approval of Bills, Payrolls, Warrants, and Journal Entries:

Warrant #15	in the amount of	\$14,611.26
Warrant #15-A	in the amount of	\$40,569.77
Warrant #16	in the amount of	\$154,611.99
Warrant #16-A	in the amount of	\$791.55
Payroll Journal #16	in the amount of	\$26,699.35
Payroll Journal #16-A	in the amount of	\$6,304.77
Payroll Journal #17	in the amount of	\$612.15
Sewer Department Warrant #9	in the amount of	\$2,248.76
Water Department Warrant #9	in the amount of	\$12,098.79
Water Department Warrant #10	in the amount of	\$4,635.13

Motion to approve Bills, Warrants, Payroll Journals and Journal Entries
Made by Baribeau, seconded by Campbell
Approved 4-0-0

5. Correspondence – David Cooper submitted a letter urging the Select Board to hire a full-time person to police the roadsides using the Kubota tractor that is now in the shed at Mullens Head Park. Curtis said she would talk with Cooper and report back to the Board.

6. Reports

- i. Clinic: Still working to obtain Mental and Behavioral Health Services. Vinalhaven's clinic has just lost their mental health provider.

- ii. Ferry Service: The Board would like to hold a workshop to discuss Ferry Service issues. Lattimer to schedule.
- 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 has scheduled a public hearing to consider the draft Shoreland Zone Ordinance, which was recently approved by Maine DEP. The hearing is scheduled for May 23rd. The Board directed Lattimer to schedule a special Select Board meeting immediately following the hearing.
- vi. Public Safety Building Update: Site work on the new building has begun. Some ledge will need to be blasted out to make space for the foundation and surrounding drainage.
- vii. Roads & Bridges: The Town staff is looking into available grants to improve culverts and stream crossings with the goal of developing a plan and obtaining money in 2024.
- viii. Sewer Department: The Sewer Department has begun adding 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. The Board expressed a desire to tour the Wastewater Treatment Plant in the near future.
- ix. Sheriff’s Department

Date	Incident	Deputy
4.19.23	Wellbeing check	Lemoi
4.24.23	School visit	Lemoi
4.26.23	Car/deer accident	Lemoi
5.2.23	Traffic hazard	Lemoi

- x. Town Properties:
 - Town House
 - Drywall, flooring, and doors are complete
 - Cabinets, interior trim, painting, and plumbing are underway
 - Waiting for final electrical
 - Community Building
 - The Board asked about the date for installing the electric vehicle charger
 - Property Manager Shields is refining Irishspan’s estimate to replace the roof and siding on the Community Building to ensure the building would be insulated as much as possible.
- xi. Transfer Station: Lattimer will prepare a request for bids to replace the roof on the lower building (redeemables)
- xii. Water Department:
 - We continue to move forward with Ransom’s water studies

- We are working to replace the sand in the filters; work commences on the first two filters this evening.

7. Old Business

- *Community Priorities* – Lattimer gave a brief update on all three Priorities: (1) Access to Housing; (2) Workforce Development & Economic Diversification; and (3) Environmental Sustainability & Climate Change Impacts. Curtis reiterated the need for housing. The North Haven Historical Society has 12 applicants for the apartment there.

8. New Business

- a. *Capacity Development Grant* – Aaron Martin, of Ransom Engineering, reviewed the firm’s report with the Select Board and answered questions.
- b. *Clinic Assistant Pay & Benefits* – The Board considered two items. First, should the Town amend its Personnel Policy to allow two part-time married employees to combine their hours so as to qualify for full-time benefits? Treasurer DeBlois contacted her counterparts in other towns; none of them do this. The Board decided not to amend the Policy. Second, Lattimer recommended hourly pay rates for Kathi Lovell (she will continue to work 8-12 hours per week cleaning up old files and health records), Alicia Hopkins, and Jill Kaufman. Hopkins has successfully held the position before; Kaufman is starting out.

Motion to set the hourly pay rates as follows: Lovell \$27.04; Hopkins \$25.54; and Kaufman \$23.65, made by Baribeau, seconded by Curtis

Approved 5-0-0

- c. *EMS Officers* – The EMS Crew voted to nominate the following members as officers: Courtney Naliboff – Chief (Administration), Jamien Shields – Chief (Facilities & Equipment), and Dave Macy (Driver Scheduler).

Motion to approve the EMS Officers as nominated, made by MacDonald, seconded by Gilman

Approved 5-0-0

- d. *Community Building* – Lattimer reviewed again the possibility of having Irishspan replace the exterior walls and roof of the Community Building while on-site to do the metal work on the new Public Safety Building. This would require the Board to authorize an exemption from the Town’s Purchasing Policy and to hold a special town meeting to obtain the funds. Lattimer recommended the Board think this over before the next meeting. Irishspan’s estimated price is \$233,108.
- e. *Island Institute ShoreUp Grant* – Lattimer noted that he completed the application for this \$10,000 grant and submitted it to the Island Institute for consideration. We should know whether the grant is approved later this month. We would use

the funds to engage a waterfront engineering firm to begin evaluating the Thorofare Waterfront for upgrades and sea level rise protection.

- f. *Island Fellow* – The Island Institute reports that Claire Oxford has formally accepted the position as North Haven’s fellow for 2023-2025.

9. Other

- Curtis asked about having Travis Bubar conduct tree trimming
- Curtis asked to coordinate with Turner Farm about the National Geographic cruise ships scheduled to visit this summer
- Campbell urged the Town to address drainage issues in the ballfield
- Campbell asked about street sweeping; Lattimer has arranged for Ellis Construction to once again sweep our streets – date TBD
- Campbell asked about traffic control at the intersection of Pulpit Harbor Road and North Shore Road; Lattimer suggested bringing that up with Road Commissioner Martin when she attends a Board meeting
- Campbell asked Lattimer to provide the Code Enforcement Officer training requirements
- Gilman observed that the Board’s meetings are growing very long and suggested switching back to weekly meetings

**10. Adjournment – Motion to adjourn at 8:12 made by Gilman, seconded by Baribeau
Approved 5-0-0**