

**NORTH HAVEN SELECT BOARD
JANUARY 17, 2024
MINUTES**

BOARD MEMBERS PRESENT: Jeremiah MacDonald, Scot Baribeau, Amilia Campbell, Jacqueline Curtis, and Bruce Gilman

BOARD MEMBERS ABSENT: None

TOWN ADMINISTRATOR: Rick Lattimer

ALSO PRESENT: Dan Bannon, Amy Davis, Leila Pike, David Young

- 1. Call to Order 5:00 pm**
- 2. Approval of Minutes of January 3, 2024 - Tabled**
- 3. Public Comment - None**
- 4. Treasurer's Report**

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

Warrant #1	in the amount of	\$333,949.06
Warrant #1-A	in the amount of	\$11,813.21
Sewer Department Warrant #27	in the amount of	\$29,249.21
Water Department Warrant #29	in the amount of	\$38,029.16
Payroll Journal #1	in the amount of	\$1,166.00
Payroll Journal #2	in the amount of	\$28,232.64
Payroll Journal #2-A	in the amount of	\$6,701.44

**Motion to approve Bills, Warrants, Payroll Journals and Journal Entries:
Made by Baribeau, seconded by Campbell Approved 5-0-0**

- 5. Correspondence** – Note from Congresswoman Chellie Pingree pledging to help however she can with recovery from the 10 and 13 January storms.
- 6. Reports**
 - a. Budget: Treasurer DeBlois is working on a draft budget for 2024.
 - b. Clinic: The Board would like to meet with the Medical Services Board soon. The Board encouraged the Clinic to run a flu vaccine clinic and to offer COVID-19 boosters. The Clinic is exploring the possibility of offering a COVID vaccine clinic.
 - c. Ferry Service: The Ferry Service continues to work on a new rate structure to close the anticipated 18 percent gap in its 2024 budget. Maine DOT will conduct formal public hearings before establishing a new tariff. The Board wants to push the Ferry Service to add an additional ferry to the North Haven run for a total of four ferry trips per day, year-round.
 - d. Fire Department/EMS: None.
 - e. Floats & Docks:
 - Thayer's Y-Knot Boatyard is working on a new float for the Thorofare

- The Board will soon begin working on a Harbor Management policy for the Thoroughfare and Pulpit Harbor. The Board directed Lattimer to begin preparing a position description for Harbormasters.
- f. Legal: The Board wants to have a discussion with an employment law attorney from our Town Attorney’s office concerning employee contracts and position descriptions.
- g. Roads & Bridges: The Board would like Lattimer to draft a letter for their signature encouraging people to respect road signs and other Town property.
- h. Sewer Department: Campbell noted the Town should have digital maps for both its Sewer and Water Departments.
- i. Sheriff’s Department
 - Incidents

Date	Incident	Deputy
1.7.24	911 hangup	Alcala
1.8.24	Traffic detail	Lemoi
1.10.24	Utility problem	Lemoi
1.10.24	Traffic hazard (3)	Lemoi
1.11.24	Traffic stop	Lemoi
1.12.24	Property damage – accident	Lemoi
1.12.24	Drugs	Lemoi
1.16.24	Agency assist	Lemoi

- j. Town Properties:
 - Holiday Lights: The Board would like to form a committee to create a more effective way to install and maintain holiday lights in the Village.
 - Old Fire Station/Town Garage: See below.
- k. Transfer Station: Need to obtain a contractor to install a new metal roof on the redeemables building. Lattimer also mentioned that he is working to obtain a quote on a new 40-yard, open-top container, because one of our current containers is rusting out. Finally, the Board wants to reinstitute the Solid Waste Committee to develop a longer-term plan for the Transfer Station. They advised Lattimer to seek assistance from the State and to benchmark other municipal transfer stations, such as Vinalhaven’s.
- l. Water Department: The Board plans to tour the Water Treatment Plant (Pumping Station) with Glen Marquis on 24 January 2024.

7. Old Business

- a. *Thorofare Waterfront Project* – Dan Bannon and Leila Pike of GEI talked with the Board about GEI’s workplan and overall support of this project. They will be on the island from 10-12 February, looking at the waterfront in person and meeting with stakeholders, property owners, and community members. Young noted that the Town should allow the seasonal community time to obtain data and provide input into this process.
- b. *Community Priorities Update* – Lattimer gave a brief update on the Town’s three priorities:

(1) Access to Housing – Lattimer is meeting monthly with Hannah Itzler, the new Executive Director of North Haven Sustainable Housing. The Town will continue exploring housing options, focusing initially on the old fire station. Scot Baribeau and Amilia Campbell will represent the Select Board on this working group. Lattimer is waiting for ideas from architects as to options for the old fire station/Town garage. The Board wants to consider both housing and commercial space and to be sure the Priority 1 Working Group is involved in this project.

(2) Workforce Development & Economic Diversification – This priority will be addressed primarily through the Thorofare Waterfront Project.

(3) Environmental Sustainability & Climate Change Impacts. This working group will meet every other month. Representatives from the group will participate on various projects, such as the Thorofare Waterfront Project. Gilman will represent the Select Board on this working group; he will encourage the group to provide an update on the group's activities to the Select Board.

8. New Business

- a. *10 & 13 January Storms* – Lattimer briefed the Board about the situation to date. Town properties suffered very little damage thanks to preventative efforts by the Sewer and Water Departments, Property Manager, Transfer Station Manager, and Road Crew. Special thanks also to Fox Islands Electric Cooperative. In contrast, the community suffered considerable property damage. Thankfully, no one was injured. The Town will work with the State and Federal Governments to obtain disaster recovery funds – assuming the President declares a disaster.
- b. *Thorofare Waterfront Project* – GEI recommends authorizing them to subcontract to hire a survey firm to determine the legal boundaries of the area. The estimated cost is \$20,000.

Motion to authorize GEI to subcontract for survey services with the approximate cost of \$20,000, made by Baribeau, seconded by Campbell.

Approved 5-0-0

- c. *Old Fire Station/Town Garage Lease* – Andrew Bonarrigo submitted the winning bid to rent the old station for \$755.00 per month.

Motion to authorize Lattimer to enter into a lease with Bonarrigo for \$755.00 per month through 2 May 2025, made by Baribeau, seconded by Curtis

Approved 5-0-0

- d. *Transfer Station* – Lattimer recommended the Board authorize contracting with Elite Containers to purchase a new demo container in the amount of \$11,749.

Motion to authorize Lattimer to order a demo container from Elite Containers for \$11,749, which includes delivery, made by Baribeau, seconded by Campbell
Approved 5-0-0

- e. *Select Board Workshop Calendar* – The Board considered a recommended Workshop and Meeting Calendar and will notify Town staff of any recommended changes. Campbell would like the Town to create a shared drive for the Select Board calendar.
- f. *Sewer Department Quarterly Commitment, \$34,321.49*

Motion to approve the Sewer Department Quarterly Commitment in the amount of \$34,321.49, made by Baribeau, seconded by Campbell
Approved 5-0-0

- g. *Water Department Quarterly Commitment, \$14,981.28*

Motion to approve the Water Department Quarterly Commitment in the amount of \$14,981.28, made by Baribeau, seconded by Campbell
Approved 5-0-0

9. Other

- Baribeau said he will ask Pulpit Harbor's Harbormaster, Adam Campbell to help get rid of the dilapidated floats in the harbor.
- Campbell noted broken black water lines on West District Road
- Campbell noted a low-hanging telephone line at the western end of West District Road
- Campbell asked if the Town could use something more effective to treat the roads following a storm.
- Curtis reminded Lattimer to post the agenda and Zoom link on the Town's website and Facebook.
- MacDonald encouraged the Town to talk with Juliet Lamont and the Road Commissioner about eliminating the flooding on North Shore Road adjacent to Charlie Brown's Pond.
- MacDonald noted how heartening it was to see so many community members volunteer to help Brown's.
- Campbell will encourage a student cleanup of Ferry Landing Beach and storm debris generally.

10. Motion to adjourn at 7:12 pm made by Baribeau, seconded by Campbell
Approved 5-0-0