

NORTH HAVEN SELECT BOARD
JANUARY 31, 2024
MINUTES

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

BOARD MEMBERS ABSENT: Jacqueline Curtis

TOWN ADMINISTRATOR: Rick Lattimer

ALSO PRESENT: Pat Curtis, Treasurer Joette DeBlois, Christie Hallowell

- 1. Call to Order 5:00 pm**
- 2. Approval of Minutes of January 3, 2024, and January 17, 2024**
- 3. Public Comment - None**
- 4. Treasurer's Report**

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

Warrant #2	in the amount of	\$252,376.25
Warrant #2-A	in the amount of	\$26,262.76
Warrant #3	in the amount of	\$13,885.87
Warrant #2-A	in the amount of	\$18,520.11
Sewer Department Warrant #1	in the amount of	\$8,616.82
Water Department Warrant #1	in the amount of	\$2,968.96
Sewer Department Warrant #2	in the amount of	\$1,297.21
Water Department Warrant #2	in the amount of	\$194.46
Payroll Journal #3	in the amount of	\$4,809.85
Payroll Journal #4	in the amount of	\$28,408.38
Payroll Journal #4-A	in the amount of	\$7,617.90
Payroll Journal #5	in the amount of	\$1,107.72

Motion to approve Bills, Warrants, Payroll Journals and Journal Entries:

Made by Baribeau, seconded by Campbell

Approved 4-0-0

- 5. Correspondence** – Alicia Hopkins submitted her resignation from her Clinic position. The Board accepted it with regret.
- 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 has scheduled a COVID vaccine clinic for February.
 - 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: None
- i. Sheriff’s Department
 - Incidents

Date	Incident	Deputy
1.22.24	Hit and run	Lemoi
1.23.24	Accident	Lemoi
1.24.24	911 open line	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: Bonarrigo has begun renting the building.
- 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: Campbell believes Water Department users would benefit from a Frequently Asked Questions (FAQ) sheet about the Department, including water treatment, distribution, and rates.

7. Old Business

- a. *19 & 13 January Storms – Recovery Update:* Lattimer briefed the Board about disaster recovery funding. There are two types, public assistance and individual (private) assistance. Whether either type of assistance is available depends on whether FEMA obtains a presidential disaster declaration. Obtaining that declaration usually takes several weeks. The Thorofare Waterfront Project, in contrast, is a hazard **mitigation** activity, designed to make changes that mitigate the risk of damage in the future.
- b. *Thorofare Waterfront Project* – Dan Bannon and Leila Pike of GEI will be here to meet with property owners, stakeholders, and community members for three days,

10-12 February. Oxford and Lattimer are working with GEI on a draft calendar and communications plan.

- c. *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. Campbell encouraged the Town to explore dormitory-style housing.
 - (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. *Wages & Salaries* – (Tabled until 2.7.24). Hallowell asked to speak to the Board about Town wages and salaries. She emphasized that she does not begrudge the hard-working Town employees the money the Select Board votes to pay them. What she is asked if for the Select Board to work with the Budget Committee and the Treasurer to look at comparable wages in other communities and around the island to ensure the wages, salaries, and benefits are consistent with the locality.
- b. *2024 Town Budget* – (Tabled until 2.7.24)
- c. *Sewer Department* – Superintendent Higgins recommends the Board, in its capacity as Sewer Department Directors, authorize the purchase of laboratory equipment that the Department can use to perform some of its own laboratory tests. The system is IDEXX and costs \$8,300.

In its capacity as Sewer Department Directors, motion to authorize the purchase of a sample testing system from IDEXX for \$8,300, made by Baribeau, seconded by Campbell **Approved 4-0-0**
- d. *Sale of Old Ambulance* – Annabell Hurd submitted the winning bid for the ambulance, \$10,502. The Town will transfer the title to her upon receipt of her check.

- e. *EMS Purchase, Special Funds* – North Haven EMS successfully raised funds to purchase equipment that generally supports volunteers and enhances the unit’s abilities. The EMS Co-captains recommend the purchase of CPR mannequins, “go-bags” for EMTs, and couches for the new Public Safety Building, for a total of \$5,500.

Motion to authorize the use of Special Funds (donations) to purchase CPR mannequins, go-bags, and two couches, for a total of \$5,500, made by Baribeau, seconded by Gilman
Approved 4-0-0

9. Other

- Gilman reminded the Board about the need to set a date to meet with the Mullins Head Park Commission
- Campbell recommended Lattimer work with the Road Commissioner to develop a comprehensive culvert replacement plan
- Campbell and DeBlois recommended the Board meet with the Budget Committee in April 2024 about the 2025 Budget
- Campbell asked about working with the School Wellness Committee to enhance the basketball court next to the Community Building
- Campbell would like to have a better understanding about Board communications and asked Lattimer to schedule a discussion with the Town’s attorney.

10. Motion to adjourn at 7:23 pm made by Baribeau, seconded by Campbell
Approved 4-0-0