



HARRISON BOARD OF SELECTMEN

Thursday October 10, 2019 – 6:00 P.M.

Present: Chairman Matthew Frank, Vice Chairman Raymond Laplante, Selectman Richard Sykes, Selectman Penny Bean, Selectman Henry Dumont, Town Manager Tim Pellerin, Secretary Melissa St. John

Public: LRTV, Eric Labelle from Mainland Development, Michael Heavy, Wayne Rivet – Bridgton News, Dan Hastings.

1. Pledge of Allegiance – Led by Chairman Frank

Award of Commendation was given to Dan Hastings for his service to the community while working as our deputy for Cumberland County. The Board felt he was exemplary as an officer and he will be missed.

2. Meeting called to order at 6:00 p.m. by Chairman Frank

3. Public Hearings

- a. Junkyards – John Campbell (Sports Cars) & Derek Boutilier (Harrison Auto Salvage)

Chairman Frank opened the public hearing for the junkyards at 6:07 pm. There have been no problems with either facility this past year per the code office. Public hearing closed at 6:08 pm.

- b. General Assistance Appendices

Chairman Frank opened the public hearing on the General Assistance Appendices at 6:08 pm. There were no questions on the new guideline amounts. Public hearing closed at 6:10 pm.

4. Public Participation (Non-Agenda Items) - None
5. Approval of Unsigned Warrants – Warrants #12 - #15 approved with signatures
6. Approval of Minutes – September 12, 2019

Motion to approve the minutes of September 12, 2019 made by S. Sykes, 2nd by S. Laplante. Approved 4-0. S. Dumont abstained not at last meeting.

7. Old Business –
 - a. Dan Hastings Award – awarded at the beginning of the meeting
 - b. Public works site Design update Phase II

The current gravel pit was looked at as a possible site for the new public works facility but it is not considered a decent site to use due to needing fill, retaining walls and would need to be stabilized. When it was excavated it was taken down to the water table and ledge. It also has a 12ft grade to it.

The other site is using land at the RADR facility. The layout is good and there is plenty of acreage to deal with water treatment and keeping buffers of trees. The fields are 1420 ft away and the nearest neighbor is over 535 ft. away. The only other option would be to go and look at all private property that may be available and look to purchase.

Town manager has been questioned about the extra miles the trucks will be traveling. They won't be driving so many miles that it would justify the purchase of private property.

Additional comments included leaving our dump trucks and equipment out in the weather and the life expectancy is 8 – 10 years. If we get them inside we can get 15 years from the vehicles. The savings from making equipment last longer also needs to be factored into the cost of the project.

If we need to buy land (4 acres for the facility plus what is needed for buffer) there is a cost associated with the purchase. It could add another \$100,000 plus to the project.

The current land is also located on Rt. 117 which is a major thoroughfare. The consensus is it makes sense to use this piece of land because we already own it and it will work as a site.

The next steps would be to look at the specs of the buildings and costs.

- c. Cable TV franchise update

Town manager met with the law firm to discuss our contract. We couldn't find a current contract on file. The law office reached out to Spectrum and they found we do not have a current contract. Our last contract was in 1999 and Spectrum has been honoring that contract since. We will be included with the other 22 towns to do a density study. We will be setting up a survey for the townspeople to fill out and help us provide information to put together a plan.

8. New Business

a. Mooring Ordinance Draft

Motion to accept draft 5 as the final version for the ballot made by S. Dumont, 2nd by S. Laplante. Approved 5-0.

b. Electronic Equipment, Communications and Use Policy

Changes pertain to the use of hand-held devices no longer being used in vehicles.

Motion made to accept the new version of the policy made by S. Laplante, 2nd by S. Bean. Approved 5-0.

c. Budget schedule

The schedule was presented for the budget season so the public can see the schedule because it will be a bit different this year with everything going to the ballot.

Motion made to accept the budget schedule made by S. Sykes, 2nd by S. Bean. Approved 5-0.

d. Approval of updated/change of Deputy Finance Director job description

Motion to approve the updated job description made by S. Sykes, 2nd by S. Laplante. Approved 5-0.

e. General Assistance Appendices

Motion to accept the new General Assistance Appendices made by S. Laplante, 2nd by S. Bean. Approved 5-0.

f. Junkyards

- i. John Campbell (Sports Cars)
- ii. Harrison Auto Salvage (Derek Boutilier)

Motion to grant junkyard permits for one year to John Campbell and Harrison Auto Salvage made by S. Laplante, 2nd by S. Dumont. Approved 5-0.

9. Town Manager's report

1) ADMINISTRATION-

- a) Interaction with Harrison Citizens visits – 7, calls – 6
- b) Budget update
- c) New Propane Bids

2) **PUBLIC WORKS** – Finished work on Radr fixing drainage etc. Started hauling sand and tuning up trucks & equipment getting ready for winter.

3) **FIRE DEPARTMENT-** Calls for September 30. See Attached sheet.

4) **SOLID WASTE/TRANSFER STATION-** The transfer station had close to 3000 visits again in September. We shipped 4 loads of recycles totaling 27,800 pounds. Two of these loads had a 5% contamination rate. We receive a warning from Ecomaine for loads that contain 5% to 25% but no penalties are incurred. The major contaminants continue to be plastic bags, padded envelopes and shrink wrap.

This past week the TS crew stained and painted the front of the uw/employee building. We are preparing the grounds for winter.

4) **RECREATION-** Tuesday, October 1st 22 of us went to the Fryeburg Fair! A great time for all. Tuesday, October 8th we have our Senior Luncheon and will be having a homemade fish chowder.

Saturday, October 12th we will be having our first Pumpkin Party in the Park from 1-3. 20 pumpkins have been donated by Hannaford and carving kits and paint will be supplied to families to use.

Thursday October 31st, Annual Halloween Party at the Fire Station. Looking for volunteers to help with games or donate snacks.

Unfortunately, due to the lack of volunteers we have cancelled the Field of Screams at RADR.

Run Club is a new club and has been very successful. We have 27 kids signed up and participating every Monday for 7 weeks.

There are 3 weeks left in the soccer season, fields have been very well maintained and teams have had the opportunity to play under the lights!

Kayla will be attending an MRPA (Maine Recreation & Parks Association) workshop on Friday, October 18th.

Application for the Annual Family Ice Fishing Derby has been submitted to the state!

5) **PARKS** – Mowing and regular Fall clean-up and maintenance. painting Gazebo and stained bath house & painted doors at Crystal Lake Park. Stained docks. Getting equipment ready for Winter. Will be tuning up tractors. Repeater site ready for new building.

6) **PUBLIC SAFETY-**

ACO - 8 Calls Covered included the following:

4 Reports of dogs at large that went back to owners

1 loose dog call came from Oxford County dog then went into Otisfield

Stray cat report found trapped transported to Shelter.

2 reports of missing dogs that came back to owners.

1 found dog turned out to be his neighbor's dog

Feral cat sightings and trap has been set.

Personal Note: I have recently Joined the Harrison Fire-EMS I am an EMT and when in town for ACO calls/work if an EMS call does come in, am able to respond thus giving another responder.

7) ON-GOING PROJECTS

- A) Building should be delivered 10/10 for new Radio repeater site for Public Works. Working on Generator installation for radio tower site.
- B) Paving should begin next week
- C) Fire Department Doors should be here by the end of the month.
- D) Auditor Update: Mitch handling; sending Trial Balances and then will move on from there.
- E) Contract w/Bridgton
- F) Still working on Policies for Board

10. Other Business

a. Election update

Absentee ballots are available in the clerk's office or they may be ordered online. Extended hours will be on Tuesday October 29th from 4:30 pm – 6:30 pm. for absentee voting and voter registration. Last day for an absentee ballot is Thursday October 31st at 4:30 pm. Election day is November 5th from 8 am – 8 pm. Voting is here at the town office in the meeting room.

b. Rabies clinic

We will be hosting our annual rabies clinic on November 16th from 1 pm – 3 pm in garage here at the town office. Postcards will be going out to remind those that need rabies about the clinic. The fee is \$10 per rabies shot. Licensing will be available for dogs at the same time. It is \$11 for non-neutered dogs and \$6 for neutered dogs. Our dog officer is expected to be in attendance for the first time.

c. Deputy clerk position

With the shift of personnel, the town manager would like to shift the money in the budget to fill a full-time position in the clerk's office. That office is currently understaffed.

Harold has been hired as a new member to the public works in an open position.

Town manager has asked for his evaluations to be done at the next meeting.

Chairman Frank reminded the Board members they are not allowed to talk shop with the employees.

S. Sykes shared information from attending the MMA convention and the speakers and workshops he attended. Topics include liability, leadership, and how your organization is run.

11. Executive Session – Not needed.

12. Adjourn

Motion to adjourn at 7:40 p.m. made by Selectman S. Sykes, 2nd by Selectman S. Bean

Respectfully submitted,

Matthew Frank, Chairman

Melissa St. John, Secretary