



AGENDA

HARRISON SELECT BOARD MEETING

Thursday, September 11, 2025 – 6:00 PM

All regular meetings are held the second Thursday of each month and are recorded for posting on Lake Region Television within 2 business days.

Public Participation Policy: Members of the public may speak during the designated Public Participation section only when recognized by the Chair or Vice Chair. Comment time is limited to **2 minutes per speaker**. Personnel matters will not be heard or discussed in this forum.

Present: Chair Phil Devlin, Vice Chair Nathan Sessions, Select Member Debora Kane, Select Member Kristin Humphrey, Select Member Michael Garvey, Town Manager John Bellino, Secretary Kathyryne Wilcox, Interim Town Manager – Bradley Plante

Absent: None

Public: LRTV, attendance sheet attached

I. Pledge of Allegiance

Those in attendance rose and recited the Pledge of Allegiance after a moment of silence in recognition of September 11, 2001.

II. Call to Order

The Chair officially opens the meeting and states the time. This is also when roll call may occur if quorum verification is needed.

III. Adjustments to the Agenda

The Executive Sessions were moved to the front of the Agenda.

The minutes from September 04, 2025, were removed from the agenda and will be approved at a later date.

IV. Executive Session

On a motion by Select Member Debora Kane, seconded by Select Member Kristin Humphrey, the Board voted unanimously to enter Executive Session pursuant to 1 M.R.S.A. § 405(6)(E) to Consult with Legal Counsel regarding legal rights and responsibilities regarding 14 Main Street, Harrison ME 04040 at 6:05 PM.

The Board returned to the meeting room. On a motion by Select Member Michael Garvey, seconded by Select Member Debora Kane to return from Executive Session at 6:22 PM.

On a motion by Select Member Michael Garvey, seconded by Select Member Debora Kane, the Board voted unanimously to enter Executive Session pursuant to 1 § 405(6)(E) to consult with legal counsel regarding legal rights and responsibilities regarding Maintenance and Retention of Town records at 6:22PM.

The Board returned to the meeting room. On a motion by Vice Chair Nathan Sessions, seconded by Select Member Kristin Humphrey to return from Executive Session at 6:22 PM.

Executive Session – 1 M.R.S.A. § 405(6)(E) to Consult with Legal Counsel regarding legal rights and responsibilities regarding 14 Main Street, Harrison ME 04040.

Executive Session – 1 § 405(6)(E) to consult with legal counsel regarding legal rights and responsibilities regarding Maintenance and Retention of Town records.

V. Town Manager’s Report

The Town Manager provided updates on municipal operations, staffing, departmental issues, ongoing projects, grants, or other key administrative matters.

VI. Departmental Reports

Reports from the Cumberland County Sheriff’s Office, General Assistance, Code Enforcement Office, and other Departments.

VII. Public Participation (Non-Agenda Items)

This is an opportunity for the public to speak on items not listed on the agenda.

VIII. Consent Agenda

Routine items grouped for a single motion and vote. Any Select Board member may request that an item be removed from the consent agenda and voted on separately.

A. Approval of Warrants – Approved by Signature.

B. Approval of Minutes: August 14, 2025.

C. Approval of Minutes: August 21, 2025.

D. ~~Approval of Minutes: September 04, 2025.~~

On a motion by Vice Chair Nathan Sessions, seconded by Select Member Kristin Humphrey, the Board voted unanimously to approve the Consent Agenda.

IX. Old Business

Items that have been previously discussed but require further discussion, follow-up, or action.

A. Clerk’s Hours Review.

***Motion**

The Select Board will be reviewing the Trial Late Hours to determine if they should continue or be changed.

The Board reviewed the trial late office hours. Following discussion, Select Member Michael Garvey moved, seconded by Select Member Debora Kane, to continue with the standard 8:00 AM – 4:00 PM hours beginning October 1, 2025. Motion passed unanimously.

B. Maple Ridge Cemetery Association.

***Motion**

The Maple Ridge Cemetery Association has provided a letter requesting the Town of Harrison to take over the cemetery.

The Board reviewed a letter requesting the Town take over the cemetery. On a motion by Select Member Debora Kane, seconded by Select Member Kristin Humphrey, the Board voted unanimously to accept add the responsibility for Maple Ridge Cemetery to the upcoming Special Town Meeting.

C. Fire Engine Bid.

***Motion**

The Town Manager and Fire Chief will provide a recommendation after the review of the Fire Engine Bids.

The Town Manager and Fire Chief recommended awarding the purchase to the lowest responsible bidder. On a motion by Select Member Michael Garvey, seconded by Select Member Debora Kane, the Board voted unanimously to approve the bid to New England Fire for \$857,040.00

D. Authorization for the Town Manager to start the Bond Anticipation Note (BAN) Process.

***Motion**

The Town Manager is requesting approval to begin the BAN Process.

On a motion by Select Member Debora Kane, seconded by Select Member Michael Garvey, the Board authorized the Town Manager to begin the BAN process. Motion passed unanimously.

E. Harrison Traffic Stop Revenue.

Review of the numbers provided by Sen. Bennett. Potential motion to formally request filing legislation.

The Board discussed figures provided by Senator Bennett regarding traffic stop revenue. On a motion by Select Member Michael Garvey, seconded by Select Member Debora Kane, the Board authorized the Town Manager to write a letter to the Representative. Motion passed unanimously.

X. New Business

Items being introduced for the first time or requiring current action. Each item is listed with a title, and optionally a brief description or supporting document reference.

- A. **Budget Committee Applications.**
Review of the submitted Budget Committee applications.
 The Board reviewed applications submitted for Budget Committee membership. No final appointments were made.
- B. **Fee Committee Update.**
Fee Committee will be providing an update on where they are in the process.
 The Fee Committee provided an update on its review of town fee structures.
- C. **Comprehensive Plan Update.**
The AdHoc Committee will be providing an update on where they are in the process.
 The Ad Hoc Committee gave a status report on progress and upcoming public outreach efforts.
- D. **Boosters Club Update.**
 A representative of the Boosters Club reported on recent activities and coordination with Parks and Recreation.
- E. **Resilient Harrison Maine | State Community Resilience Grant. *Motion**
Seeking approval from the Select Board to begin preparing to apply for another State Community Resilience Grant.
 On a motion by Select Member Michael Garvey, seconded by Select Member Kristin Humphrey, the Board voted unanimously to authorize preparation of an application for the State Community Resilience Grant.
- F. **Planning Board Vice Chair Resignation Notice.**
No motion to be taken. Informational.
 The Board acknowledged receipt of the resignation notice. No action was taken.
- G. **Appoint Vacant Planning Board Seat Position. *Motion**
The Select Board will be appointing to fill the vacant Planning Board Position.
 It was unanimously decided that they Appointment of the Planning Board Position would be tabled until next meeting, when a recommendation letter can be received by the Planning Board Chair.
- H. **Appoint Vacant Planning Board Alternate Position. *Motion**
The Select Board will be appointing to fill the vacant Planning Board Position
 It was unanimously decided that they Appointment of the Planning Board Position would be tabled until an application for the Alternate Position is received.
- I. **Tax Re-Commitment. *Motion**
 On a motion by Vice Chair Nathan Sessions, seconded by Select Member Kristin Humphrey, the Board voted unanimously to approve the Tax Re-Commitment.

XI. Other Business

For miscellaneous topics not listed under New/Old Business, scheduling future meetings, or items raised at the meeting that require acknowledgment but not formal action.
 There was no other business brought forward.

XII. Select Board Items

Optional section for individual Board members to provide brief updates, express concerns, or raise issues to be placed on a future agenda. This is not typically used for detailed discussions.

- A. **Harrison Education Options Committee Update. Debora Kane**
 Select Member Debora Kane provided an update on the Harrison Education Options Committee.
- B. **Town of Harrison Policy Project. Philip Devlin**
- C. **Planning Workshop with GPCOG. Philip Devlin**
- D. **Meeting Frequency. Philip Devlin**
- E. **Speed Mitigation. Philip Devlin**
- F. **Training on Using AI Tools. Philip Devlin**
 Chairman Devlin discussed the Town of Harrison Policy Project, a potential workshop with GPCOG, meeting frequency, speed mitigation, AI tool training, and other administrative planning matters.
- G. **Boat Ramp Parking. Mike Garvey**
 Select Member Mike Garvey raised concerns regarding boat ramp parking.

XIII. Next Regular Meeting: Thursday, October 09, 2025 – 6:00 PM

XIV. Adjournment

Marks the official close of the meeting. Chair states the time of adjournment once motioned and approved.

On a motion by Select Member Michael Garvey, seconded by Select Member Kristin Humphrey, the Board voted unanimously to adjourn.

Respectfully submitted,


Phil Devlin, Chairman


Kathryne Wilcox, Secretary