



MINUTES

HARRISON SELECT BOARD MEETING

Thursday, March 09, 2023 – 6:00PM

All regular select board meetings are held the 2nd Thursday of each month. Meetings are recorded and posted on the Town Website and on Lake Region Television usually in 2 days.

Due to COVID-19 Public Participation is limited: Please wear a mask and practice social distancing. Reminder to the attending public: Select Board meetings are open to the public, but the public may not speak unless recognized by the Chair or Vice Chair only during Public Participation. Comment time is limited to 2 minutes per speaker. Matters related to personnel will not be heard or discussed.

Present: Chair Richard Sykes, Vice Chairman Matthew Frank, Selectman Philip Devlin, Selectman Frederick Ross, Select Person Penny Bean, Town Manager Cass Newell, Public Services Director Andrew Ward, Secretary Denise Dumont,

Absent: No one

Public: LRTV, attendance sheet attached,

- I. Call the Meeting to Order
- II. Pledge of Allegiance
- III. Public Participation (Non-Agenda Items)
- IV. Adjustments to the Agenda
 - **New Business**
 - C. Summer Recreation 2023 Fee Schedule**
- V. Consent Agenda
 - A. Approval of Unsigned Warrants #39 - #42 Approved by Signature
 - B. Approval of Select Board Minutes – February 09, 2023

Motion to approve the Select Board Minutes for February 09, 2023 made by S. Devlin, 2nd S. Frank Approved 5-0

C. Liquor License: Renewal of Deertrees Theatre liquor License
Question: Any issues that we know about with Deertrees Theatre and/or the liquor license? NO
Motion to approve the Renewal of the Deertrees Theatre Liquor License mad by S. Frank, 2nd S. Devlin Approved 5-0

D. Quit Claim Deed for Tax Acquired property paid in full
(Moore, Fogg Rd Map 02 Lot 0005)
Motion to approve and sign the Quit Claim Deed for Tax Acquired property to be returned to Owners Moore made by S. Ross, 2nd S. Frank Approved 5-0

VI. New Business

- A. Policy Review Community Room
Changes 1.b. The meeting room located at the fire station is limited to municipal function; municipal supported functions and establish non-profit and for profit organizations. Any request require Town Manager approval.
2.a. A 48 hour notice is required to reserve the room.
Add 2.h. Capacity per Fire Marshall rules is 43 people.
Motion to approve the Community Room Polity with corrections made by S. Bean, 2nd S. Frank Approved 5-0

Policy Review Roadside Mailbox Guidelines

Changes: 2nd paragraph to read: The Town of Harrison will evaluate damages to a mailbox on a case-by-case basis. The Town may repair or replace a mailbox if determined necessary.

Motion to approve the Roadside Mailbox Guideline policy as amended made by S. Frank, 2nd S. Bean Approved 5-0

B. Western Maine Cancer Resource Center Request (Wendy Ruby)

Wendy Ruby and Stephanie Lebland made a presentation to the Board about what the resource center does and how they help the community. They realize the board does not fund 3rd party requests at this time but just wanted to be kept in mind.

C. Summer Recreation 2023 Fee Schedule

Residents currently \$300, \$20 discount each additional
Recommended \$400, \$375 for 2nd child, \$350 for 3rd or more

Non-residents Currently \$100/wk \$20 multi sibling discount

Recommend: \$125/wk \$100/wk 2nd child, \$75/wk for 3rd or more

Motion to approve the new recommended Summer Recreation 2023 Fee Schedule made by S. Frank, 2nd S. Bean Approved 5-0

VII. Old Business

A. Dam Update (Cass/Andy)

The gates are complete Culligan is picking them up and weather permitting will begin construction on the dam Monday, March 13th. They are planning to be done in 2-3 weeks just in time for Spring thaw.

B. Downtown Revitalization (Jeff Preble/Darryl Sterling)

We met with MDOT and have an agreement in place. The project reviews have been completed and we have the authorization to bid the project.

C. ARPA Funds (Buses, Food Bank) (Matt/Cass)

S. Frank suggested using some of the ARPA funds left, about \$35,000 to buy used busses for Recreation Department. We had discussed it and everyone seemed to be in agreement that they could be extremely useful and needed for our children.

TM Newell also read 2 letters from the library supporting buses as they possibly could help the library also for after school programs.

S. Sykes asked how many buses they are talking about with that amount?

TM Newell suggested 2 - 72 passenger would be ideal or 1 - 72 and a smaller one possibly would work. Last fall she had talked to auction houses and other about prices and she should be able to get 2.

More discussion followed. Do you need a special license? Passenger Bus License which is all public work drivers have and Brianna is willing to get. School bus drivers need background checks which is the main difference between the 2. Additional insurance? TM will look into but thinks we are covered with our insurance.

Motion to allocate \$35,000 from ARPA funds to purchase quality used buses for Recreation Department made by S. Frank, 2nd by S. Devlin Approved 5-0

S. Frank then spoke about the Harrison Food Bank which is the largest food bank in Maine. Serves 304 Harrison citizens. They have to collect food from stores, Tyson and other locations. They are renovating the upstairs to create a community room, fixing the parking lot, and installing generators. Recently Bridgton gave \$15,000 to the Food Bank. He thinks we should also support the food bank.

TM Newell not sure if that would qualify for ARPA.

S. Sykes thinks this is a 3rd party request and should we amend their policy by putting on the Town Warrant?

Not action taken at this time.

VIII. Other Business - Informational

A. Nomination Paperwork now available, **Due by April 14th at 4pm**

B. Upcoming Meetings: **Reminders**

Budget Meeting March 11, 2023 at 10am

Public Hearing on Budget March 23, 2023 at 6:00pm

Town & School Elections, June 13, 2023 from 8am to 8pm

Town Meeting June 14, 2023 at 6pm - TM Newell relayed that we are looking into Voting handheld devices for the Town Meeting. She will keep them informed.

IX. Town Manager's Report

Town Manager's Report – March 9, 2023

- 1) **TOWN CLERK** – The Clerk's office has been busy with the counter and keeping up with preparations for the June election and annual town meeting.

We have also been working on getting the Town Report together and monthly reports to State agencies.

Nomination papers are now available for (2) Selectpersons (1) Planning Board Member and (1) Appeals Board Member.

- 2) **PUBLIC SERVICES (PUBLIC WORKS/REC/PARKS)** – The Month of February was a busy month for us at Public Works with several snow events. When it isn't snowing, we have been trying to get the large snowbanks pushed back and large snow banks removed from the intersections.

We have also continued with cleaning out the current garage as construction on our new garage starts in April. We have successfully cleaned out the red storage building that sits on the corner of Edes Falls Rd & Carsley Rd and it is nearly ready for demolition.

We have continued maintaining our equipment to keep it all running and in good working order. The Public Works team has received several compliments on the road conditions in town during the snowstorms. I am proud of the team and the job they are doing during snow events, the roads here are in better shape than our surrounding towns. We would also like to thank our citizens for keeping the crew fed with treats and Coffee during storms. As always, we thank the public for its continued support.

- 3) **CODE ENFORCEMENT** – It is starting to pick up in Code Enforcement. A total of 10 new building permits were issued for the month of February. 2 were for new single-family houses. Only 7 Plumbing permits issued.

Steady foot traffic continues in the office as does research for realtors and potential buyers. 22 Inspections were done for the month bringing the YTD total to 41.

- 4) **RECREATION** – Winter fest and Ice Skating at BA were both a success! Thank you to everyone who helped make them a hit.
- Looking forward to another paint night with Rita Estes, although this time it will be an adult only event and we are doing pallet painting.
 - I have attended 2 different baseball meetings and one softball meeting. All went well and registrations are now open.
 - I have been busy going through summer rec forms from last year, I went through all the paper registrations that I have for nonresidents and cross checked them on active to make a note of what they paid.
 - I have reached out to the ticket sales at Red Sox to hopefully organize a chance to go see them play.
 - Next big event is March Madness, I have sold 13 tickets so far and am excited to get this event planned.
 - I love being a MRPA member, the resources are fantastic, and I am able to reach out to them anytime with questions that get answered by other recreation departments in the state! I am very much looking forward to going to the conference in a few weeks!
 - Summer Rec planning is well underway. Themed weeks, t-shirts, shows, and activities!

- 5) **FIRE DEPARTMENT** – Total Incidents in February: 19 (see attached). Total 2/28/2023: 46
- Monthly Events/Details/Meetings:**
- February 2/7- Truck Checks
 - February 2/14 – Fire Department Training
 - February 2/21– FD meeting /Awards Ceremony

6) **PUBLIC SAFETY-
ACO –**

Statistics for January:

2 Missing Animals, 3 Dogs at large, 2 Animal Bites/Attacks, 1 Aggressive Animal, 1 Miscellaneous, 1 Kennel Inspection/Reg/Vacc Status - Total 10 incidents.

Statistics for February:

1 Missing Animals, 1 Dogs at large, 1 Aggressive Animal, 1 Agency Assist, 1 Livestock/Animal Trespass, 1 Miscellaneous - Total 6 incidents

Cumberland County Sheriff's Office – Cumberland County Sheriff's Office – Report for 01/01/23 to 01/31/23. 266 total incidents. 10 Traffic Citations, 59 Traffic Warnings, Cases Assigned to Detective Division: 1 & (2 cleared) Domestic Violence Related investigation: 1 & (1 cleared) Missing Person Investigation

X. Select Board Items -
Item 1

S. Ross asking about Tax Acquired property and a Harrison resident asking to buy only .25 acre to make a buildable commercial lot on land not being used and how come we did not sell to him? It could create additional tax money for the Town.

TM Newell asked if he was speaking about Baker trying to buy a piece of RADR? S. Ross said he was not sure of the name but he believed that was it. TM Newell said that it was brought up at a Select Board meeting on 03-10-22. We discussed it and since RADR is in use by the Town, it was thought that we did not want to set a precedence about selling off pieces of RADR to others surrounding the property. There was motion made and she quoted "Motion for

the Town Manager enter discussion to sell .25 acres subject to coming up with a price and Quit Claim deed made by S. Frank, no one seconded so will go no further.”

TM Newell did say that it does not mean that we shouldn't sell some of our Tax Acquired land that we have had for a while, and we should discuss doing so at a later date.

S. Sykes suggested revisiting this subject at a later date.

Item 2.

S. Sykes asked if the speed reducing signs record speeds.

Public Services Director says that the sign that is moved around does record but he is not sure if the ones on the poles do and he will check into that.

Item 3

S. Sykes: He would like a list of Fire Calls vs EMS calls by Category for Budget meeting.

Motion to enter Executive Session – 1 MRSA §405(6)(A) Personnel Matter at 8:12pm made by S. Frank, 2nd by S. Ross Approves 5-0

XI. Executive Session – 1 MRSA §405(6)(A) Personnel Matter

Motion to Exit Session at 8:29pm made by S. Frank, 2nd S. Devlin Approved 5-0

XII. Next Regular Meeting: 04/13/23

XIII. Adjournment

Motion to Adjourn made at 8:30 pm made by S. Frank, 2nd S. Devlin Approve 5-0

Respectfully submitted,

Richard Sykes, Chairman

Denise Dumont, Secretary