



MINUTES

HARRISON SELECT BOARD MEETING

Thursday, May 18, 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, Finance Officer Maureen McAllister, Town Attorney Jessica Maher, 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
 - A. Power Service Private Pole Private Falls Road (Consent Agenda K.) (Cass)
- V. Consent Agenda
 - A. Approval of Unsigned Warrants #45 - #49 Approved by Signature
 - B. Approval of Select Board Minutes – April 13, 2023

Motion to Approve the Select Board Minutes from April 13, 2023 made by S. Frank, 2nd S. Devlin Approved 5-0

- C. Approve CMP Pole Permit – Cape Monday Rd/Little Cove Rd

Motion to Approve CMP Pole Permit made by S. Devlin, 2nd S. Frank Approved 5-0

- D. District Budget Validation Referendum Warrant for School #1

Motion to Approve District Budget Validation Referendum Warrant for School #1 made by S. Devlin, 2nd S. Ross Approved 5-0

- E. District Budget Validation Referendum Warrant for School #2

Motion to Approve District Budget Validation Referendum Warrant for School #2 made by S. Ross, 2nd S. Frank Approved 5-0

- F. Event Permit Application for Memorial Day Parade May 29th

Motion to Approve the Event Permit Application for Memorial Day Parade made by S. Frank, 2nd S. Ross Approved 5-0

- G. Event Permit Application for 5K Race July 9th

Motion to Approve the Event Permit Application for 5K Race July 9th made by S. Ross, 2nd S. Devlin Approved 5-0

- H. Event Permit Application for Concert in the Park July 23th

Motion to Approve the Event Permit Application for the Concert in the Park July 23rd made by S. Bean, 2nd S. Frank Approved 5-0

- I. Event Permit Application for 2nd Annual Harrison Community Fair

Motion to Approve the Event Permit Application for 2nd Annual Harrison Community Fair on August 5th made by S. Frank, 2nd S. Devlin Approved 5-0

- J. Approve Business License
 - 1. Olde Mill Tavern
 - 2. Vacationland Campground
 - 3. Greenwood Manor
 - 4. Hillside Cabins
 - 5. Camp Laughing Grass
 - 6. Fluvial Brewing LLC
 - 7. The Barking Chicken

Motion to Approve all 5 business Licenses mad by S. Frank, 2nd S. Ross Approved 5-0

- K. Power Service Private Pole Permit Edes Falls Rd

Motion to Approve the Private Power Service Pole Permit made by S. Frank, 2nd S. Ross Approved 5-0

VI. New Business

- A. Nepotism override/Summer Rec hire approval (1)

Town Manager Newell We have a minor that is qualified, has been interviewed, and background checked but is related to Harrison employee. Will be under direct Supervision of the Recreation Department Manager and not parent. Cannot say name etc. as the person is a minor. It would be for this instance only for the Summer Recreation Program.

Motion to approve the override of the Nepotism policy for this instant only for a Summer Recreation hire made by S. Devlin, 2nd S. Ross Approved 5-0

VII. Old Business

- A. Bottle Redemption/Bottle/Can Donation

TM Cass Newell: Thank you all for coming. I have information to share. I ask that you Bear in mind that the wheels were turning prior to me so I will share what I know to this point and from what I was able to gather from the research of information and talking Board members, people in the audience this evening and with staff members. So, my intent is to share what I know. I will share that there was some discussion online that blew up into the next stratus sphere and I want to let you all know that I have an entire receipting of all the bottle money. It has not gone anywhere it is right where it was deposited. It is right here in-house sitting right here.

What has come to my attention is when the previous full-time Town Manager, Timothy Pellerin was here he brought it to the attention of the Select Board on February 20, 2021 (I have notes here). The issue was brought up and it was determined to go forward and look into the financial statement of the Boosters. There was an anonymous complaint, which I have here, that wished to remain anonymous, they were just requesting where the numbers are. Just a concerned citizen that says that they have no problem supporting this group but wanted to know where the numbers are and what/who they support. So, I don't know if there was discussion before or if this was the catalyst for Tim Pellerin to look into it. Some letters were sent. The office did verify sending out some letters to Youth Boosters. I am not going to say specific names at this time in case people are not here to counter or ask questions of what I am saying. Letters were sent and the financial information was not collected and the information I received from former Town Manager, Tim Pellerin that we were going to hold this in que where it is and that stayed with the Interim Town Manager, Randy Gaza. Just stayed where the funds were they were not moved, nothing was done with them, they just stayed

where they were and no one asked for them or about them so they just stayed where they were.

The money has been collecting there for two years. The Auditors have brought it to our attention asking what is this money? Where did it come from? What is being done with it? It is my understanding from information that I have received, and I am being extremely transparent about the information that I have. It is hard to be in the hot seat but here I am. The front clerks have said that conversations have been had over the years about this money and they cannot recall anyone coming to ask about the money in the last two years. There is a lot of money in this account over the last 2 years and it is just sitting there. That is what I know.

What is on the warrant article for June, related to this, is a question regarding 3rd party requests for donations. The Town Citizenry and Select Board had previously decided to nix 3rd party donations. I am not saying anything one way or another. I am just giving you some information. It might be time to look at 3rd party requests to be able to donate to the Food Bank here in Town. We have had people coming to the Select Board to request funds for various local non-profit agencies. It has to go on the warrant for approval by the citizen. We will leave the creation of policies, procedures, applications, and where the money is coming from up to the Board before voting for specific donations. So, it is on the warrant for approval and acceptance by voting citizens.

This money as it stands is here in-house right now and hasn't gone anywhere. I had actually forgotten about it for a while and the auditors have brought it to my attention several times in the last year. Where is this money from? What are we doing about it? etc. I did not have an answer and to my knowledge I did have anyone asking about it. So, it is nice and safe sitting here collecting. That is what I know at this point. I want you to know from the bottom of my heart that kids are number one for me. I would turn myself inside out for a child. Anyone who knows me, know that they are a priority. I know there was some conversation on line that I was taking money from kids. I would never do that, and I couldn't do it anyway. There are steps and processes for moving money and I would not do it. I wanted you all to know. I pushed really hard for more counselors for kids and for the swim program to come back. I love kids and am working hard to give them what they need and have them safe etc.

People who know me know that I follow rules and guidelines. If there a rule or governance in place I will follow it. I know things might have been done historically a certain way but that doesn't always mean that was the correct way or the right way. What if someone else wants to do it so I am trying to be fair and move on and figure it out. Let's Work it out going forward.

S. Sykes: I was part of that discussion with TM Pellerin from my perspective if the Town is going to allow bottles to be collected at the Transfer Station for Youth Boosters. They have done a fine job and we will hear about that in a minute. If the Town is going to so that it is reasonable to assume that we would get some financial accounting or statement on an annual basis. I think this is where the original discussion began.

Bre Worster: Secretary Treasurer of Harrison Youth Boosters. Incorporated as Harrison/Water. The previous Town Manager Tim had contacted me at one point and I sat in his office about his concern the this person which he had gotten a phone call from. I told him to give him my phone number or email that I don't have a problem talking to them. His concern was that the guys at the Transfer Station were having to clean up the bottles. I told him that they did not need to do that because I had talked to the bottle redemption, and they didn't need to do that. Because they also use that building for other things they couldn't leave it like that. I offered to build a small building just for bottles, in fact we had one at one time there years ago. So I

offered to build another small building and Tim said Ok I will let you know. The problem with me is I am busy and after a couple of years I realized I had not received any checks, so I called the redemption center and asked about them and they said the Town said to send it to them. That's where this all this started. It is my fault for not being on top of it and I probably should give it more attention, but I don't have the time. There was no letter sent to me or my registered agent (Mike Freidman in Bridgton). I took it over in 2016 or 201 and I agreed to take it over because the bottles at the dump are our only fund raiser. I took it over because it was easy, and I didn't want it to go away. I probably should give it more attention, but I am busy. We give a out lot of money mostly to Harrison Rec and some to Christmas for Kids, Harrison School, Waterford School, the 5th grade trips at Harrison School, the PTO. ski passes at Shawnee Peake, Fishing Derby in the Winter, and the Library Youth Program. Without the bottles at the dump, we probably would not be an organization which would be sad because we are almost 44. That is all I have to say.

S. Sykes: You are an incorporated organization? Do you have a constitution or bylaws? It sounds like you give to the Rec Dept. and have done some at RADR.

Bre Worster: Yes, we have articles, and it is all filed with Michael Freidman in Bridgton. We are incorporated with the State. We file paperwork every year. Yes, we built some buildings and Tim had asked us to contribute a large amount to making a new field at RADR. Bri asked us for a new storage shed at Crystal Lake for the Rec Dept.

S. Frank: I want to commend you for that you have done for the town over the years but as the Chair has stated that you have income and given to the Rec Dept and Christmas for Kids etc. Can you give us a list in writing an accounting of the amount that came in and what was given and to whom. We need the paperwork. I am not questioning anything you are have done but in any organization you start out with your income let's say you have a \$1,000 and you give out \$500, then \$300, and the \$200 and you are left with \$0. I think the Board has a responsibility especially on Town property run by Town employees just to have a sense that we know whats is whats. There should be an accounting.

Bre Worster: My attorney said not to give it up right away. We are a private organization but...(unable to understand what she is saying talking to Avril) She said she did not know if she could.

Avril Davis: I can see the money coming in but I don't think we have to the amounts given. We try not to go to zero if we have 8 projects we are donating to.

S. Sykes: Is true you also give scholarships to the Rec program?

Bre Worster: Yes we usually give 5-6 scholarships and buy their t-shirts every year.

S. Frank: Those are wonderful things and I don't want you to think that we are questioning the good you do.

S. Sykes: I wonder if that may not be a good public relations thing to show all the good you are doing and let people know what you are the places you donate.

Bre Worster: Every organization we give to usually posts a thank you for ... donated from the Harrison Youth Boosters.

Avril Davis: I have been with this organization for 35 years or so and we have done remarkable things for this Town and for this to start out in the last 2 years. We have been here for 40

years, and for this to happen I don't understand why this is happening. I did not receive a letter and if I had we would have addressed it. We work hard and put our souls into this organization. We put in the Food booths for Crystal Lake and RADR. We fixed the basketball courts. We don't call the Bridgton News and say come take a picture we are giving away a check. We don't want that, we want to be incognito and help the Town.

Jaime Dayton: I work at the Transfer Station. I got involved after Archie was no longer employed with the Town. By then the small building was gone and the scale was there. Hal of the Garage is being used for bottle collection. We have been there we have gone through 2-3 consolidators. At first the bottles and cans were not sorted then dog food cans etc. started showing up. The only thing recycle, and redemption have in common are the first 2 letters. Last year we had 15,695 tons of plastic bottles, glass and cans. This year so far we have done 4 ¾ tons. We do most of our collection in the winter then with spurts throughout the summer. It goes from every other week collection to every week in the summer. I just wanted the boosters to know that there is a large volume of work involved and they do have to be separated. The cans have to be separated from the glass and the plastic also separated. They now supply the bags to separate, and it takes on average 4 hours a week in the winter and 8-10 in the summer employee time sorting the bottles and trash out. That is the history that I have. Just to let people know. I don't have any problem with us doing it.

Danny B: Not associated with the Boosters. Just listening and this all could have been avoided. They say they were not contacted. I understand there were changes in Management, but this all could have been avoided. Why were these people not alerted that there was this problem. I am surprised that this has gotten to this point.

S. Sykes: We can argue about the past. We have to solve where we are right now. I do think that there was confusion with the changes of Town Managers, and we have gone through 3. The issue now is over 43 years how much the Boosters have donated to the Town. I don't expect an answer right now but In the future I would like to know.

Avril Davis: \$8,000 - \$10,000 a year probably

Kathy Laplante: I have been listening to this and I think what the Youth Boosters has done is wonderful. However, any group or organization I have been a part of has to have an accounting. That is the Town is asking for I think, just an accounting. What is coming in and what is going out. Any organization I have been involved in as a treasurer, as a secretary or as a Selectman and there is always an accounting process. That's all they are asking for. I don't want to rake up old muck but years ago there was a lot of money, and you can't forget that because accounting was not done.

Deb Kane: How is the money handled? Is it through a Town account or your own separate account? So, what happened that was different is that the money started going to the Town? Not only through 3 Town Managers but also had the pandemic, so I can see how confusion grew.

Bre Worster: Our own separate account.

Avril Davis; I went to the Town Manager maybe Mike Thorne or the one before him. We have been working with the Town for years. I don't have a problem giving an accounting but it took 40 years for you guys to decide you wanted to know what was going on. No problem.

S. Sykes: I think anyone in this room appreciates the work the Boosters has done for the Youth of the Town of Harrison.

We do have volunteers that will go to the dump to help defer the

Wendy Gallant: It is a private entity. It is not the Town's business how it is run, however, you are using Town property and employee salaries to process. So is that what gave you the basis to ask for accountability? If they did it away from Town Property this would not be happening correct? So since it is on town property we need an accounting to justify wages etc. I don't think is unreasonable.

S. Sykes: That is correct.

S. Devlin: I think that this a reasonable request as we have a responsibility to know what is going on especially since it is on Town Property. Let's do this so we can move forward.

S. Sykes: This is where I am coming from...first of all I do not consider this a third-party request. It is a party that was establish and operating in the Town for a number of years. It was established and a priority set. I don't think that we have to worry about this spark someone else saying I think we should be able to make a third-party request. I don't think the Booster's Club is requesting a donation from the Town. I think I would even question the Town taking the money from the bottles and putting it into a town account. I think there was confusion and expectation is if you are going to do that on Town Property then we would like an accounting and I think the Boosters are willing to do that. Representatives from Boosters and the Town Manager can sit down and figure it out.

S. Frank: I agree. We are not your enemy but your beneficiaries. You have contributed and done a great deal for the Town we are just asking for an financial accounting. It has turned out to be much discussion about nothing. I believe Tim told me he reached out to you about 3 times. We just are looking for an accounting. This whole thing can go away easily. We are allies and on the same team for the children of Harrison.

S. Devlin: I think it is our responsibility to get financial information and accountability for Town used property to make sure used properly so we can reported to citizens.

Motion to have the Town Manager meet with the boosters to work out the return of the bottle money back to the Boosters and get fiscal accounting of the money/redemption to send check to Boosters made by S. Ross, 2nd S. Devlin

Discussion: S. Frank is a supporter of the Boosters/have to get accounting. There has to be a paper trail.

Motion to Amend the original motion to have the Boosters show records for the last 3 years that they receive the money then have money continue to go to Town then write a check to the Boosters made by S. Frank, 2nd S. Devlin Approval of Amendment 4-1

Discussion: S. Bean clarification of where check coming and going? S. Frank to Town then Boosters

Final approval of amendments Approved 5-0

S. Sykes: next the Boosters need to meet with the Town Manager and work out the details.

B. Harrison internet broadband status update

S. Devlin read a press release from Charter/Spectrum regarding \$20Million grant funding for 14 counties and 17 towns, Harrison being one to be upgraded and to expand the network.

VIII. Other Business - Informational

A. Upcoming Meetings:

- GPCOG's annual General Assembly meeting and Annual Summit are coming up on **May 25th from 2:00-5:00** at St. Joseph's College (2 delegates from Harrison)

S. Devlin volunteered and S. Sykes asked Coleen Densmore in the audience if she would like to be the second delegate.

- Downtown Revitalization, June 6th at 6pm
- Meet the Candidates hosted by Harrison Village Library, June 7th at 6pm Harrison Elementary School
- Town & School Elections, June 13, 2023 from 8am to 8pm
- **Town Meeting** June 14, 2023 at 6pm Harrison Elementary School

IX. Town Manager's Report

Town Manager's Report – May 18, 2023

1) ADMINISTRATION-

- a) Interaction with Harrison Citizens and Employees - visits/calls/emails
- b) Worked on Day-to-Day Administration
- c) New Public Works Facility work has begun and is in full swing.

2) TOWN CLERK – Megan has been getting the last pieces together for the Town Report to go to the printers on Friday. She also updates the E911 addresses as received from the Code Enforcement Office. Megan is doing an outstanding job learning all the ins and outs of everything that is done in our office and proved she is very capable of retaining and accurately executing each duty. Great job Megan!

Absentee ballots are now available for the Municipal/School election. Last day to absentee vote is June 8, 2023.

Election day is Tues., June 13th from 8 am to 8 pm. The annual Town Meeting is Wed., June 14th at 6 pm at the Harrison Elementary School.

My Deputies and Myself have been very busy at the counter with resident and non-resident registrations and licenses. Marriage licenses are beginning to pick up. Vital records processing and updating voter registration is an ongoing daily duty that we all handle at some point during each day.

Next month I will be extremely busy with having to attend the SAD 17 district budget meeting, late voting hours for absentee voting, the Election and Town Meeting. I will also be scheduling a Board of Appeals meeting in the mix of all of that. Preparing for this requires scheduling with the Board and the Applicant, mailing out Abutters notices within a certain timeline, posting public notices, submitting an ad to the local newspaper, meeting minutes and approval/denial document processing....and my youngest daughter is graduating in June.....which is very hectic and bittersweet!

Veronica has taken the roll of the Cemetery Sexton, no questions asked, since the Town has taken over the Village Cemetery. She has done very well with learning all that is involved. I am very proud of how you have stepped it up Veronica! She also is the Secretary for the Planning Board and is very busy with the preparation of agendas, postings, site walk scheduling, abutter notices and minutes every month. This is also being done while helping prepare for the election and town meeting. Great work!

I would also like the Town Manager and all of my co-workers to know how much I appreciate them for being amazing, caring and respectful individuals, in every way. We really are a great team, and I am very grateful for you all!

3) PUBLIC SERVICES (PUBLIC WORKS/REC/PARKS) – The month of April was a productive month for Public Works. We have been busy still doing roadside cleanup of storm debris from the winter. We also began breaking down our winter gear and storing it for the summer. We also started construction of our new public works garage. There is a lot of Earth work being done which creates a lot of trucks and equipment activity in the area, so we encourage people to seek and alternate route. We also posted Carsley Road and Edes Falls Road as a four way stop to help ensure the safety of everyone at the intersection. We have also started cleaning up the parks and getting them ready for all the summer events. As always, we thank the citizens of Harrison and the Select board for their continued support.

4) CODE ENFORCEMENT – During the month of April 19 building permits were issued. YTD 46 building permits have been issued. The building permit for the new Public Works garage for the Town was issued but no fee was charged.

A total of 7 new plumbing permits were issued during the month. YTD 22 new plumbing permits have been issued.

The office is currently working on numerous violations for trash and junk yard violations.

61 customers (Realtors, contractors, citizens) were tracked as walk-in traffic. The office continues to stay very busy with phone research for customers.

5) RECREATION – Our Easter Egg hunt was the big event of April! It went very well, with a big turnout! Lots of happy kiddos with lots of candy! I did hear one comment that we did not have very many eggs, but you can't please everyone!

April's senior luncheon was a little smaller than normal, Al made us pulled pork which was a big hit! We played In it to win it games, which was fun, but had a few people who were not happy there was no bingo! So back to bingo this month!

Baseball and softball are in full swing! We ordered jerseys from One Stitch at a Time for the t-ball and Rookie teams. Minors (coached by the Lairds) sponsored their own jerseys. Scheduling of the fields is going well and we had only had a few minor issues, but I am getting the hang of it!

Mike and I were able to spend a day at the snack shack cleaning it out and making sense of all that is there! Harrison youth athletic boosters (Bre Worster) has said there is a possibility the money she has left can go towards a shed for the rec department. This would be a huge help since losing the storage unit I do not have a place to put the Christmas decorations that are taking up a lot of space in the snack shack!

The job fair I went to went well and I am hoping to get back quite a few applications from it!

Very eager to open summer rec registrations as I know the rest of the town is as well!

6) FIRE DEPARTMENT – Total Incidents in April: 27 (see attached). Total 3/31/2023: 99

Monthly Events/Details/Meetings: April 4- Apparatus Checks
April 18 – EMS Checks & Training
April 25– Department Meeting
April 29 – Work Detail – Spring Station Cleaning

PUBLIC SAFETY-

ACO –

Statistics for April: will have next month.

Cumberland County Sheriff's Office – Cumberland County Sheriff's Office – Report for 03/01/23 to 03/31/23. 261 total incidents. 9 Traffic Citations, 81 Traffic Warnings,

Cases Assigned to Detective Division: 3 new & (3 cleared) Domestic Violence Related investigation.

Cumberland County Sheriff's Office – Cumberland County Sheriff's Office – Report for 04/01/23 to 04/30/23. 235 total incidents. 10 Traffic Citations, 65 Traffic Warnings, Cases Assigned to Detective Division: 1 new (1 cleared) Assault Investigation, 4 new & (5* cleared) Domestic Violence Related investigation, 1 new (1 cleared) Missing Person Investigation, 1 new Sexual Assault Investigation, 1 new (1* cleared) Theft of a Vehicle Investigation, 1 new (1* cleared) Violation of Protective Order Investigation.

*some clearances involve an incident reported in a previous month.

- X. Select Board Items
 - A. Chairman, R. Sykes – Apology Letter to former Selectman Raymond Laplante. The apology was accepted by former Selectman Raymond Laplante.
 - B. Chairman, R. Sykes Charter Communications sends out notices of changes to Select Board: This one was effect May 16, adapters reduced \$1
 - C. Chairman, R. Sykes Greater Portland COG list of things offers to the Town of Harrison and other towns.
 - D. S. Devlin – Budget information out to before voting.
TM Newell: We are working on it. It will be on line this week and the Town Report will be out a few weeks before voting

Motion to enter Executive Session – 1 MRSA §405(6)(A) Personnel Matter made at 7:54pm by S. Devlin, 2nd by S. Frank Approved 5-0

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

Out of Executive Session at 8:57pm

- XII. Next Regular Meeting: **06/15/23 (after Elections 3rd Thursday)**

- XIII. Adjournment

Motion to adjourn at 8:58pm made by S. Ross, 2nd by S. Devlin Approve 5-0

Respectfully submitted,

Richard Sykes, Chairman

Denise Dumont, Secretary