



MINUTES

HARRISON SELECT BOARD MEETING

Thursday, September 14, 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.

Please 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: Chairman Matthew Frank, Vice Chair Philip Devlin, Select Person Frederick Ross, Select Person Nathan Sessions, Town Manager Cass Newell, Secretary Denise Dumont, Public Services Director Dennis Michaud, Code Enforcement/Assessing John Wentworth, Finance Officer Mauren McAllister

Absent: Select Person Penny Bean

Public: LRTV, attendance sheet attached

- I. Call the Meeting to Order after **Public Hearing on Automobile Junkyards 5:30pm**
- II. Pledge of Allegiance
- III. Public Participation (Non-Agenda Items)
- IV. Adjustments to the Agenda

A. Event Permit Application – Christmas in Harrison (Consent Agenda)

Town Manager, Cass Newell Just came in – Annual Christmas in Harrison Event on 12/2/23 starting at 9am w/parade ending 2 pm various events to include – Library Cookie Walk, Ornament decorating at Paint the Town, Santa at Olde Mill Tavern, face painting, balloon animals, a festival of trees, craft fair, swag making food vendors and horse drawn carriage rides.

Motion to Approve the Event Application for Christmas in Harrison made by S. Devlin, 2nd S. Sessions Approved 4-0

V. Consent Agenda

A. Approval of Unsigned Warrants #7 - #13 were Approved by Signature.

B. Approval of Select Board Minutes – August 09, 2023

Motion to Approve the Minutes for August 9, 2023 made by S. Devlin, 2nd S. Ross Approved 4-0

C. Approve by Signature Junkyard Permit for Harrison Auto Salvage

Motion to Approve the Junkyard Permit for Harrison Auto Salvage made by S. Ross, 2nd S. Devlin Approved 4-0

D. Approve by Signature Junkyard Permit for John Campbell d.b.a. Sports

Motion to Approve the Junkyard Permit for John Campbell d.b.a. Sports Cars made by S. Ross, 2nd S. Devlin Approved 4-0

E. CMP Pole Permit intersection of Plains Rd & Upton Rd

Motion to Approve the CMP Pole Permit intersection of Plains Rd & Upton Rd made by S. Devlin, 2nd S. Ross Approved 4-0

F. Event Permit Application – Halloween Boo Extravaganza

Town Manager, Cass Newell spoke about Halloween Boo Extravaganza to be held on 10/28/23 from 12pm to 2pm with pumpkin carving Halloween activities, food & drink, flash mobs similar to 2022

Motion to Approve the Event Permit Application for Halloween Boo Extravaganza made by S. Devlin, 2nd S. Ross Approved 3-0 (1 abstain - S. Sessions)

G. Event Permit Application - Trunk or Treat

Town Manager, Cass Newell spoke about Trunk or Treat and scavenger hunt, touch a truck, costume contest to be held on 10/28/23 from 3pm to 8pm

Motion to Approve the Event Permit for Trunk or Treat made by S. Sessions, 2nd S. Devlin Approved 4-0

H. Sign Easement Deed - Matt Burke (previously approved)

Previously Approved update an easement on the road just a few more feet, the Easement Deed they had a new Deed drawn up for you to sign.

Motion to approve the signing of the Easement Deed previously approved made by S. Devlin, 2nd S. Ross Approved 4-0

I. Corrective Quit Claim Deed – Philbrook

Corrective deed to change to joint tenants.

Motion to approve the Quit Claim Deed for Philbrook made by S. Devlin, 2nd S. Sessions Approved 4-0

J. Quit Claim Deed – for Tax Acquired property paid in full

(TP Realty Trust, Maple Ridge Rd Map 21 Lot 0083-A

Motion to Approve the Quit Claim Deed for TP Realty Trust made by S. Ross, 2nd S. Devlin Approved 4-0

VI. New Business

A. Alternate for Planning Board - two candidates.

There are 2 alternate candidates for the Planning Board:

Larry Farmer – Interested in objectives on the Planning Board. He has also been on Budget Committee of another town (Norway) for years, so he knows how small towns run.

Brian Spaulding: Heard there was an opening for a Planning Board Alternate and has been on the Board and thought he could be of help.

Motion choose 1 alternate made by S. Devlin, 2nd by S. Ross (2nd with drawn)

Short break 6:40pm – 6:49pm Upon further discussion and looking at the bylaws, it was decided that there can be 1 or more alternates for the Planning Board.

Motion to amend the previous motion to accept both candidates as alternates to the Planning Board made by S. Devlin, 2nd by S. Sessions Approved 4-0

B. Winter Sand Bids

Winter Sand Bids read by Town Manager, Cass Newell - E.C. I. Materials- \$7.75/c.y., - Rolfe Corp \$7/c.y., Wilson Excavation \$8/c.y. and recommendations of Public Services Director, Dennis Michaud to go with Rolfe Corp as we did last year. Sand was very good quality, they used 3,500c.y last year and can start hauling the sand on Monday.

Motion to go with Rolfe Corporation as per the recommendations of the Public Services Director, Dennis Michaud made by S. Sessions, 2nd S. Ross Approved 4-0

C. Next Year's 2023-2024 Audit Company Hiring/Discussion

Town Manager, Cass Newell - Next year's audit (FY23): RHR Smith and CO are one of the only ones left that do Municipal. In checking with Maine Municipal Association (MMA) if we are with a company, they suggest we stay with them as we might not get accepted with another company as they are that busy. *Discussion/

Motion to Approve RHR Smith as audit company for the FY23 made by S. Sessions, 2nd by S. Ross Approved 4-0

D. Recommitment of Taxes

Standard forms (Financial Statements) need to be signed at the end of the meeting for the recommitment of taxes (housekeeping)

VII. Old Business

A. ARPA Funds (Federal Money) List

Town Manager Cass Newell read the list of possible uses for ARPA Funds that need to be committed before December 31, 2023 and spent by December 31, 2024

B. Cell Phone Towers

Town Manager Cass Newell & Select Board Member Phil Devlin – There is no update at this time. They are still working on it and waiting for responses from New Castle.

VIII. Other Business - Informational

A. Thank you note

Chairman Matthew Frank read a thank you note from a student who received a scholarship for higher education.

B. Town Dock Removal Notice is being given that as of October 15, 2023, all town docks will be removed from the Long Lake boat launch and the Crystal Lake boat launch areas, weather permitting.

IX. Town Manager's Report

Town Manager's Report – September 14, 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.

2) TOWN CLERK – We are preparing for the November Elections. The Clerk's office will be closed on Thursday, September 21, 2023, so we can attend Title 21A Election Training.

We have been extremely busy with tax payments along with our usual motor vehicle registration, ATV registrations etc.

We will have a Rabies Clinic on Saturday, October 21, 2023 from 10am to 12pm. It will be \$15 per dog/cat. Bring proof of last vaccination if possible.

3) PUBLIC SERVICES (PUBLIC WORKS/REC/PARKS) – For the month of August, the Public Works Dept. has been out in the public eye grading Weston Farm Rd, Rich Rd, Zakelo Rd, Scribner Hill Rd, Pitts Rd, Cove Rd, Pound Rd and Island Pond Rd.

The crew has replaced a 36"/60' culvert on Birch Circle, replaced two culverts on Chapman Rd and replaced a cross culvert on Maple Ridge in front of the horse farm that measured 15"/50' rip rapping all inlets and outlets and placing check dams were needed. The crew has

done some ditching in the area of Cape Monday Rd. We've been doing some roadside tree clearing as well.

The town has received their new excavator and trailer to move it around town. They have become extremely helpful in our work.

We are doing our regular maintenance on the trucks in preparation for winter plowing. Work is being done at Mosquito Hill garage.

Thank you for your continued support.
Respectively submitted Dennis Michaud

TRANSFER STATION: The month of August had 4195 visits.

The following items were shipped:

3383 lbs of electronics for recycling including TV's, monitors, laptops, printer, CPU's and other misc.

Trash...9 loads to ECO Maine

Recycle... 5 loads

Demo... 5 loads demo debris to Riverside

Bulbs... 196 mercury containing bulbs

Batteries...20

Salvation army....1625 lbs

Bottles/cans.....5140 lbs returnables

207 tires to BDs

The metal pile was hauled.

There was a very nice letter to the editor in the Bridgton news praising our people and facility. We work hard to help the people who come through the transfer station. We also take pride in keeping our facility as clean as possible. It was great to be recognized.

- 4) CODE ENFORCEMENT** – During the month of August: 13 new building permits were issued. YTD 111 building permits have been issued. A total of 6 new single-family homes were permitted during the month of July bringing the year-to-date total of 22.

A total of 16 plumbing permits were issued during the month. YTD 67 plumbing permits have been issued.

44 inspections were conducted for the month of August for a YTD total of 256.

Since we began tracking walk -in customers in April, there have been 344 customers that have come through the door with 66 coming in the month of August. Walk-ins include Realtors, contractors, and citizens. As you can see from the numbers, the office is extremely busy.

The phones continue to be extremely busy with research and emails for realtors and questions about taxes and the pending revaluation. September shows no signs of slowing down.

- 5) RECREATION** - Soccer signups are happening now. We have had no one sign up (yet), but lots of emails and interest in the program! I am still looking for a coach, but if I don't find one, I intend to coach as it is kindergarteners, and I was a pretty decent soccer player and can handle teaching the basics!

Senior Lunches are back! Our first one of the fall is September 12th! We will be having (cheese)burgers and hot dogs to use up some rec leftovers!

I have reached out to Oxford Hills Adult Ed about the CDL class and am waiting to hear back from them!

I have booked a demo with Colin Drury from myrec.com. I reached out to the MRPA community, and this is the site A LOT of towns use for everything rec! I would like to use a different site other than active as I get a lot of complaints about the site, and I am not a huge fan of it either! Active is also increasing their prices in the next month so I will be curious to see the cost difference between active and myrec.

I am hoping we can solidify things with Waterford here soon, as the Sandlot seems to be getting used more and more, but I am not really in the loop on what is happening, just get a few phone calls here and there about it. Things like lining and mowing the field keep coming up, and it seems as though that should be on their town and not part of the rec contract. But I would like to be able to advertise senior lunches and other events over there!

Our discount ticket program did not sell as many tickets as Andy and I were planning for, but enough that it was definitely worth participating in. I think now that we have offered them for a year, we will have more tickets go out the door next summer! It doesn't cost us anything, just helps the community out!

I have registered for the MRPA fall conference at the Lewiston Armory in October!

Hoping to get Eventbrite and Trunk or Treat flyers finalized this week so we can get them out! I have been scoping out all the goodies Oriental Trading has for ideas on what to hand out at the trunk or treat!

6) FIRE DEPARTMENT – Total Incidents in August: 25 (see attached). Total 7/31/2023: 224

Monthly Events/Details/Meetings:

- August 1 – Apparatus Checks
- August 5 – Community Fair & Fireworks
- August 18 – EMS Checks
- August 22 – Department Meeting
- August 26 – Paddle Palooza

Working on possibilities for the Fire Study

7) PUBLIC SAFETY-

Cumberland County Sheriff's Office – Cumberland County Sheriff's Office – Report for 07/01/23 to 07/31/23. 276 total incidents. 9 Traffic Citations, 59 Traffic Warnings, Cases Assigned to Detective Division: 1 new Burglary Investigation, (2 cleared Death Investigations) & 3 new (3* cleared) Domestic Violence Related investigation

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

ON-GOING PROJECTS

- Downtown Revitalization
- Public Work Garage -
- Meeting on August 24, 2023 was very well received and very informative.

X. Select Board Items

- S. Ross:
- 1) Roads that are newly paved are very dark at night can we perhaps paint lines.
 - 2) Food Bank – congestion a lot of construction. Any way to ease?
 - 3) Perhaps the Town Manager can put on the website and other places about what to do with dead animals.
 - 4) The Town Garage is coming along well. It looks amazing if you haven't seen it.
 - 5) The Rec Department perhaps we could get a list of what is going on and when things are coming up.

Motion to enter into Executive Session at 8:02pm made by S. Ross 2nd S. Session Approve 4-0

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

Out of Executive Session at 9:07pm

XII. Next Regular Meeting: **10/12/23**

XIII. Adjournment

Motion to adjourn at 9:10pm S. Devlin 2nd S. Ross Approved 5-0

Assessor Meeting following Select Board Meeting

Respectfully submitted,

Matthew Frank, Chairman

Denise Dumont, Secretary