



MINUTES

HARRISON SELECT BOARD MEETING

Thursday, November 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.

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.

Public Hearing on General Assistance Ordinances for 2023-2024. These are amounts set by the State. We have no say in the amounts that the State will reimburse. It is a mathematical calculation for each individual applicant and is subjective by the standards of the State for that applicant and the amount the State will reimburse the Town up to 75%. Is there anyone on the Board or the public that has questions or would like to speak about the Ordinances? No one spoke. The Public Hearing Session was closed, and the regular meeting began.

Present: Chairman Matthew Frank, Vice Chair Philip Devlin, Select Person Frederick Ross, Select Person Nathan Sessions, Select Person Colleen Densmore, Town Manager Cass Newell, Secretary Denise Dumont, Public Services Director Dennis Michaud, Finance Officer Mauren McAllister

Absent: None

Public: LRTV, attendance sheet attached

- I. Call the Meeting to Order
- II. Pledge of Allegiance
- III. New Select Board Member Welcome to Colleen Densmore.
Also Thank you to Deb Kane for running a great campaign.
- IV. Public Participation (Non-Agenda Items)
Citizen Deb Kane spoke to congratulate Colleen Densmore on her win and for a great campaign.

Citizen Renee Joyce – spoke on General Assistance and Health and Human Services and ARPA Funds. She has been helping one of Harrison’s most vulnerable citizens and trying to connect this person with resources, make appointments, following up and trying to connect all the pieces of the puzzles to get this person help. She has a feeling that there will be more coming because this person has been just barely hanging on for 15 +/- years and just couldn’t any longer. So, I would like to suggest that you add more money to GA fund whether through ARPA or during the Budget process.

- V. Adjustments to the Agenda
 - A. Formally accept resignation to Planning Board

Motion to accept the resignation of Colleen Densmore from the Planning Board made by S. Devlin, 2nd S. Ross Approved 4-0

- V. Consent Agenda
 - A. Approval of Unsigned Warrants #20- #25 - Approved by signature **Informational**

B. Approval of Select Board Minutes – October 12, 2023 (Matt) *Motion

S. Sessions commented that Penny Bean listed as Absent, but she was present.

Motion to Approve the minutes as Amended made by S. Devlin, 2nd S. Session Approved 4-0

C. Approve Liquor license for The Barking Chicken

No Issues or complaints.

Motion to Approve the renewal Liquor License for the Barking Chicken made by S. Devlin, 2nd S. Densmore Approved 5-0

Owner Theresa Pattle said that she has enjoyed being part of the community and we have also had a great response from the community. The community has been very welcoming. Thank you.

D. General Assistance Appendices A-H 2023-24 approval by Signature

S. Devlin commented that it says the memo was dated for the end of August, so we are very late with this.

Town Manager Cass Newell stated that they were late in sending to us and came after October Meeting. It usually comes to us in September.

Motion to approve the General Assistance Appendices A-H for 2023-24 made by S. Devlin, 2nd S. Densmore Approved 5-0

VI. New Business

A. Scribners Bridge (Bridge #3345)

Town Manager Cass Newell informing the Board that Maine DOT Engineers have deemed the Scribners Bridge #3345 unsafe and structurally unsound and as such is to be closed immediately to all traffic, vehicular and pedestrian. They are sending permanent signs but, in the meantime, we have put up temporary barriers with more permanent ones to follow. Our Public Services Director, Dennis Michaud, has put up a large concrete barrier that cannot be easily moved and we will work on a more permanent structure. The State is supplying permanent closed signs and not a throughway.

Town Manager Cass Newell mentioned that the snowmobile trails also use the bridge as part of their trail system, and I am working on notifying the local snowmobile clubs as well as at the State level so they can make adjustments to the map system.

S. Ross asked the question about whether it being able to repair it or does it need to be replaced and a timeline.

It is not a quick fix it will take a while. It will probably need to be replaced/rebuilt.

B. Financial Policy

Town Manager, Cass Newell said that they will make a motion as a whole after all parts of the Financial Policy are completed.

- Investment Policy No Changes

- Undesignated Fund Balance No Changes

Question from Citizen: Is this what is considered the Overlay?

Overlay is something different, it is to cover unpaid taxes (people who have not paid their taxes or there was an abatement on taxes for some reason). On June 30th money in the bank x 16.5% for the Undesignated Fund.

VII. Old Business

A. ARPA Funds (recommended high priority – Health & Social Services) GA is a short-term fix and I want to help our Citizens, so they are not in the same boat next month. I want them to be set up to succeed. I believe we owe it to our citizens to help them and make sure they have a roof over their head, food and they are warm with lights on. We have people that do not qualify for General Assistance due to having a home or owning a car. There are strict guidelines that need to be followed and the state GA will let us know if people qualify and whether they will reimburse us up to 75% or some other amount if anything at all. We don't want our Citizens to fall between the cracks.

ARPA funds right now \$113,000 including the buses that were approved but not purchased yet.

The amount for buses that was approved was \$35,000 but we have found a decent bus have a risen to \$55,000 - \$60,000.

Health & Human Services

Motion to use \$20,000 of ARPA Funds to help with Health & Social Services made by S. Devlin, 2nd S. Densmore Approved 5-0

Town Manager Cass Newell has had a request from LEA to mitigate milfoil in Cape Monday on Long Lake an additional \$1,500 other than what was budgeted.

S. Ross suggested \$2,000 rather than just \$1,500.

Motion to approve \$2,000 of ARPA funds made by S. Ross, 2nd S. Devlin Approved 5-0

S. Ross would like to have ARPA funds go towards an UTV for the Fire Department. He spoke to the Fire Chief and it is really needed. The ATV the have now only carries 2 people and very little equipment. They need something that would carry at least 4 people and equipment or a stretcher.

Town Manager Cass Newell brought out an example of one that was priced out to be 6 people and/or be configured for equipment, people and possibly a stretcher. It costs \$32,119.

It was decided that this could wait until later or be put under Capital Equipment during budget season.

S. Densmore asked about the Fire Study and where we stand.

Town Manager, Cass Newell said they are still looking into it. It has not been forgotten but the County was working on something that might give us some information that we can use as a starting point.

A. Broadband status

S. Devlin: Charter Spectrum should be signing contracts soon. 400 citizens do not have reliable internet. This would be at no cost to the Town. We are in 1 of 8 towns. They are also in negotiations for a low-cost service that would be in the amount that the government is subsidizing about \$30 right now.

S. Ross asked about cellular towers and what is happening with those and has there been any progress.

Town Manager Cass Newell explained that it has been tabled temporarily due to the Public Works building construction being almost complete and that has taken up a considerable amount of her time.

VIII. Other Business - Informational

A. Town Officials toured EcoMaine Facility on 11/01/23

(Matt/Cass)

- Information re: benefits of being an Owner/Stake Holder Town

S. Frank is on the Board of EcoMaine and has been trying to get the Town Manager to go down and tour the facility. He brought Cass, Maureen, and Dennis with him on a tour.

Finance Officer Maureen McAllister said it was a wonderful tour made by the CEO gave us. We got to tour the operations firsthand which is quite impressive. They usually have students going through. so if anyone has an opportunity to go you should. It was also good to see the growth that they are undergoing and taking on.

Public Services Director Dennis Michaud said it was an impressive tour, very informational. He was surprised that it was not as large of a facility as he was expecting for the volume of trash and recycling that they do from us and surrounding towns. For trash, it does not seem like a very large facility. They do an amazingly efficient capability.

Town Manager Cass Newell stated that it was an incredible tour. Kevin Roche, the Chief Executive Officer, was extremely knowledgeable and informative with the entire process right down the costs etc. The Town being an Owner/Stakeholder Town does get a break with the costs but as with everything costs have risen and what we used to get selling back plastics, metal etc. has gone down.

Chairman Frank gave a breakdown with numbers of Owner/Stakeholder Towns vs. other Towns. He also shared what we used to receive from selling back parts of the recycling compared to what we are receiving now or even having to pay to have removed. Most of the trash that comes out of the incinerators as ash goes into landfills as much less than it would have if it had not been burned in the incinerators.

IX. Town Manager's Report

Town Manager's Report – November 09, 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 – The election went very smoothly, thanks to each of the ballot clerks and my co-workers. There was a total of 926 voters. Colleen Densmore was elected as the new Selectperson with a total of 482 votes. Debora Kane received 382 votes. The State Referendum vote was as follows:

Question 1: CITIZENS INITIATIVE
608 YES 297 NO

Question 2: CITIZENS INITIATIVE
809 YES 106 NO

Question 3: CITIZENS INITIATIVE
244 YES 681 NO

Question 4: CITIZEN INITIATIVE
803 YES 115 NO

Question 5: CITIZEN INITIATIVE
492 YES 410 NO

Question 6: CONSTITUTIONAL AMENDMENT
650 YES 260 NO

Question 7: CONSTITUTIONAL AMENDMENT
222 YES 667 NO

Question 8: CONSTITUTIONAL AMENDMENT
364 YES 528 NO

For the next week I will be working on the paperwork and procedures that follow an election and will also be preparing for the March Presidential Primary and the June State Primary/Municipal Town Meeting.

Megan has been dealing a lot with cemeteries and E911 and Angelina is plugging away at learning all of the duties behind the counter.

- 3) PUBLIC SERVICES (PUBLIC WORKS/REC/PARKS)** – For the month of October, the Public Works Dept. has been busy working on clearing roadsides of small trees and grass to help people see getting out of their driveways and to see wildlife crossing the roads. Edes Falls has been completed with pavement and shoulders have been put in place along with driveway aprons.

We've been installing new signs and replacing old ones as needed. We have put three out of five dump trucks through the shop in preparation for winter operations. We are getting close to moving into the Town's new Public Work Garage, a few more steps and it should be complete hopefully in my next report it will say completed.

Thank you for your continued support.
Respectively submitted Dennis Michaud

TRANSFER STATION: Rich was away and will have the information for the next meeting.

- 4) CODE ENFORCEMENT** – During the month of October: 17 new building permits were issued. YTD 146 building permits have been issued. A total of 2 new single-family homes were permitted during the month of October bringing the year-to-date total of 27.

A total of 15 plumbing permits were issued during the month. YTD 92 plumbing permits have been issued.

39 inspections were conducted for the month of October for a YTD total of 334.

Since we began tracking walk -in customers in April, there have been 494 people who have ventured into the Code Department for some form of assistance. 54 people alone came into the office during the month of October. Walk-ins include Realtors, contractors, and citizens. As you can see from the numbers, the office is extremely busy.

The phones continue to ring non-stop with questions about real estate transactions, requests for research, complaints and violation reports, and questions referencing the revaluation.

Two days during the month Jim was out for training and 3 days he was out sick.

- 5) RECREATION** - Our October senior lunch was another success! Looking forward to this month which will be on November 21st, with chicken pot pie (which was a favorite last winter!) on the menu!

After all was said and done, I think the trunk or treat went well for the last minute reschedule! I do think if we are going to continue with the scavenger hunt next year, we need to put a little more focus on how it will work. It seemed that it was a big hit but there was too much down time in between the end of the hunt and the start of the trunk or treat. Overall, I have only heard positive things about it, with one kid telling us we did something right because of the amount of candy he got! Haha!

I am in the process of working on the ski program registration. I am trying to make it as easy as possible on the first night of the program, so I am thinking we will do a brief sign up through us but do actual registrations through the mountain as they have all the sizing information in their registration!

I would like to find out about the Santa situation ASAP so I can get the ball rolling on the tree lighting! I would like it to be pretty similar to last year, which seemed to go over very well! I am happy that we will have the megaphone so there isn't as much hollering this time!

I have not reached out to Pam regarding the items in storage as she is still waiting to hear back from me about Santa and what time the tree lighting will be. She said Santa needs to leave the park at 6:30 and that is when we lit the tree last year which means there would be no time for pictures with Santa unless we did that first, which is a possibility.

I haven't made much headway on the fishing derby as it looks like it will require sponsors and donations and I am not sure the best way to go about that. With the ice fishing derby, the monetary and physical prizes are going to be very costly.

Looking forward, I would like to figure out some adult trips we could take to the theater or botanical gardens to see the lights. I need to figure out the best way to go about this as far as transportation!

I spoke to Mardie (pickleballer) about hosting a tournament next year, so we are going to start working on that together as I know it was missed by many this year!

FIRE DEPARTMENT – Total Incidents in October 27: (see attached). Total of 285 10/31/2023:

Monthly Events/Details/Meetings: October 3 – Apparatus Checks
October 10 – Training – Hose Advancement
October 17 – EMS Checks
October 20 – Pump Testing
October 24 – Officer's Meeting
October 31 – Halloween Traffic Control Detail

Miscellaneous:

Annual pump testing on Engine 2, Engine 3 and Engine 4 were conducted this month without incident.

The department has purchased a new portable pump which has been placed in service. All 8 SCBA bottles which were budgeted for in this year's capital improvement have been received.

Still working on possibilities for the Fire Study

6) PUBLIC SAFETY-

Cumberland County Sheriff's Office – Cumberland County Sheriff's Office – Report for 09/01/23 to 09/30/23. 241 total incidents. 64 Traffic Citations, 50 Traffic Warnings, Cases Assigned to Detective Division: 1 Domestic Violence Investigation (1 cleared) and 1 cleared Theft Investigation

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

ON-GOING PROJECTS

- Downtown Revitalization –.
- Public Works Garage –
- **NOTICE:** WINTER PARKING BAN - Notice is being given that from November 15 to April 15, parking on all public streets, roads, and parking lots is prohibited during snowstorms. Vehicles will be towed at the owner's expense. This is being done to facilitate the plowing of snow.

X. Select Board Items

S. Ross brought up the line painting on new pavement again, saying it is necessary.

Chairman Frank gave a reminder that the Town Office is closed tomorrow in honor of Veteran's Day and the Transfer Station will be closed on Saturday, Nov. 11th.

XI. Next Regular Meeting: **12/14/23**

Motion to adjourn and enter Executive Session – 1 MRSA §405(6)(A) Personnel Matter at 8:56pm made by S. Devlin, 2nd S. Ross Approved 5-0

XII. Executive Session – 1 MRSA §405(6)(A) Personnel Matter
Exited Executive Session and entered back to regular session at 10:28pm

XIII. Adjournment
Motion to adjourn at 10:29pm made by S. Ross, 2nd S. Devlin Approved 5-0

Respectfully submitted,

Matthew Frank, Chairman

Denise Dumont, Secretary