



---

**Minutes**  
**HARRISON SELECT BOARD MEETING**  
**Thursday, May 13, 2021 – 6:00PM**

All regular select board meetings are held the 2<sup>nd</sup> Thursday of each month. Meetings are recorded and draft minutes 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: Chairman Matthew Frank, Vice Chairman Raymond Laplante, Selectman Richard Sykes, Selectman Penny Bean, Selectman Henry Dumont, Town Manager Tim Pellerin, Secretary Denise Dumont, Code Enforcement: Jim Fahey

Public: LRTV, attendance sheet attached

- I. Pledge of Allegiance
- II. Call the Meeting to Order by Chairman Frank
- III. Roll Call by Secretary Denise Dumont
- IV. Adjustments to the Agenda - none
- V. Consent Agenda
  - A. Approval of Unsigned Warrants #42 - #46 Approved by Signature.
  - B. Approval of Select Board Minutes – April 8, 2021

**Motion to Approve the Minutes from April 8, 2021 made by S. Laplante, 2<sup>nd</sup> by S. Sykes, roll call Approved 5-0**

- C. Olde Mill Tavern Liquor License

**Motion to Approve the liquor license for the Olde Mill Tavern made by S. Sykes, 2<sup>nd</sup> by S. Laplante. Discussion: Town Manager was aware of 1 issue that was immediately corrected, Deputy Ward was present and was not aware of any issues. Roll call Approved 5-0**

- D. Event Permit Harrison Lions Club Pancake Breakfast July 18, Aug 1 & Aug 22 rain date Sunday after

**Motion to Approve the Event Permit for Harrison Lions Club Pancake Breakfasts in July 18, Aug 1, Aug 22 made by S. Sykes, 2<sup>nd</sup> S. Bean, Roll Call – 1 abstain (S. Frank) Approved 4-0**

- E. Event Permit Harrison Lions Club Spaghetti Supper June 26

**Motion to Approve the Event Permit for Harrison Lions Club Spaghetti Supper June 26 made by S. Sykes, 2<sup>nd</sup> S. Bean, Roll Call – 1 abstain (S. Frank) Approved 4-0**

- F. Consent Agreement Map 45 Lot 80 (9 Main St)

Town Code Enforcement Jim Fahey stated that they began work before obtaining the proper permits from the Town. They had received permits from DOT but not the Town. In order to be consistent and fair it is our policy to create a Consent Agreement.

**Motion to Approve Consent Agreement for the Daisy Cutter Group Map 45 Lot 80 made by S. Laplante, 2<sup>nd</sup> S. Dumont, Roll Call Approved 5-0**

G. CMP Pole Permits (3) - (Kimball Road), (Pound Road) (Upton Road)

**Motion to Approve CMP Pole Permits for Kimball Road, Pound Road and Upton Road made by S. Sykes. 2<sup>nd</sup> by S. Bean, Roll Call Approved 5-0**

H. Business Licensing (can approve all at once):

- Olde Mill Tavern
- Fluvial Brewing
- Greenwood Manor
- Camp Laughing Grass
- Vacationland Campground
- Hillside Cabins

**Motion to Approve Business Licenses for the 6 listed business above made by S. Sykes, 2<sup>nd</sup> S. Bean, Roll call Approved 5-0**

VI. New Business

A. School Warrant approval

**Motion to Approve the School Warrant as presented by S. Sykes, 2<sup>nd</sup> S. Laplante**

Discussion: Clarifying question was asked on Article 1; 1<sup>st</sup> amount is through state and federal funds and the second amount is what must be raised from Towns to cover Budget. **Roll call Approved 5-0**

B. 2021-22 Holiday Schedule

**Motion to Approve the Holiday Schedule for 2021-22 made by S. Dumont, 2<sup>nd</sup> S. Laplante, Roll call approved 5-0**

C. 2021-22 Select Board Meeting Schedule

**Motion to Approve the 2021-22 Select Board Meeting Schedule made by S. Laplante, 2<sup>nd</sup> S. Bean, Roll call Approved 5-0**

VII. Old Business

A. Broadband Committee Report

Broadband Advisory Committee gave a presentation. They have identified where they believe the trouble spots are and they see next step is to start to look into possible solutions. They are also looking at what other Towns are doing and if it is possible to work together. They are feel they completed the first part of the work and want to be Re-Charter the Committee to continue their work.

The Committee has also applied for and received a 3-year grant to place 3 hotspots in Harrison. Within the next week (May 20<sup>th</sup>) they will be looking at the best places to place them. They are considering Crystal Lake Park, the Town Office parking lot, the Conservatory, and the Food Bank

The Board thanked them for all their hard work. This is still an important topic for the Town. Selectman Laplante has asked to see all the data. They are still a committee until August and because there are two members leaving the Select Board wants to wait for new members to be elected before going further. They are still waiting for additional information. They will have them back in July to update the Board with new members.

VIII. Town Manager's Report

**Town Manager's Report – May 13, 2021**

**1) ADMINISTRATION-**

- a) Interaction with Harrison Citizens and Employees - visits/calls/emails
- b) Worked on Day-to-Day Administration & Spring Transition
- c) Budget Completed for next year.
- d) Year End

**2) TOWN CLERK** –Absentee Ballots are now available. Reminder – Municipal Election: June 8, 2021

**3) PUBLIC SERVICES (PUBLIC WORKS/REC/PARKS)** – Hopefully, winter is over. We have begun the process of spring cleaning the trucks and getting the plow gear taken care of for summer storage. We are expecting the grinding of Cape Monday to start at any time. We have a little bit of work to complete on Carsley Rd. before paving. That is if the budget is passed. We are planning on ditching and replacing culverts on Upton Rd. For the major summer work. Prepping for shim and overlay next year. We are also going to do some ditch work on Scribners Mills Rd. with the addition of some crushed gravel.

Baseball and softball are beginning to ramp up so the fields at Crystal Lake Park and RADR will be very busy in the coming days and weeks. The Transfer Station continues to be busy with no slowdown in sight.

**4) FIRE DEPARTMENT** – Total Incidents – 16 (see attached for detail) Training – 4-6-21 Apparatus Checks, 4-13-21 Training- Fire Suppression, 4-20-21 Training- Wild Land Operations & Portable Pumps

**5) CODE ENFORCEMENT** – For the month of April 2021, the Code Enforcement office issued a total of 16 plumbing permits. 8 permits were for interior plumbing projects and 8 were for exterior (septic) plumbing permits.

A total of \$2,750 in fees were collected with 25% of that (\$687.50) going to the State of Maine and \$2,062.50 staying with the Town of Harrison. We also collected another \$210 in Town administration fees and \$105 in DEP surcharges.

YTD we have collected \$6060 in total permit fees, \$540 in Town Admin. Fees and \$210 in DEP fees. A total of 39 plumbing permits have been issued so far in 2021.

On the building side we issued 21 building permits for the month of April. A total of \$3,261.33 in permit fees have been collected. 5 of those permits were for new, single-family homes.

YTD, 13 new, single-family home permits have been issued and a total of 59 building permits have been issued in 2021. YTD \$16,051.23 has been collected in building permit fees.

33 inspections were completed in April 2021. A total of 128 inspections have been conducted YTD.

**6) SOLID WASTE/TRANSFER STATION** – There is no report from the Transfer Station as Rich has been out.

**7) RECREATION** - Run Club started April 27<sup>th</sup> at Crystal Lake Park. We have 20+ kids participating every Tuesday from 3:30-4:30.

First ever Mile Challenge started April 26<sup>th</sup>. Individuals have signed up and will submit their miles daily/weekly to see who can log the most miles. This is to help encourage people to get out & be active!

Baseball, softball, and t-ball have started! We currently have 4 teams total & the first week of games started last week! Snack shacks are getting cleaned & prepped for use for games & Summer Rec.

Summer Rec registrations are still coming in and we currently have 75 kids registered. All counselor positions have been filled but we are still currently seeking waterfront staff for swimming lessons.

Currently organizing a Concert in the Park series at Crystal Lake Park with Pam Sessions. The dates are set for June 27<sup>th</sup>, July 25<sup>th</sup>, August 22<sup>nd</sup>.

Radr Field of Dreams will be hosting the Oxford Hills Comprehensive High School Junior/Senior Prom on May 15<sup>th</sup>.

In the beginning phases of planning a 1<sup>st</sup> Annual Kayak Race on Crystal Lake Park. More details to come.

#### 8) PUBLIC SAFETY-

**ACO** – Areas Needing Attention: Registration and Rabies Violation time in progress Waiting on Guidance from State Animal Welfare reference timing due to State of Emergency the Governor has ordered.

14 Calls in April some are re-visits for follow ups or other issues with same call. This includes quarantines that require multiple visits, transports (tx) to shelter and ongoing follow ups and investigation. As I was predicting the call volume is starting to pick up again.

1---Missing Dog x 1

2—Missing Dog x2

1---Found Dog (Tx to shelter on own)

1---Owner called in for the found dog

1—Cat Bite (Initial report and this was Cat Coalition calling in)

1—Additional interview and information on the cat bite

1—Place cat from bite under quarantine (I did have to go to Waterford to do this as cat lives there and bite happened in Harrison)

1—Report 2 dead cows

1—Barking Dogs

1—Accidental Dog Bite (Own dog and food issue)

1—Found Dog (Tx on own to shelter as going that way)

1—Enforcement of the barking dogs

1—Miscellaneous requesting information

**Cumberland County Sheriff's Office** – Report for 03/1/21 to 03/31/21 has 156 total incidents, 31 Traffic Violations, 37 Traffic warnings, Cases assigned to Detective Division 1 Death cleared, 2 Domestic Violence (2 cleared), 1 Theft cleared

#### ON-GOING PROJECTS

A) Charter Communications Rate Increase

B) Generator at Radr repaired

C) Cape Monday Road work was started, and paving should begin Monday.

D) Laurie working on Pre-Audit

E) Town Revaluation – We must think about doing a Town Revaluation next year.

F) Town Public Works Building – Met with Rick Dunton from Maine Land Development and he is working on an email to me on what the next step. Received the email during the meeting and read to the Board.

**Motion to have Tim move forward with Main Land Developers for the Public Works Bldg made by S. Sykes, 2<sup>nd</sup> S. Laplante, Roll call Approved 5-0**

IX. Select Board Items

- A. Chairman Frank stated that there is Stimulus/Infrastructure Money out there. We should investigate hiring a grant writer. S. Laplante stated that the Town is wary of grants due to the past issues they have had with grants so perhaps have someone that can manage grants. The Town Manager Tim said he has worked with Economic Community Developer that was hired by Contract or Per Diem and he was able to explain to us what will need to be done after grant time is up.

**Motion to have the Town Manager investigate hiring an Economic Community Developer that would work per Diem or Contract per Service to research and apply for Grants. Motion made by R. Sykes 2<sup>nd</sup> by S. Laplante, roll call Approved 5-0**

- B. Chairman Frank reminded the Board that we have a Town Manager form of Government and the Town Manager is responsible for the Employees and the Day-to-Day operation of the town. If any of us has any issues or suggestions on things that need, or we would like to have done we need to bring it up in a meeting. No one person on the Board is his boss it is the Board as a whole that are his boss.
- C. Chairman Frank remind everyone that it is Tim's 3-year anniversary tomorrow. Thank you, Tim, for all you do. The Town is much better having you here.

X. Public Participation (Non-Agenda Items) - **NONE**

XI. Adjournment

**Motion to adjourn was made at 8:08 pm by S. Laplante, 2<sup>nd</sup> S. Sykes, Approved 5-0**

Respectfully submitted,

---

Matthew Frank, Chairman

---

Denise Dumont, Secretary

# Select Board

May 13, 2021. 5:46 PM. ID: 195619517

## Share Status

**Access:** Public

**Expires:** May 20, 2021

**Shared content:** Video, Transcript, Notes, Meeting info

## Attendees

Admin

[ddumont@harrisonmaine.org](mailto:ddumont@harrisonmaine.org)

Denise Dumont

[ddumont@harrisonmaine.org](mailto:ddumont@harrisonmaine.org)

## Talk Time

**Organizer**

100%

**Attendees**

00%

**Admin**

104 mins. 81%

**Denise Dumont**

00 mins. 0%

---

## Share Status: On

**Access:** Anyone

**Expires:** May 20, 2021

## Attendees

Attendee

Join & leave times

**AD**

Admin

5:49 PM - 8:10 PM

[ddumont@harrisonmaine.org](mailto:ddumont@harrisonmaine.org)

**DE**

Denise Dumont

5:46 PM - 8:09 PM

[ddumont@harrisonmaine.org](mailto:ddumont@harrisonmaine.org)