



MINUTES HARRISON SELECT BOARD MEETING Thursday, October 13, 2022 – 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 (was a little late), Select Person Penny Bean, Town Manager Cass Newell, Public Works Director Andrew Ward, Secretary Denise Dumont, Veronica LaCascia, John Wentworth

Public: LRTV, attendance sheet attached, No one on GOTO Meeting

- I. Call the Meeting to Order at 6:06 pm
- II. Pledge of Allegiance
- III. Public Participation (Non-Agenda Items)
- IV. Adjustments to the Agenda
- V. Consent Agenda
 - A. Approval of Unsigned Warrants #14 - #18 were Approved by Signature.
 - B. Approval of Select Board Minutes – September 08, 2022
 - Motion to Approve the Minutes of September 08, 2022 made by S. Frank, 2nd S. Devlin Approved 4-0**
 - C. General Assistance Appendices A-H 2022-23 approval by Signature
 - Motion to approve the GA Appendices A-H 2022-23 made by S. Frank, 2nd S. Devlin Approved 4-0**
 - D. Event Permit Application – Halloween Boo Extravaganza & Trunk or Treat
 - Motion to approve the Event Permit Application for the Halloween Boo Extravaganza & Trunk or Treat made by S. Frank, 2nd S. Devlin Approved 4-0**
 - E. Event Permit Application – Christmas in Harrison
 - Motion to approve the Event Permit Application for Christmas in Harrison December 1-3 made by S. Devlin, 2nd S. Frank Approved 4-0**
 - F. CMP Pole Permit Temple Hill Rd and Kimball Road
 - Motion to approve the CMP Pole Permit for Temple Hill Rd and Kimball Road made by S. Bean, 2nd S. Frank Approved 5-0**
- VI. New Business
 - A. Harrison Climate Action Group Presentation – Andrea Asken Dunn

Andrea gave a presentation which included survey results 138 (48.4%) very concerned about Climate Change, 95 (33.3%) somewhat concerned and 52 (18.2%) not concerned. She spoke on Climate Resilience being prepared more control over local necessities, faster & less expensive recovery from emergencies.

Andrea spoke about ways to have less carbon footprint. Solar panels, heat pumps (possible grants and funding for them). She brought up Bar Harbor has solar panels on their Municipal buildings.

Priorities from Survey: Solar Farm Ordinance, Municipal Solar Panels, Address climate resilience in Shoreland Zoning, help accessing state funds to weatherize homes, and bulk buying of heat pump air and water heaters.

Chairman Sykes responded that former Select Board Member and EMA Director Raymond Laplante worked very diligently and did a wonderful job on the Emergency Operations Plan for the Town of Harrison. There is a EMA EOP plan for the Town in place.

B. Alternate for Planning Board Members – advertise to see if anyone else is interested and revisit next month

VII. Old Business

A. Dam Final Paperwork

Missing information from Dam company on hold until next month

B. Broadband Committee Presentation

Looking for a letter of Support and a financial commitment from the Town from ARPA funds. Chairman Sykes suggested bringing up the next item on the agenda as it also pertained to funds before making a decision about the amount of a financial commitment.

Motion to do the letter of Support for Consolidation w/o financial commitment at this time made by S. Bean, 2nd S. Ross Approved 4-0 (S. Devlin recluded himself as he is on the Broadband Committee) Can do a special meeting a financial commitment if needed.

C. Other Considerations for ARPA Funds

Cass Newell, the Town Manager suggested other uses for the funds as perhaps computers for the libraries, auction buses that could be used for the recreation department so we would not have to rent buses and for safety during summer storms at Summer Rec, were a few that she mentioned.

VIII. Other Business

A. Policy for Review:

1. FOAA Policy (Rick - Cass)

Town Manager Cass Newell stated that FOAA is regulated by the State and Federal Governments, and we follow their guidelines. There is training that all elected officials and Town Employees must take. She also stated that She is the Public Information Officer for the Town.

Question: Can we make a form easier to use? There is certain information needed in order to fulfill FOAA requirements and requests.

FOAA Policy reviewed, with no additions, subtraction or suggestions. All Approved Policy with no changes at this time.

2. General Assistance (GA) Policy Guidelines (Cass)

Town Manager Cass Newell explained that it is regulated by the State of Maine. We have to do GA so right now she is the one doing it. We go entirely by State regulations and the State updates the Appendices (which are the maximum amounts people can make etc) every

September that we need to adopt for the next year. As it is state mandated, we really don't have a choice. We also have to have it updated and available in the office and on the website every year.

S. Devlin asked if there is a place where residence could or would go for look for help. TM Newell said that is part of what our GA person would help with. GA is a temporary, short-term solution and they have to follow certain guidelines and apply for other assistance also if they qualify.

The Appendices A-H were already approved in the Consent Agenda above.

IX. Town Manager's Report

Town Manager's Report – October 13, 2022

1) ADMINISTRATION-

- a) Interaction with Harrison Citizens and Employees - visits/calls/emails
- b) Worked on Day-to-Day Administration

2) PUBLIC SERVICES (PUBLIC WORKS/REC/PARKS) – The month of September for Public Works was busy. We finished all the ditching on both Summit Hill Road and re-graveled Summit Hill Road. We did some roadside mowing and trimming. We also started some fall projects and assisted the parks department. We are hauling our sand for the winter and getting ready for the snow to start. We also started preparing our fleet of vehicles to ensure they are mechanically ready for winter.

Welcome Seth Locke to the team as a full-time employee to replace Barry Bernard who has retired. We wish Barry a happy retirement. Charles Parrott has resigned, and we wish him well.

3) CODE ENFORCEMENT – A total of 21 building permits were issued for the month of September. YTD Total of 119. 2 were for new, single-family homes for a total of 31 for the year. 8 Plumbing permits. 40 inspections were completed for the month.

40 inspections were done during the month for a YTD total of 260. Walk-in traffic and research continue to take up a good portion of the workday, as well as assessing traffic and tax questions.

4) RECREATION – We are pleased to welcome Brianna Morris as our new Recreation Program Manager.

5) FIRE DEPARTMENT – Total Incidents in September: 31 (see attached). Year-to-Date is 281.

Monthly Events/Details/Meetings: September 6- Truck Checks
September 13 – Fire Department Training
September 20 – EMS Checks & Training
September 27- Officers' Meeting

6) PUBLIC SAFETY-

ACO –
Will be updated next month

Cumberland County Sheriff's Office – Cumberland County Sheriff's Office – Report for 08/01/22 to 08/31/22. 145 total incidents. 31 Traffic Warnings, Cases Assigned to Detective Division: 1 & 1 cleared Domestic Violence Related Investigation, Assault Investigation 1 & 1 cleared, Robbery Investigation 1

X. Select Board Items

A. Select Board Workshop overview

S. Sykes updated what came about from the SB workshop: Staying on Task; Transparency; Board Specific Goals; Public voice; Policies missing – Solar Farms, Brush Dump, Budget not just Select Board; New Select Board term, July 1st – June 30th; Junkyard vehicles or houses; Employee Relations; Mission Statement; Multi-year goals; No Comprehensive Plan so need to work on; and resources taken away that were needed to support Admin.

These were a few of the things they identified as needing to be looked at or at least thought about coming from the Select Board Workshop.

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

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

Motion to exit Executive Session made by S. Frank, 2nd by S. Devlin Approved 5-0

XII. Adjournment

Motion to adjourn at 9:13 pm made by S. Devlin, 2nd by S. Bean Approved 5-0

Assessor's meeting also on October 13, 2022