

BOARD OF SELECTMEN
RICHARD BEAL, CHAIRMAN
FLORENCE J. SPRAGUE
CORY R. ALLEY

ADMINISTRATIVE ASSISTANT
TO THE SELECTMEN
JAMES FORTUNE



TOWN CLERK / TREASURER
DENISE McCORMICK
PUBLIC SAFETY COORDINATOR
KATELYN DAMON

Board of Selectmen's Meeting Minutes
September 12, 2019
Great Cranberry Island Community Center

Attendance:

Richard Beal, Chairman, BOS	Carl Brooks
Florence Joy Sprague, BOS	Phil Whitney
Cory Alley, BOS	Joanne Thormann
Denise McCormick, Town Clerk	Ben Moore
James Fortune, Administrative Assistant	Chris White
Ben Sumner, Deputy Clerk	Karin Whitney
Katelyn Damon, Public Safety Coordinator	Genia Gould
Dennis Dever, LPI & CEO	

I. Call to Order: 8:45am by Chairman Richard Beal.

II. Review / Sign Financial Warrants

Warrant #33	\$ 8,064.77
Warrant #34	\$ 16,858.26 (LCI Dock repairs-signed 8/24/19)
Warrant #35	\$ 14,521.44
Warrant #36	\$ 31,994.27 (school)
Warrant #37	\$ 7,869.38
Warrant #38	\$ 42,613.47
Warrant #39	\$ 22,450.00 (Manset contracts)
<u>Total:</u>	<u>\$ 144,371.59</u>

All warrants were signed by the Selectmen.

IV. New Business (taken out of order)

G. LCI Town Dock Repairs (taken out of order)

Richard Beal reports that emergency repairs to the Islesford Dock were approved by two members of the Board during the previous month and moves that the Board authorize Warrant #34 on a late basis. Cory Alley seconds the motion. **Motion approved 3-0.**

H. GCI Hoist (taken out of order)

Chairman Richard Beal comments on the hoist project on GCI and proposes allocating \$6,000 from the Selectmen's Contingency Fund towards resolving electrical issues with the hoist installation. Denise McCormick recommends using Ramp Fees toward completion of the hoist installation. Consensus of the Selectmen is to use Ramp Fees toward completion of the hoist installation up to \$6,000.

Cory Alley asks about status of the piling installation for the winter float at GCI. James Fortune reports that the contractor has its barge back in the water and he will secure a date in September or October for the installation to be completed.

Selectmen review and sign contract with Charles Bradley Construction, Inc for installation of the hoist at GCI.

A. Right-Of-Way Transfer (GCI Town Parking Lot) (taken out of order)

Ben Moore, representing The Three Grandsons, LLC (Map 16, Lot 14) and The Three Nephews, LLC (Map 16, Lot 13) presents an easement and survey for review. This adjusted easement will replace the current easement attached to the Town's property on Map 16, Lot 10. Selectmen review and sign the easement.

III. Review/Approval of Meeting Minutes: August 6, 2019

Richard Beal moves to approve the August 6, 2019 Board of Selectmen's meeting minutes as written. Cory Alley seconds the motion. **Motion approved 3-0.**

B. Roadside Clearing/Trimming: LCI & GCI

Cory Alley has arranged for a bush hog implement to be installed when the Town's tractor goes off island. James Fortune reports he has reviewed roads on GCI with Blair Colby. General discussion of problem areas on each island. James Fortune to coordinate project over the next few weeks.

C. Broadband Pole Licensing Agreements

James Fortune presents renewal applications for licensing agreements to use utility poles as part of the Broadband project. The process has not been completed by the licensing agency; however, the applications must be renewed annually. Selectmen review and sign the renewal application.

D. LCI Broadband Microwave Tower Lightning Protection

Selectmen review an estimate from Axiom for lightning protection on the broadband tower at Islesford. Katelyn Damon clarifies the difference between lightning protection for tower mounted equipment and grounding of the tower itself, which is in place. General discussion. Consensus of the Selectmen is to decline estimate from Axiom's contractor and task James Fortune to consult with Brown's Communications and Axiom on lightning protection measures.

V. Other Business (continued) (taken out of order)

James Fortune reports on continued efforts to get responses from the USDA representatives and elected officials about the USDA grant situation. Richard Beal recommends, without objection, involving the Town Attorney and continuing efforts to have the awarded funds released.

E. LCI Breakwater Bids

Denise McCormick reports that one bid was received for the project, but it was subsequently rescinded by the bidder due to the present inability of the contractor to begin the project in a timely manner. **No action taken.**

F. Town Dock Rules

Manset Dockmaster Dennis Dever reports on Manset dock rule violations. A written notice of violation has been sent to one repeat offender without response and violations have continued. Dennis Dever recommends the violator's landing rights be revoked for a limited period of time. General discussion. Katelyn

Damon reports on issues with swimming on the Town docks, specifically near lobster boats and the floats, and on reports of opened packages in the Town dock sheds. Chairman Richard Beal proposes, without objection, to discuss various security issues with the Town Attorney with the purpose of preparing a warrant article for the 2020 Town Meeting.

I. 15 Mansell Lane Potential Apartment Rental

Richard Beal reports on a request from the Cranberry Isles Fisherman’s Co-Op for the Town to prepare and rent an apartment at 15 Mansell Lane to the Co-Op for employee staffing needs. James Fortune recommends that a separate entrance be constructed for a second floor apartment and advises that code compliance issues with the Town of Southwest Harbor will need to be addressed. Discussion of possible renovations required.

J. 15 Mansell Lane: Proposed Upgrades for 2020 Budget

Consensus of the Selectmen is to task James Fortune, CEO Dennis Dever, Selectman Joy Sprague, and Co-Op President David Thomas to review the site and see what will be necessary to create one or more possible rental apartments.

VII. Audience Communication (taken out of order)

Joanne Thormann asks about a timeline for completion of the Town Office. James Fortune reports that work will resume this fall.

K. Manset Seawall & Drainage Repairs

Denise McCormick presents the following estimates for repairs at Manset from John W. Goodwin Construction for review: (1) Stone wall repair and reset granite blocks- \$4,950; (2) New wall construction at warehouse for drainage improvements- \$7,500; and (3) New drainage system construction and tie-in to current drainage at warehouse- Amount not to exceed \$10,000. Selectmen review and sign all three contracts.

L. Comprehensive Plan Update Status Report: *Growth Management Strategy*

Chairman Richard Beal acknowledges Carl Brooks' written status report. Denise McCormick advises that a new committee would need to be formed to address changes in the Town's comprehensive plan. Carl Brooks reports that his efforts address strategic planning that might be undertaken prior to the reformation of a Comprehensive Plan Committee.

V. Other Business (continued)

Denise McCormick reports on a request to name the new private road to be constructed on the Ward property (Map 2, Lot 1) *Nellie Lane*. Richard Beal moves to approve the road name as requested. Cory Alley seconds the motion. **Motion approved 3-0.**

VI. Executive Session: Personnel Matter, 1 M.R.S.A. §405(6)(A)(1)

Richard Beal moves, without objection, to go into Executive Session to discuss a personnel matter at 10:51am.

Richard Beal moves, without objection, to go back into Regular Session at 11:07am.

Chairman Richard Beal announces that Katelyn Damon has resigned as Public Safety Coordinator, effective March 14, 2020.

Richard Beal proposes, without objection, to schedule the October Selectmen's meeting for Tuesday October 8, 2019.

VIII. Adjournment

Richard Beal moves to adjourn the meeting. Florence Joy Sprague seconds the motion. **Motion approved 3-0.**

Meeting adjourned at 11:08am.