

BOARD OF SELECTMEN

RICHARD F. BEAL, CHAIRMAN

FLORENCE J. SPRAGUE

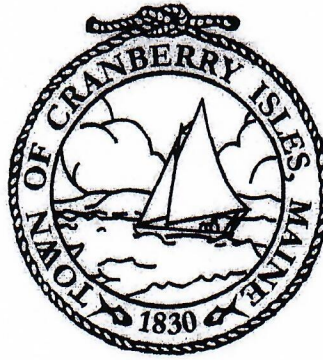
MALCOLM FERNALD

TOWN CLERK / TREASURER

DENISE McCORMICK

PUBLIC SAFETY COORDINATOR

KATELYN DAMON



MUNICIPAL ADVISORY COMMISSION

K. DAMON, R. AXELROD

J. THORMANN, I. GAITHER,

C. WHITE,

C. DUGGAN, K. WHITNEY

ADMINISTRATIVE ASSISTANT

JAMES FORTUNE

MEETING NOTICE

SELECTMEN'S MEETING

The Cranberry Isles Board of Selectmen will conduct a meeting on
Tuesday, April 7, 2015 starting at 8:45A.M.
at the Community Center on Great Cranberry Island

AGENDA

- I. Call to Order
- II. Review / Signing Financial Warrants
- III. Review / Approval of Previous Meeting Minutes; March 3 and March 14, 2015
- IV. New Business
 - A. GCI Float
 - B. Bid Selection: Islesford Town Dock Work
 - C. Islesford Main Street Reconstruction
 - D. Committee Appointments
 - E. Downeast Sailing Adventures: Use of Manset Dock Summer 2015
 - F. Town Office Lease Renewal
 - G. Manset Dock Master Employment Agreement
 - H. GCI Custodial Services Employment Agreement
 - I. Manset Custodial Services Employment Agreement
 - J. Sutton Island Trash Contract
 - K. Property Sale: Manset
 - L. Spring Road Posting
- V. Other Business
- VI. Executive Session: Personnel Matter, 1 M.R.S.A. § 405(6)(A)
- VII. Audience Communications
- VIII. Adjournment

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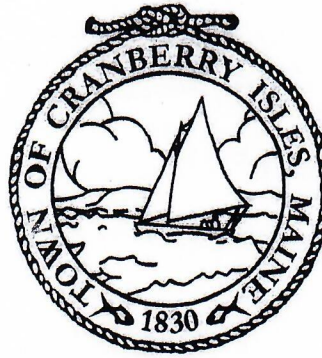
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**Board of Selectmen's Meeting Minutes
April 07, 2015
Great Cranberry Island Community Center**

Attendance:

Richard Beal, Chairman, BOS
Florence Joy Sprague, BOS
Malcolm Fernald, BOS
James Fortune, Administrative Assistant
Denise McCormick, Town Clerk
Nanette Hadlock, Deputy Clerk
Katelyn Damon, Public Safety Coordinator / MAC
Karin Whitney, MAC
Ingrid Gaither, MAC
Ed Gray
Phil Whitney
Tom Powell
Jeff Berzinis
Steve Keblinsky

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

II. Review / Signing Financial Warrants

Warrant # 12:	5,276.75	
Warrant # 13:	6,726.89	
Warrant # 14:	47,037.49	(School)
Warrant # 15:	46,800.78	(School)
Warrant # 16:	164,224.47	
Warrant # 17:	16,800.00	
Total:	\$ 287,866.38	

All warrants were signed by the Selectmen.

III. Review / Approval of Previous Meeting Minutes

Richard Beal moves to approve the March 03, 2015 and the March 14, 2015 Board of Selectmen's Meeting minutes as written. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.** Richard Beal reads a letter to the Citizens of Cranberry Isles from Governor Paul R. Lepage. A copy of this letter is available for review at the Town Office.

IV. New Business

A. GCI Float

A special BOS meeting will be held this month to go over the float bids for a new main float at Great Cranberry Island. A full schedule for the project will be written by James Fortune. There may be a four to six week waiting period for some of the required materials.

B. Bid Selection: Islesford Town Dock Work

No bids have been received for the dock work at Islesford.

C. Islesford Main Street Reconstruction

The Administrative Assistant reports that roadwork on Islesford will most likely take place in the fall. Andrew McCullough will be out with a surveyor to lay the road out and stake it. Selectman Beal suggests that the road work should take place this spring, rather than in the fall when cold weather starts to set in.

D. Committee Appointments

- **Planning Board (expires 2018)**

Richard Beal moves to nominate Brandon Stubbs as Planning Board Member. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Islesford Harbormaster (expires 2016)**

Richard Beal moves to nominate Bruce Fernald as Islesford Harbormaster. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Great Cranberry Island Harbormaster (expires 2016)**

Richard Beal moves to nominate Norman Sanborn, II as Great Cranberry Island Harbormaster. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Board of Assessment Review (expires 2016)**

Richard Beal moves to nominate Beverly Sanborn as member of the Board of Assessment Review. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Board of Assessment Review (expires 2016)**

Richard Beal moves to nominate Michael MacFarlan as member of the Board of Assessment Review. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Board of Assessment Review (expires 2016)**

Vacant

- **Harbor Committee Member (expires 2017)**

Richard Beal moves to nominate Scott Bracy as Harbor Committee Member for a two year term. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Harbor Committee Member (expires 2016)**

Richard Beal moves to nominate Theodore Spurling as Harbor Committee Member for a one year term. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Harbor Committee Member (expires 2017)**
Richard Beal moves to nominate Nickolas Hadlock as Harbor Committee member for a two year term. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**
- **Harbor Committee Alternate Member (expires 2016)**
Richard Beal moves to nominate Roy Hadlock as Harbor Committee Alternate. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**
- **Harbor Committee Alternate Member (expires 2016)**
Richard Beal moves to nominate James Fortune as Harbor Committee Alternate. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**
- **Board of Appeals Member (expires 2018)**
Vacant
- **Islesford Volunteer Fire Department Chief (expires 2016)**
Richard Beal moves to nominate Richard Howland as Islesford Volunteer Fire Department Chief. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**
- **Great Cranberry Island Volunteer Fire Department Chief**
Richard Beal moves to nominate Tyler Kuester as Great Cranberry Island Fire Department Chief. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**
- **Cranberry Isles Rescue Service Chief (term expires 2016)**
Richard Beal moves to nominate Katelyn Damon as Cranberry Isles Rescue Service Chief. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

E. Downeast Sailing Adventures: Use of Manset Dock Summer 2015

Steve Koblinsky is at today's meeting to represent Downeast Sailing Adventures who has requested to drop off and pick up passengers at the TCI Manset Dock with the boat "Surprise". Concerns over the use of the dock by an off island company were discussed. One suggestion is to charge fees at all TCI docks. Cranberry Isles is a town meeting form of government and the decision to charge fees for the use of the docks would have to be made by the registered voters. It is noted that other off island companies also use our Town docks. It is also noted that a fee schedule is in place for use of Town owned landing ramps and also a five dollar fee to use the TCI Manset docks.

Richard Beal moves:

- A. To approve the Koblinsky request for one year.
- B. All boats for Cranberry Isles, for use at all four docks, (Islesford, Sutton Island, Great Cranberry Island, and Manset) must have a sticker that costs no more than the cost of printing.
- C. At the next Town meeting, a fee structure for use of docks will be presented to the voters. This will be previewed by the Harbor Committee

and Transportation Committee.

Florence Joy Sprague seconds the motion, with a unanimous vote by Malcolm Fernald. **Motion passes.**

James Fortune will order the additional stickers today. This will include all boats, including rowboats, for use at all Town owned docks. The Town of Mount Desert will also be contacted for copies of forms used for dock usage in that town.

Proof of insurance indemnification will be required by the Town for use by all passenger ferries. It is suggested to require the same from barging companies using TCI landing ramps.

Discussion takes place over the fee charged for boat stickers. Parking letters have already gone out. It is suggested to keep the fee for a boat sticker at five dollars (\$5.00) across the board.

Florence Joy Sprague moves that all boat stickers will cost five dollars each (\$5.00), for all TCI owned docks, for all boats. Richard Beal seconds the motion, with a unanimous vote by Malcolm Fernald. **Motion passes.**

F. Town Office Lease Renewal

The Board of Selectmen is presented with a lease renewal for the building that houses the Town office on Islesford. The lease renewal, as written, is for a period of one year, (April 01, 2015 through April 30, 2016). The rental costs are \$600 per month for first floor of the building (which includes upstairs restroom), and \$200 per month for a storage purposes on the second floor. Some discussion takes place over the costs for a portable unit to be used as the Town office if the need ever arrives. It is also suggested to have the Deputy Code Enforcement Officer do an inspection of the current Town office building.

Richard Beal moves:

- A. The Town wishes to renew its lease with the Valdina family for the current location, on a month to month basis, to be signed by the Board of Selectmen after today's meeting, separately, upon completion of a rewritten lease renewal.
- B. To have Dennis Dever, Deputy Code Enforcement Officer, come to the Town office and do a complete inspection.

Florence Joy Sprague seconds the motion, with a unanimous vote by Malcolm Fernald. **Motion passes.**

James Fortune will contact the Town Attorney to go over the month to month lease proposal.

G. Manset Dock Master Employment Agreement

The Board of Selectmen signs an employment agreement with Dennis Dever for TCI Manset Dock Master for the 2015 summer season, (May 23, 2015 through September 30, 2015).

H. GCI Custodial Services Employment Agreement

The Board of Selectmen signs a custodial services contract with Karin Whitney for the Great Cranberry Island Restroom and Town dock shed. This contract covers custodial services performed from May 01, 2015 through April 30, 2016.

I. Manset Custodial Services Employment Agreement

The Board of Selectmen signs a custodial services contract with Karin Whitney for the Manset restroom and lobby area. This contract covers from May 15, 2015 through October 15, 2015.

J. Sutton Island Trash Contract

The Board of Selectmen signs a Waste Removal contract extension / renewal with Newman and Gray for removal of household waste and recyclables Sutton Island. This extension is intended to cover the 2015 season.

K. Property Sale: Manset

The Town Attorney has sent an email communication to the Selectmen regarding the proposed land sale at the Manset property. The attorney suggests that the Town invite the buyer to submit a written offer. The letter can indicate what information should be included with any offer in order to be considered, including a survey and a clear description of the property sought to be purchased. A favorable offer would, in addition to purchase price, include the purchaser covering all costs associated with the transaction., including the Town's reasonable attorney fees, recording costs, etc. Once a written proposal is made by the potential buyer, it can then be specifically evaluated, including for price, and then responded to. Also, with the benefit of a survey, the Town can more accurately evaluate whether the sale of the subject property has the potential to interfere or limit future development opportunities relating the the portion of property the Town retains, including setbacks on driveways/access roads. The Town may want to consider whether it wants to retain any rights to the property, including a maintenance easement or development limitations, as a way to guard against certain outcomes.

The Administrative Assistant is requested to call the Town attorney today to request that he write the letter, regarding the fact that the Selectmen have been authorized at Town meeting to consider an offer from the potential buyer, and invite the buyer to submit a written offer.

L. Spring Road Posting

The Board of Selectmen approves the announcement that certain roads are posted for vehicle weight limits to prevent damage during spring thaw. The weight limit for non-exempt registered vehicles during the posted time period is 23,000 pounds. Effective April 01, 2015, the roads are posted and will remain posted until further notice. Please visit the Town website: www.cranberryisles-me.gov for the list of road postings. Please call the Town office at 244-4475 if you have any questions.

V. Other Business

- Katelyn Damon is requested to post the blueprints/plans, (on both GCI and Islesford) for the Islesford Volunteer Fire Department cistern project.
- Richard Beal, Chairman of the Board of Selectmen, signs the Fiberglass Tank Order Requirements & Sales Agreement with Darco, Inc. for the Islesford Volunteer Fire Department cistern.

- The Board of Selectmen signs the Management Representation Letter with James W. Wadman, C.P.A. for the fiscal year as of December 31, 2014.
- Malcolm Fernald moves to approve Chris White and Paul Thormann as members of the Transportation Task Force Committee. Richard Beal seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**
- The Parking Committee will meet on April 20, 2015, at the Town office. Members of the 2015 Parking Committee include Cory Duggan, MAC, Chris White, MAC, and Malcolm Fernald, BOS.

VII. Audience Communications (taken out of order)

- Phil Whitney asks when the vehicle importation refunds will be sent. The vehicle importation refunds were approved by the Selectmen on today's financial warrants. Checks can now be issued and mailed to those who paid the import fee.
- Karin Whitney suggests the Town look into opening the walkway at Manset to vehicular traffic in a one way direction only before selling any property at the facility.
- Ingrid Gaither requests that at a special Town meeting, an added agenda item be included for an opportunity to discuss and vote on the previously approved Board of Selectmen stipend increase. No money can be raised at a special Town meeting after the tax commitment letter has been approved. Monies must be raised by the voters at the annual Town meeting.

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

11:10 A.M. – Richard Beal moves to go into executive session for a personnel matter, pursuant to 1 M.R.S.A. § 405(6)(A). Florence Joy Sprague seconds the motion, with a unanimous vote by Malcolm Fernald. **Motion passes.**

11:20 A.M. – Richard Beal moves to return the meeting to regular session. Florence Joy Sprague seconds the motion, with a unanimous vote by Malcolm Fernald. **Motion passes.**

VIII. Adjournment: 11:21 A.M.

Richard Beal moves to adjourn the meeting. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**