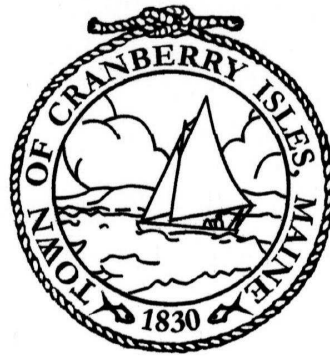


BOARD OF SELECTMEN
 MALCOLM FERNALD, CHAIRMAN
 RICHARD BEAL
 FLORENCE J. SPRAGUE
TOWN CLERK / TREASURER
 DENISE McCORMICK
PUBLIC SAFETY COORDINATOR
 KATELYN DAMON



MUNICIPAL ADVISORY COMMISSION
 I. GAITHER, J. THORMANN
 J. SAMUEL, K. WHITNEY, B. STUBBS
 N. BARTON, L. DOBSON

ADMINISTRATIVE ASSISTANT
TO THE SELECTMEN
 JAMES FORTUNE

**Board of Selectmen’s Meeting Minutes
 March 6, 2018
 Islesford Neighborhood House
 Islesford Post Office**

Attendance:

Malcolm Fernald, Chairman, BOS
 Florence Joy Sprague, BOS
 Richard Beal, BOS
 Denise McCormick, Town Clerk
 James Fortune, Administrative Assistant
 Ben Sumner, Deputy Clerk
 Katelyn Damon, Public Safety Coordinator
 Steve Pagels

I. Call to Order: 8:30am by Chairman Malcolm Fernald.

Richard Beal moves to recess meeting until 8:35am to move to the new Town Office/Islesford Post Office. Malcolm Fernald seconds motion. **Motion approved 2-0.**

Meeting called to order by Chairman Malcolm Fernald at 8:35am.

II. Review / Sign Financial Warrants

Warrant #6	\$	7,878.82
Warrant #7	\$	90,600.00 (Axiom)
Warrant #8	\$	37,297.82 (school)
Warrant #9	\$	7,190.11
<u>Warrant #10</u>	<u>\$</u>	<u>59,434.69</u>
Total:	\$	202,401.44

All warrants were signed by the Selectmen.

III. Review/ Approval of Meeting Minutes: February 6, 2018

Florence Joy Sprague moves to approve the February 6, 2018 Board of Selectmen's meeting minutes as written. Malcolm Fernald seconds the motion.

Motion approved 3-0.

IV. New Business

A. Manset Lease

Steve Pagels, lessee of the warehouse at Manset, is here today to discuss renovations to the apartment on the property and a lease renewal for the warehouse. James Fortune advises that a holdover lease needs to be renewed and the following issues should be addressed in the lease: the usage and renovation of the apartment, hazardous waste disposal in the boat shop, off-season boat storage on the property, and length of the lease. Steve Pagels reports that hazardous materials, including those left by previous tenants, were removed last year and he has reimbursed the Town for the costs. Mr. Pagels is willing to change out some appliances and have some refinishing work completed in the apartment. Fire alarms and extinguishers have been replaced. He considers the apartment an important part of his lease. Consensus of the Selectmen is to task Katelyn Damon to have the property reviewed to ensure full compliance with safety and insurance requirements. Chairman Fernald tasks James Fortune to prepare a revised lease agreement and have it reviewed by the Town Attorney. Consensus of the Selectmen is to recommend Dennis Dever be retained to formally manage the property on behalf of the Town at a rate of \$18 per hour for up to 15 hours per month.

V. Other Business

Katlyn Damon reports the Emergency Operations Plan for the Town has been completed and will be distributed to the Selectmen for review. An evacuation plan will be appended to the EOP when it is completed. She also recommends a Social Media Policy and a Disciplinary Policy be drafted for town employees, including rescue and fire services, in response to recent issues. Consensus of the Selectmen is for a draft policy be prepared and submitted to the Town attorney for review.

James Fortune reports on a letter from a citizen regarding utility rights-of-way along town maintained roads. Axiom has had the matter reviewed and considers itself to be compliant with state right-of-way law. Consensus of the Selectmen is to refer the issue to the Town Attorney so that the Town has a clear understanding of its responsibilities.

James Fortune presents documentation from the Federal Transit Administration for the Selectmen to review regarding compliance with the provisions of the FTA grant the Town receives to subsidize the commuter boat service. Chairman Malcolm Fernald signs the acknowledgement on behalf of the Selectmen.

Denise McCormick presents Management Representation letter from the Town's Auditor, James Wadman. Selectmen review and sign letter.

James Fortune presents Joy Road parking lot lease from the Roman Catholic Bishop of Portland for review by the Selectmen. He notes this lease is for twelve months instead of the usual five month term and the warrant article will need to be amended at Town Meeting.

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

None.

VII. Audience Communication

None.

VIII. Adjournment

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

Meeting adjourned at 10:10am