

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**  
**July 11, 2017**  
**Great Cranberry Island Community Center**

**Attendance:**

Malcolm Fernald, Chairman, BOS	Mark Ouellette
Florence Joy Sprague, BOS	Chris Wriggins
Richard Beal, BOS	Phil Whitney
Denise McCormick, Town Clerk	Sean Murphy
James Fortune, Administrative Assistant	Michael Boland
Ben Sumner, Deputy Clerk	Nanette Hadlock
Katelyn Damon, Public Safety Coordinator	Geoff Wadsworth
Dennis Dever, CEO & LPI	Dr. Richard Pierson
Joanne Thormann, MAC	Kitty Pierson
Ingrid Gaither, MAC	Carl Brooks

**I. Call to Order:** 8:42 by Chair Malcolm Fernald.

**II. Review / Sign Financial Warrants**

Warrant #30:	\$ 6,283.01	
Warrant #31:	\$ 900.00	
Warrant #32:	\$ 30,346.55	(school)
Warrant #33:	\$ 12,832.72	
Warrant #34:	\$ 323.22	
Warrant #35:	\$ 1,123.87	
Warrant #36:	\$ 6,098.40	(school)
<u>Warrant #37:</u>	<u>\$134,505.87</u>	
<b>Total:</b>	<b>\$192,413.64</b>	

All warrants were signed by the Selectmen.

### **III. Review/ Approval of Meeting Minutes: June 6, 2017 & June 22, 2017**

Richard Beal moves to accept the June 6, 2017 Board of Selectmen's meeting minutes as written. Malcolm Fernald seconds the motion. **Motion approved 3-0.**

Richard Beal moves to accept the June 22, 2017 Board of Selectmen's meeting minutes as written. Malcolm Fernald seconds the motion. **Motion approved 3-0.**

### **IV. New Business**

#### **I. Correspondence from Islesford Business Owner: Electrical Power Issues (taken out of order)**

Michael Boland of the Islesford Dock Restaurant updates the selectmen on his ongoing discussions with EMERA and the difficulties the restaurant is dealing with due to electrical supply issues. He explains that low voltage to Islesford is damaging sensitive equipment at the restaurant and, possibly, equipment elsewhere on the island. Malcolm Fernald reports he has spoken with officials at EMERA who have requested to be included on the agenda for the August 1 Board of Selectmen's meeting. The selectmen task James Fortune to gather information relevant to the issues town residents are having with electrical service and forward to the appropriate representatives with EMERA so that the town might be able to receive a constructive response to these concerns and to the damaged cable serving Islesford at the August 1 meeting.

#### **A. Property Acquisition: 61 Main Street, Islesford**

James Fortune reports the boundary adjustments have been completed and closing should take place by the end of this week. Ramped access to the office can now be placed at one end of the building or on the side. Richard Beal requests the US Postal Service be notified of the change in ownership and of the renovations being planned. James Fortune advises that notification of the ownership change has been included as part of the closing process. He will contact postal service representatives about the renovations that are scheduled for the property.

## **B. Review/Issue Bid Documents for Renovation of 61 Main Street**

James Fortune presents bid drawings and recommends a package be bid out in its entirety with lower priority items delayed as necessary to meet the budgeted amount (\$150,000) approved by voters at the March Town Meeting. Malcolm Fernald asks how US Postal Service rent will be accounted. Denise McCormick responds that rental income is applied to the mortgage payments until the mortgage is paid. Consensus of the board is to put project out to bid as soon as possible in expectation of moving the town office before winter.

## **C. Tax Acquired Property Update**

Denise McCormick reports that per provisions of the Tax Acquired Property Ordinance, the prior owner of 1 Fish Point, Cranberry Isles, has filed a timely petition with the town to repurchase the property. Richard Beal moves to direct the town attorney to draw up and issue a deed to the prior property owner upon full payment of all tax arrears, interest, penalties, and associated costs incurred by the town. Malcolm Fernald seconds the motion. **Motion approved 3-0.**

Malcolm Fernald asks selectmen to consider what is a reasonable timeframe to allow the repurchase to be completed. Richard Beal moves to require the full payment by certified bank check to be submitted to the Tax Collector prior to August 1, 2017. Malcolm Fernald seconds the motion. **Motion approved 3-0.**

Sean Murphy, representing Robert Murch, requests items that have been placed on Murch property adjacent to 1 Fish Point be removed. Malcolm Fernald moves that the town have the items moved to the 1 Fish Point property and the prior owner billed for any related expenses. Richard Beal seconds the motion. **Motion approved 3-0.**

## **D. Sign Franchise Agreement with Axiom Technologies**

Mark Ouellette of Axiom Technologies discusses the status of the Franchise agreement with the town and requests further discussion with the town's attorney to resolve wording issues involving the broadband system once it is constructed. Richard Beal moves to permit the Chairman to sign the agreement on behalf of the Selectmen once the town attorney determines legal sufficiency has been met. Florence Joy Sprague seconds the motion. **Motion approved 3-0.**

Carl Brooks asks if the contract has been reviewed by an attorney competent to deal with the FCC. James Fortune responds that the contract has been reviewed by an attorney with Eaton-Peabody versed in communications law in addition to the work done by Jason Barrett.

#### **E. Sign Agreements for Tower Sites (LCI & GCI)**

Mark Ouellette and Malcolm Fernald explain that tower agreement discussions are in their final stages and they hope to have contracts for both sites finalized soon. **No action taken.**

#### **F. Proposal to Hire a Project Manager for the Broadband Project**

Malcolm Fernald explains the proposal from the Broadband Committee and that he does not recommend going through a hiring process at this stage of the project. James Fortune advises that the bulk of the town's work is complete once the contracts are signed. **No action taken.**

#### **G. Broadband Project Funding**

Malcolm Fernald reports he has discussed with Denise McCormick how the Town can meet the expenses of the project until grant monies are received in order to keep the project on track. The ConnectME grant monies are on the way and the Town will receive notice from the USDA by September 1 on the status of that grant. The Town can reimburse itself for grant related expenditures once the monies are received. Denise McCormick explains that although the town can fund portions of the project prior to receiving the grants, the Town cannot issue any checks without warrants being signed by the Selectmen. Richard Beal moves that Special Financial Warrants for the Broadband Project can be issued as necessary to be reviewed and signed by the selectmen outside of a formal meeting. Malcolm Fernald seconds the motion. **Motion Approved 3-0.**

#### **H. Other Broadband Updates**

Mark Ouellette reports that Axiom has been contacted by the USDA concerning the town's grant proposal and has provided additional information. Axiom has prepared a document for Thursday's public forum that gives homeowners information they will need to know about the project. He also explains Axiom is working with the Broadband Committee to resolve an issue related to getting electrical service to the tower site on Islesford. **No action taken.**

## J. MAC Update

Joanne Thormann reports that work continues in subcommittees on the Mansell Lane and Manset properties. The selectmen have reviewed a tenant questionnaire prepared by the MAC. The consensus of the board is that the questionnaire be submitted to the tenants to be completed.

Joanne Thormann presents a motion from the MAC for an onsite insurance review to be completed on the Manset property by the Town's insurer and Manset Dockmaster Dennis Dever. The MAC also recommends an immediate insurance review of Bay 3 in light of the recent fire. James Fortune advises that the review should ensure sufficient indemnity coverage and that a demonstrable hazardous materials plan is being followed. Dennis Dever reports on the general building situation and activities taking place currently. Nanette Hadlock suggests all town property be reviewed for similar issues. Malcolm Fernald moves to authorize the town's insurer to conduct an onsite review of the Manset property and that the Manset Dockmaster be authorized to act on the insurer's recommendations. Richard Beal seconds the motion. **Motion approved 3-0.**

## V. Other Business

Phil Whitney reports that the Great Cranberry Island Historical Society wants to make the selectmen aware that GCIHS is working to address a landowner's concerns at the Spurling Point cemetery. The Town is responsible for upkeep of the cemetery and voters authorized \$5,000 at the 2017 Town Meeting for GCIHS to use towards that purpose. **No action taken.**

Richard Beal moves to direct town staff to draft a letter of concern to a landowner in reference to blown down trees along the right of way at the town dock. Malcolm Fernald seconds the motion. **Motion approved 3-0.**

Dennis Dever reports on the status of the overboard discharge (OBD) issue at the Islesford Dock Restaurant. A replacement system is in place and functioning, but CEO conclusion is that it does not fully meet standards. He recommends the system stays in use through this year, but for improvements to be made prior to DEP recertification. Michael Boland of the Islesford Dock Restaurant advises that a new plumbing contractor has been secured and immediate changes are taking place to improve the system.

Michael Boland reports that the bathroom septic pump failed on July 2 and was replaced by the Islesford Dock Restaurant. James Fortune advises that a cost share agreement is in place for the bathroom with the Town.

James Fortune reports the League of Towns meeting will be held at the Cranberry House on July 25.

The selectmen review a letter from a resident concerning the movement of a mooring. Malcolm Fernald states that he is working with the Islesford Harbormaster to address the resident's concerns. Consensus of the board is to support the actions of the harbormaster in this situation.

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

None.

**VII. Audience Communication**

Nanette Hadlock asks if there is an update on the Longfellow School boundary issue. James Fortune explains that the Town has not received any information from the attorneys at this time.

**VIII. Adjournment**

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

Meeting adjourned at 11:09am.