

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



MUNICIPAL ADVISORY COMMISSION
 L. DOBSON, C. SANDBERG, N. BARTON
 I. GAITHER, N. ROSENTHAL
 J. SAMUEL, B. STUBBS

ADMINISTRATIVE ASSISTANT
TO THE SELECTMEN
 JAMES FORTUNE

**Board of Selectmen's Meeting Minutes
 December 4, 2018
 Great Cranberry Island Community Center**

Attendance:

Richard Beal, Chairman, BOS	Christine Sandberg, MAC
Florence Joy Sprague, BOS	Carl Brooks
Cory Alley, BOS	Bill Dowling
Denise McCormick, Town Clerk	Phil Whitney
James Fortune, Administrative Assistant	Ingrid Gaither
Ben Sumner, Deputy Clerk	Karin Whitney
Katelyn Damon, Public Safety Coordinator	
Laurie Dobson, MAC	

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

II. Review / Sign Financial Warrants

Warrant #52	\$	6,984.43	
Warrant #53	\$	49,727.16	(school)
Warrant #54	\$	21,399.52	
Warrant #55	\$	120,690.51	
<u>Total:</u>	\$	198,801.62	

All warrants were signed by the Selectmen.

III. Review/Approval of Meeting Minutes: November 13, 2018

Florence Joy Sprague moves to approve the November 13, 2018 Board of Selectmen's meeting minutes as written. Cory Alley seconds the motion. **Motion approved 3-0.**

IV. New Business

A. Town Office Construction Progress

Cory Alley reports on meeting with the contractor, Jason Pickering, to prioritize the remaining construction items within the funds currently available in the Town Office reserve account. The building will be finished in cedar shingles in the spring. Window and door replacement will occur during the winter. Selectmen review a previously submitted estimate for well drilling. Chairman Beal requests that a second estimate be obtained. General discussion of a backup heating source and power source for the Town Office and Post Office. Chairman Beal recommends including a propane tank and generator for 61 Main Street in the 2019 budget. Chairman Beal proposes, without objection, to use Selectmen's Contingency to install a switch that would allow the use of a portable generator for the post office during the winter. Consensus of the Selectmen is that a caretaker should be retained by the January Selectmen's meeting to look after the Town Office.

Chairman Beal recognizes Florence Joy Sprague for her 41 years of service to the Islesford Post Office.

B. Tax Lien Foreclosure

Denise McCormick reports that a resident living on a property facing an impending tax foreclosure has requested a payment plan that would pay off the applicable lien by May 2019. General discussion. Richard Beal moves to accept \$200 every two weeks until the applicable lien is satisfied. Cory Alley seconds the motion. **Motion approved 3-0.**

Denise McCormick will discuss with the Town Attorney how the foreclosure process must be treated while payments are being made toward the lien.

C. Sign General Agreement (MOU) for Mutual Aid with ANP

Katelyn Damon presents an updated general agreement for mutual aid for fire protection prepared by Acadia National Park. Selectmen review and sign the Memorandum of Understanding.

D. Lease for 15 Mansell Lane

James Fortune reports that the Town is waiting for a signed lease for the property from the Maine Seacoast Mission before commencing requested renovations to the building. Cory Alley recommends a review of the landscaping contract and that tasks in addition to mowing be included.

E. GCI Winter Float Installation

Cory Alley advises that the window of opportunity for installing the winter float at GCI this year has passed. Consensus of the Selectmen is to put off the piling installation for the float until Spring 2019.

General discussion of budget considerations for Town Docks. Consensus of the Selectmen is that two new floats for Islesford should be included in budget to replace current damaged ones and funds should be budgeted to perform concrete repairs to the GCI Dock.

Phil Whitney requests a new bridge be constructed for moving between floats on GCI. Consensus of the Selectmen is to include this item in the budget also.

Bill Dowling asks about the status of the Islesford Dock Extension. James Fortune reports that bids for both design options, granite or wood pilings, will be solicited for consideration at the 2019 Town Meeting. Draft engineering drawings will also be included in the Town Report.

General discussion of the Islesford Breakwater project.

F. Tree Work

Katelyn Damon reports that EMERA contracted crews were on Islesford last week to address tree hazards in the utility right-of-way. They corrected some issues and will be returning soon to address others. She does not recommend budgeting any funds toward an effort by the Town to remove vegetation in the utility rights-of-way at this time.

Katelyn Damon and James Fortune explain that EMERA has located the cause of the recurring electrical issues at the Islesford Town dock and will be resolving the problem soon.

Chairman Beal tasks Katelyn Damon to prepare an article for the Town Report on self-sufficiency and emergency preparedness.

Consensus of the Selectmen is to task the Municipal Advisory Commission to spend up to one year preparing a feasibility study on hardening the electrical supply system that services the islands.

G. GCI Cistern

Katelyn Damon presents bid solicitation for the GCI cistern project. The objective is to have a cost for the project that can be presented at the 2019 Town Meeting. Selectmen review and approve bid solicitation.

H. 2019 Preliminary Budget Workshop

Chairman Richard Beal recommends that the workshop be delayed until another meeting of the Selectmen.

VI. Executive Session: Litigation, 1 M.R.S.A. §405(6)(E) (taken out of order)

Chairman Richard Beal moves to go into Executive Session at 10:45am. Cory Alley seconds the motion. **Motion approved 3-0.**

Chairman Richard Beal moves to go back into Regular Session at 10:52am. Florence Joy Sprague seconds the motion. **Motion approved 3-0.**

V. Other Business

Chairman Richard Beal moves to reopen the minutes from the *Board of Selectmen's Meeting for July 3, 2018, Section IV. New Business, A. Broadband Project Progress Report & Update*, for the purpose of including more detail regarding specific broadband utility location and construction instruction and approval given to Axiom at that meeting, more specifically that the following be added to the referenced minutes: "*Axiom was instructed by the Selectmen, without objection, to place conduit underground around the corner by Carl Brooks' house, thus avoiding placing poles on Mr. Brooks' property, and keeping all disturbances*

with in the Town's 22' ROW." Cory Alley Seconds the motion. **Motion approved 3-0.**

Further, Chairman Richard Beal moves that the Selectmen vote to reaffirm that the specific instruction referenced in the preceding motion was and is deemed a municipal order. Cory Alley seconds the motion. **Motion approved 3-0.**

Further, Chairman Richard Beal moves that the Board of Selectmen vote in favor of the following:

RESOLVE/ORDER, the Board of Selectmen confirm, consistent with Title 35-A §2503(11), that the Town's broadband utility project was performed and constructed in accordance with the Town Meeting vote in March 2017, the Board of Selectmen's action approving and executing the Franchise Agreement with Axiom Technologies LLC, dated July 14, 2017, for installation of the broadband utility improvements, and all other directives from the Board of Selectmen to Axiom Technologies LLC, including but not limited to placement of broadband utilities within the Town's rights-of-way in accordance with the broadband project design specifications.

Cory Alley seconds the motion. **Motion approved 3-0.**

Selectmen sign the December 4th, 2018 RESOLVE/ORDER.

Chairman Richard Beal reports that no further action is being taken on the Longfellow School boundary dispute until the neighboring landowner's attorney provides the Town Attorney with a survey or other documentation that refutes the Town's position on the boundary location.

VII. Audience Communication

Phil Whitney asks whether additional cleanup could be done around the Longfellow School. Florence Joy Sprague asks if this cleanup would be in addition to the landscaping that has recently taken place and been billed for. Chairman Beal will discuss with the School Board Chair.

VIII. Adjournment

Richard Beal moves to adjourn the meeting. Cory Alley seconds the motion. **Motion approved 3-0.**

Meeting adjourned at 11:01am