

BOARD OF SELECTMEN

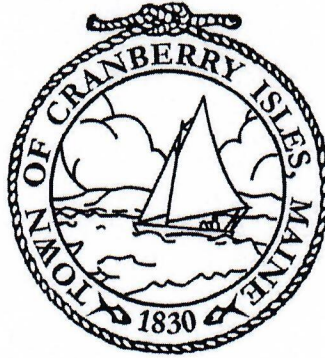
RICHARD F. BEAL, CHAIRMAN
FLORENCE JOY SPRAGUE,
MALCOLM FERNALD

TOWN CLERK / TREASURER

DENISE McCORMICK

PUBLIC SAFETY COORDINATOR

KATELYN DAMON



MUNICIPAL ADVISORY COMMISSION

B. STUBBS, J. SAMUEL, N. BARTON,
K. WHITNEY, C. WHITE, J. THORMANN

I. GAITHER

ADMINISTRATIVE ASSISTANT

JAMES FORTUNE

**Board of Selectmen's Meeting Minutes
April 05, 2016
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
Joanne Thormann, MAC
Ingrid Gaither, MAC
Karin Whitney, MAC
Cari Alley, School Board
Tom Powell
Phil Whitney

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

II. Review / Sign Financial Warrants

Warrant #14:	35,611.60
Warrant #15:	7,485.99
Warrant #16:	93,923.82
Total:	\$ 137,021.41

All warrants were signed by the Selectmen.

III. Review / Approval of Meeting Minutes: March 01, 2016 and March 12, 2016

Malcolm Fernald moves to approve the March 01, 2016 Board of Selectmen's meeting minutes as written. Florence Joy Sprague seconds the motion, with a unanimous vote by Richard Beal. **Motion passes.**

Malcolm Fernald moves to approve the March 12, 2016 Board of Selectmen's meeting minutes as written. Florence Joy Sprague seconds the motion, with a unanimous vote by Richard Beal. **Motion passes.**

IV. New Business

A. Sign Warrant for May 14, 2016 Special Town Meeting

Selectman Beal suggests that a Holding Tank Ordinance be added to the warrant for the special Town meeting in May. Denise McCormick will contact the Code Enforcement Officer for a written copy of the proposed ordinance. No action was taken at today's meeting on signing the warrant. This item will appear on the May BOS meeting agenda.

B. Annual Appointments

- **Harbormaster**

Richard Beal moves to appoint Norman Sanborn, II as Harbormaster for the Town of Cranberry Isles, term to expire in 2017. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Harbormaster**

Richard Beal moves to appoint Bruce Fernald as Harbormaster for the Town of Cranberry Isles, term to expire 2017. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Harbor Committee Member**

Richard Beal moves to appoint Theodore Spurling, JR as Harbor Committee Member, term to expire in 2017. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Harbor Committee Member**

Richard Beal moves to appoint Richard Howland as Harbor Committee Member, term to expire 2019. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Harbor Committee Alternate Member**

Richard Beal moves to appoint James Fortune as Alternate Harbor Committee Member, term to expire in 2017. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Harbor Committee Alternate Member**

Richard Beal moves to appoint Roy Hadlock as Alternate Harbor Committee Member. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Planning Board Member**

Richard Beal moves to appoint Sally Rowan as Planning Board Member, term to expire in 2013. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Planning Board Member**

Richard Beal moves to appoint R. Christian Johnston as Planning Board Member, term to expire in 2019. Malcolm Fernald seconds the

motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Planning Board Alternate Member**

Mark Alley is has currently served as Planning Board Alternate Member for one year. As stated in the Planning Board By-Laws, this should have been a five year term.

Richard Beal moves to appoint Mark Alley as Planning Board Alternate Member, term to expire 2020. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Planning Board Alternate Member**

VACANT

- **Board of Appeals Member**

Richard Beal moves to appoint Beverly Sanborn as Board of Appeals Member, term to expire in 2019. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Board of Appeals Member**

Richard Beal moves to appoint Katelyn Damon as Board of Appeals Member, term to expire in 2019. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

- **Constable**

Florence Joy Sprague moves to appoint Richard Beal as Constable. Malcolm Fernald seconds the motion, with Richard Beal abstaining from the vote. **Motion passes.**

- **Constable**

Richard Beal moves to appoint Richard Howland as Constable. Malcolm Fernald seconds the motion, with a unanimous vote by Florence Joy Sprague. **Motion passes.**

C. Sign Municipal Joinder Agreement (MSW Contract with the MRC)

Richard Beal signs the Municipal Joinder Agreement on behalf of the Board of Selectmen. This agreement with the Municipal Review Committee would send municipal solid waste to a new processing facility, if financially advantageous. Voters authorized this at the annual Town meeting in March 2016.

D. Town Office Relocation

Discussion takes place over whether the Town Office could move to the vacant school buildings on alternate years when one or the other buildings would be empty of students; (this was suggested by Jeri Spurling at the annual Town Meeting). Next year grade school students from both Islesford and Great Cranberry Island will be attending the Longfellow School on Great Cranberry Island. As reported by the School Board, this will be where students attend for the next two school years. The School Board discussed this at their last meeting. Cari Alley of the Cranberry Isles School Board reports that it may not work out to use the Ashley Bryan School during off years as one classroom will need to be available to use as a classroom for Islesford students in the event of boat

cancellations to Great Cranberry. One classroom space may not be enough for three Town employees to utilize. The School Board still has to discuss this with the superintendent of schools.

Selectman Beal asks if the school board might be willing to let the Town lease the old firehouse beside the Ashley Bryan School on Islesford. The space is larger than the rental currently being used. Joanne Thormann reports that Ron Axelrod sent a notebook of plans for options for a future Town office. James Fortune reports that at the time the options were looked at for alternative locations, the old firehouse was the best and least expensive option. Selectman Sprague suggests keeping all options open, including the parsonage on Islesford. Ms. Sprague suggests that both school buildings be visited by the MAC and the BOS to consider if either building would be feasible for Town use. Ingrid Gaither suggests that the Longfellow School has more space and could possibly house the Town office on Great Cranberry Island. Richard Beal suggests that Cari Alley and Joy Sprague discuss this further. Joy was not available due to work to attend the last school board meeting. Phil Whitney suggests that as the Town goes forward, to take time to balance out the needs of two communities, with possible part time hours on alternating islands. Nan Hadlock suggests that certainty of location of the Town office would be desired. Town staff, and Town officials, (i.e. BOS, School Board, staff) could and may change in the future, decisions could change and locations could change. A permanent location to store required records, the safe, materials would be desirable. Cari Alley reports that maybe the school board does not really know what is being requested of them. Richard Beal asks Joy Sprague to take the lead communicating with the school board.

E. Municipal Volunteer Fire Organizations

Feedback from the Town attorney has not yet been received. This item will appear on a future BOS agenda when appropriate.

F. Proposed Upgrades to the GCI Fire Station

Katelyn Damon reports that the GCI Fire Club has a healthy reserve account at this time. It may be time to invest in the building. Plans for upgrades to the building include raising the roof on the empty bay for ambulance storage, electrical upgrades, plumbing, insulation and possibly furnace. Richard Beal suggests getting an estimate from Jesse Jameson, and Northeast Plumbing for furnace replacement estimate. He also states his desire of Emera relocating the telephone poll in front of the firehouse for easier navigation when pulling out the vehicles.

Richard Beal moves that the Great Cranberry Island Fire Club be granted permission to modify the vacant bay on the right hand side of the building, raising the roof to accommodate most likely an ambulance; they'll pay for it; the Town will contribute if required, but it may be a while getting the money. This will allow them to get on with the project, get the estimates from Jesse or contractors, whoever they go after, and tell us, not necessarily in a monthly meeting, if it has to be done sooner, the three of us could handle it to the best estimate by phone. Does that seem

reasonable to you two? Florence Joy Sprague seconds the motion, with a unanimous vote by Malcolm Fernald. **Motion passes.**

G. Parking Committee

The Parking Committee consists of one member of the Board of Selectmen and two members from the Municipal Advisory Commission. Richard Beal moves to appoint Malcolm Fernald, Joanne Thormann and Chris White as parking committee members for 2016. Florence Joy Sprague seconds the motion, with Malcolm Fernald abstaining. **Motion passes.**

H. Picnic Tables for the Town Parking Lot

Mark Neiman, manager of the Cranberry Isles Fishermen's Co Op has requested the Town purchase two or three picnic tables for placement at the Town Field on Islesford. The Fishermen's Co Op is expanding their food and beverage offerings for sale at their store this summer. The Co Op will be providing trash cans and taking care of those. These tables would be for public use. The Board of Selectmen supports this request. Selectmen Sprague and Fernald will decide on placement. Richard Beal moves to approve \$1,000 from the BOS contingency fund for dining tables on Islesford. Florence Joy Sprague seconds the motion, with a unanimous vote by Malcolm Fernald. **Motion passes.**

I. Recycling and Solid Waste Conference & Trade Show

The Maine Resource Recovery Association's Annual Maine Recycling and Solid Waste Conference and Trade Show will be held at the Samoset Resort in Rockport on May 3 and 4. Jeri Spurling has volunteered to attend if the Town will pay for conference fees and travel. No action is taken on this by the Board.

J. Manset Dock Master Employment Agreement

The Board of Selectmen signs a renewal of the annual employment contract with Dennis Dever for the 2016 summer season. The contract is in effect from May 28, 2016 to September 30, 2016. \$5,500 was budgeted for this position for the 2016 season.

K. GCI Custodial Services Employment Agreement

The Board of Selectmen signs a custodial services contract with Karin Whitney for the period of May 01, 2016 to April 30, 2017. Twelve equal monthly payments of \$540 each will be made by the Town. Duties consist of inspection and cleaning of the GCI restroom daily, including the necessary tasks to ensure proper functioning of the Enviro-Loo waterless toilet system; inspection and cleaning of the Town Dock Shed and shelter weekly, including emptying of the trash; inspect / replenish supplies in the restroom as needed.

L. Manset Custodial Services Employment Agreement

The Board of Selectmen signs a custodial services contract with Karin Whitney for the period of May 15, 2016 to October 15, 2016. Five equal payments of \$462 made monthly will be made by the Town. Duties consist of cleaning the Manset restroom and lobby area three times per week and inspect / replenish supplies in the restroom as needed.

M. Sutton Island Trash Contract

No action taken at today's meeting.

V. Other Business

- Richard Beal reports a complaint from GCI resident Kelly Sanborn regarding the condition of Dog Point Road at Great Cranberry Island. Richard Beal suggests putting in the budget for next year to really fix the road. He also requests that Goodwin's be called out to the island to temporarily fix the road. All that was budgeted for 2016 is gravel / grading.
- Karin Whitney reports that the entrance to the Elwood Spurling Road needs attention.
- Nan Hadlock reports that the end of Maple Avenue near the Spurling residence has a drop off and there is a huge pile of gravel at the end of the road on the pavement. Selectman Beal requests that Malcolm Fernald and James Fortune check the location out to determine if the Town is responsible for fixing it or not.
- Three smoking pots (cigarettes) have been purchased for placement at Great Cranberry Island, one at the dock, and one at the store. One will be placed at Islesford.
- Karin Whitney reports that doggy waste bags would be a good idea to purchase for dog owners to use. At Islesford, it has been a problem of people using their doggy waste bags, and then leaving them on the side of the road and at the Town Field.
- The carpet in the dock waiting shed needs to be replaced at Great Cranberry Island.
- Selectman Beal requests that James Fortune research spruce budworm in Maine, in particular what is relevant to the Town of Cranberry Isles. This item will appear on the May BOS agenda.
- Selectman Sprague requests that the Public Health Officer research and provide information on the spread of the Zika virus.
- Selectman Beal requests that Katelyn Damon refurbish the first aid kits at the Town docks.
- An email communication from Tom Powell, dated April 1, 2016, requests that the Selectmen discuss the following:
"As part of seeking improved broadband service for the Cranberry Isles it is the recommendation of the Cranberry Isles Broadband Working Group that we partner with Tilson Technologies to pursue a planning grant from ConnectME for the April 2016 planning grant proposal period. The requirements of this grant cycle stipulate that we must partner with a contractor or business to develop the plan supported by the grant. The Island Institute has agreed to help craft the grant to meet the specifications stipulated by ConnectMe." No monies will be needed from the Town for this request.
Richard Beal moves to authorize the Town of Cranberry Isles to partner with Tilson Technologies to pursue a ConnectMe 2016

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

- The following is an email request from Ron Axelrod, dated April 05, 2016:

“At the Town Meeting, March 12, 2016, The Transportation Task Force presented the December 2015 Recommendation and Report of the consultant for a Consolidated Passenger Ferry Service. Based on the positive reception by approximately 60 to 70 townspeople, I ask that the BOS discuss and move forward with section 7.2 –

Implementation Steps and Schedule as described in the Cranberry Island Ferry Operations and Financial Feasibility Report March 8, 2016 DRAFT by Norris and Norris.

Chapter 7 was planned to be completed following the presentation and reception of the TTF Recommendation and Report. I hope you will discuss this at the April 5th BOS meeting.”

Copies of the report are available by contacting the Town Office.

The Town of Cranberry Isles has no budgeted funds for the purchase of the ferry service. Voters turned down additional funds for a consultant.

Richard Beal reports that David Bunker is not sure if he wishes to bid on the next mail contract for mail to the Cranberry Isles. The current contract expires in June 2016.

Recent changes to mail to Frenchboro allows no passengers, no packages, no Fed Ex, no UPS, etc. to travel with the U.S. mail. Joy Sprague suggests that this is something islanders need to be aware of as this may set a precedent for other offshore islands. Mr. Beal reports that there may be at least one other business that is interested in bidding for the mail contract. To bid, a company must be registered to use the E-source website. It is questioned whether the amount paid for the contract would cover needed liability insurance.

Voter approval would be required to pursue the purchase of a ferry service, landing rights or a mail contract.

The MAC will discuss this further at their meeting this Thursday, in hopes of coming up with something concrete for the special Town meeting warrant.

VI. Audience Communications

None at this time.

VII. Adjournment: 11:28 A.M.

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