

BOARD OF SELECTMEN
RICHARD BEAL, CHAIRMAN

PHIL A. WHITNEY
CHARLES F. DUNBAR

TOWN CLERK / TREASURER

DENISE Mc CORMICK
PUBLIC SAFETY COORDINATOR
KATELYN DAMON



MUNICIPAL ADVISORY COMMISSION

R. AXELROD, M. DONALD
K. WHITNEY, J. BERZINIS
C. DUGGAN, J. AMUSO, K. DAMON

ADMINISTRATIVE ASSISTANT

TO THE SELECTMEN
JAMES FORTUNE

MEETING NOTICE

The Cranberry Isles Board of Selectmen will conduct a regular meeting on
Tuesday, March 4, 2014 starting at 8:45 A.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; ~~January 7, 2014~~ *Feb. 04*
- IV. New Business
 - A. GCI Town Dock Repairs (bids due March 3rd)
 - B. GCI Skiff Float Bids (due by March 3rd)
 - C. School Vouchers (Payment Process)
 - D. EMR Contract Renewal
 - E. Manset Property Boundary
 - F. Spring Street Sweeping
 - G. 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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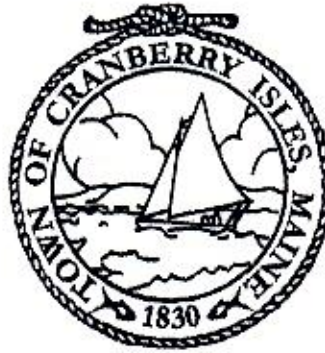
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**Board of Selectmen's Meeting Minutes
March 04, 2014
Great Cranberry Island Community Center**

Attendance:

Richard Beal, Chairman, BOS

Phil Whitney, BOS

Charles Dunbar, BOS

James Fortune, Administrative Assistant

Denise McCormick, Town Clerk

Nanette Hadlock, Deputy Clerk

Katelyn Damon, Public Safety Coordinator, MAC, School Board

Barbara Meyers, School Board

Karin Whitney, MAC

Bill Dowling, Harbor Committee

Cari Alley, ACO, LHO

Ed Gray

Ingrid Gaither

Wyatt Alley

I. Call to Order: 8:46 A.M. by Chairman Richard Beal.

II. Review / Signing Financial Warrants

Warrant # 07: 5,214.30

Warrant # 08: 602.00

Warrant # 09: 36,855.22 (school)

Warrant # 10: 7,346.73

Warrant # 11: 52,112.60

Total: \$102,130.85

All warrants were signed by the Selectmen.

III. Review / Approval of Previous Meeting Minutes: February 04, 2014

Phil Whitney wishes to amend page six, Other Business, "Phil Whitney suggests that the Town manager of Mount Desert be contacted in reference to safety concerns on the gangway at Northeast Harbor due to slippery conditions recently. **DELETE:** No action is taken. **ADD:** Richard Beal will contact Durlin Lunt.

Phil Whitney moves to accept the February 04, 2014 Board of Selectmen's meeting minutes as amended. Charles Dunbar seconds the motion, with a unanimous vote by Richard Beal. **Motion passes.**

V. Other Business (taken out of order)

- Richard Beal notes that Hancock County has overtaxed the Town of Cranberry Isles in the amount of \$1.03 for tax year 2014.

IV. New Business

A. GCI Town Dock Repairs (bids due March 3rd)

Three bids were received for GCI Town Dock Repairs:

1. Dock Works, Inc., Winterport, ME
\$24,066.00 (Labor & Fabrication included, with references)
2. Wilfred Minctons, Seal Cove, ME
\$37,564.29
3. Chesterfield Associates, Westport Island, ME
\$59,100.00 (lists specs & costs separately)

The Selectmen will re-visit this agenda item later in the meeting as the Administrative Assistant reviews the bids.

B. GCI Skiff Float Bids (due by March 3rd)

One bid was received for a new skiff float for Great Cranberry Island:

1. Newman and Gray Boatyard
\$5,500.00

Phil Whitney moves to accept the bid. Richard Beal seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**

C. School Vouchers (Payment Process)

The Town Auditor has responded that the current process of approving and payment of school vouchers is fine. A Selectmen may choose to not sign the voucher if a pattern of school board spending is questioned. The Town Treasurer is using the correct process. Payroll is paid bi-weekly for school and Town staff under a policy agreed upon by the Selectmen and on file at the Town office. All vouchers are reviewed monthly by the School Board and the Board of Selectmen.

If article 15 passes at the annual Town meeting, a running notice will be posted for BOS and School Board meetings for the purpose of signing / approval of biweekly school "Project" warrants.

D. EMR Contract Renewal

Richard Beal moves to accept all provisions of the eighteen page EMR contract renewal. Phil Whitney seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**

E. Manset Property Boundary

A letter and memorandum has been drafted for BOS approval. The memorandum gives permission is for Ms. Judith Hyers to maintain the present location and appearance of her fence on the Town's property (the "Permission") at Manset. The Town expressly disclaims any liability, ownership, or obligation of any kind in relation to the fence and the Permission. The Permission does not authorize further encroachment, expansion of the dimensions of the fence, or replacement of the fence on

the Town's property. The Permission is not to be construed as an easement or license of any kind, or a basis of the acquisition of rights by use or prescription. The Permission is not contractual and is revocable by the Selectmen at any time, without reason or recourse. If for any reason or no reason the Town through its Selectmen withdraw the Permission in writing, the fence must be removed from the Town's property within 60 days of written notice of revocation being sent to 102 Shore Road, Southwest Harbor, Maine, by U.S. mail, proof of mailing retained.

The Board of Selectmen signed the Permission. The Permission will be forwarded to Ms. Hyers for her signature. A provision in the Permission requires Ms. Hyers to sign and return a copy of this letter to the Town on or before April 01, 2014. The signed Permission will be recorded with the Registry of Deeds, Hancock County, Maine.

F. Spring Street Sweeping

The Administrative Assistant has contacted the Town of Mount Desert in reference to having their street sweeper to sweep and collect winter sand from the roads of Islesford and Great Cranberry. The cost of this will be up to \$3500.

Richard Beal moves to authorize James Fortune to bring out the street sweeper from Town of Mount Desert, cost up to \$3500, spring 2014.

Charles Dunbar seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**

James Fortune requests the Selectmen consider what to do with the sand collected. No action taken at today's meeting on this request.

G. Spring Road Posting

The Administrative Assistant and Richard Beal suggest posting Town roads to a limit of 23,000 pounds on March 17, 2014 until further notice. Phil Whitney does not recommend posting the roads.

Barbara Meyers suggests that the BOS consider collecting fees from Landowners who are causing heavy use of our roads with construction projects. She explains that our roads are not built to these standards of heavy use. The collection of fees would require voter approval.

The Board of Selectmen agrees to put road posting on hold for now.

IV. New Business (revisited)

A. GCI Town Dock Repairs (revisited)

The Town has approximately \$60,000 available in funds for this project. Charles Dunbar moves to approve the Dockworks, ME bid. Richard Beal seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**

If a higher rating pressure treated wood was used for the stairs, pilings, and cross bracings, up to a 30% cost would be added to the bid. The standard is 1.0 pressure treated, and is what the Dockworks, ME bid is based on.

The Town has approximately \$60,000 available in funds for this project. Article 18 of the Town meeting warrant asks the voters to authorize the

BOS to appropriate and expend \$30,000 for capital maintenance projects on the Town Dock, Great Cranberry Island. It appears that these funds will not be needed and may be tabled at the Town meeting.

James Fortune is commended for his excellent work in clarifying bids and staff work.

V. Other Business

- Two estimates were received for the Manset wall repairs. The repairs consist of removing the steps and working them into the wall.
 1. BCM Construction
\$3175
 2. John Goodwin
\$3400

Phil Whitney moves to accept the estimate from BCM Construction.

Charles Dunbar seconds the motion, with a unanimous vote by Richard Beal. **Motion passes.**

- As a public disclosure, Richard Beal sends documents of personal work done by vendors used by the Town of Cranberry Isles; documents are sent to the Town for the record and transparency.
- Thank you to Roy Hadlock for picking up the Town reports at the printer in Ellsworth today. Selectmen Beal offers that the Town would be willing to compensate Roy for gas and lunch expenses for this.
- Animal Control Officer Cari Alley reports to the Selectmen that the Town is not currently under contract with a shelter to take any stray animals that may need to be sheltered. If a stray animal need to be taken to the shelter by the Town, the Town would be charged by the day until that animal was discharged. If the animal was taken to the shelter for rabies, the owner would be charged for the stay. Mrs. Alley presents a contract with the Small Animal Clinic in Ellsworth for the Selectmen to approve. The Board of Selectmen signs the contract.

Animal first aid kits for Great Cranberry and Islesford have been ordered. Richard Beal authorizes the ACO to order badges for the Animal Control position and the Local Health Officer position. He suggests the badges have the seal on them from the Town letterhead.
- A formal survey has been completed on the property of David Bunker at Great Cranberry Island. The code violation is in the hands of the Code Enforcement Officer at this time.
- Parking letters will go out to residents this week. The Parking Committee for 2014 will consist of James Fortune, Malcolm Donald, Cory Duggan and Richard Beal.
- The Town is comfortable with being able to hold the annual Town meeting at the Islesford Neighborhood House as scheduled.
- A stenographer will be recording the annual Town meeting. The Administrative Assistant is tasked with making sure there are microphones set up for use of the meeting attendants. Residents will be asked to state their name for the record before speaking.

- In reference to installation of dry hydrants on Great Cranberry Island, Katelyn Damon has resent the agreement for property owner Janice Murch to sign and return. The agreement will be forwarded to the C.E.O. when received.
- Phil Whitney reports a pile of stumps left behind at the GCI gravel pit, down behind the transfer station. Richard Beal will speak to Ronald Sanborn in reference to the stumps.
- Phil Whitney voices concern over the fact that the M.A.C. has been meeting on Islesford only. The intent is for all Town committees to alternate between GCI and Islesford. (The Planning Board usually meets on the island the application is being reviewed for.) Due to renovations at the Islesford Neighborhood House, the Board of Selectmen has been holding recent meetings at Great Cranberry Island.

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

None requested.

VII. Audience Communications

- Bill Dowling voices safety concerns over the Beal & Bunker ferry service to and from the islands. Barbara Meyers reports that in the last two years there have been increasing safety concerns due to what she considers lack of maintenance by Beal & Bunker. Richard Beal suggests contacting the Town attorney in reference to any rights for safety of the school children. Beal & Bunker is a privately owned company who has provided service to the Cranberry Isles for passenger service since 1946. This service also holds a federal contract for transporting mail to the islands. Phil Whitney suggests that the M.A.C. do some long term research on ferry service operations and what the Town's options are for the future. Richard Beal moves to request the Municipal Advisory Commission (M.A.C.) to study municipal transportation authority and legal ramifications of a municipal transportation authority, studying any and all options for commuter ferry service. Charles Dunbar seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.** Bill Dowling suggests contacting the U.S. Postal service. Charles Dunbar suggests that maybe hiring a dedicated school boat for students might be advisable. Charles Dunbar moves to request the School Board to research the idea of a dedicated service to transport school children between the two islands, and to report back to the BOS following research. Richard Beal seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**

VIII. Adjournment: 11:13 A.M.

Richard Beal moves to adjourn the meeting. Charles Dunbar seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**