

NOTICE OF BOARD OF SELECTMEN'S MEETINGS

A Board of Selectmen's Meeting will be held at 08:45 AM,
Tuesday, June 4th, 2002
at the Great Cranberry Community Center,
Great Cranberry Island

AGENDA

1. Review minutes of May 7th, 2002 Selectmen's Board Meeting
2. Audience Communications
3. Policy Establishment for Northeast Harbor Parking Permit Waiting List
4. Status of Islesford Wharf Repairs
5. Sand & Salt Shed Design & Bid Specifications
6. Appointment of Road Commissioner
7. Review OBD Licenses & Chart (Time Permitting)
8. Financial Warrants
9. Establish next meeting date and adjournment

Public Attendance is Welcomed

Selectmen

Richard F. Beal
Denise McCormick
David Stainton



Town Clerk/Treasurer

Frances J. Bartlett
P.O. Box 15
Islesford, Maine 04646

MINUTES OF THE BOARD OF SELECTMEN'S MEETING 4 June 2002

The Town of Cranberry Isles Board of Selectmen's Meeting was convened at 08:45 AM, 4 June 2002, at the Great Cranberry Community Center, Great Cranberry Island, Maine 04625. Selectmen Richard Beal and David Stainton were present, with Selectwoman Denise McCormick absent for personal reasons. Town Clerk & Treasurer Frances J. Bartlett was also present along with the following members of the public: Phil Whitney, Kevin Russell, Carl Brooks, Mr. & Mrs. Edward Horvath and Edward Gray, all of Great Cranberry; and Eve Harrison along with members of the Harrison family from Islesford.

NOTE TAKING:

Richard Beal took notes for transcribing of meeting minutes. The meeting was conducted pursuant to an agenda published one week earlier and posted on Islesford and Great Cranberry Islands.

REVIEW & APPROVAL OF MINUTES FROM 7 MAY 2002 MEETING (ITEM 1):

Copies of the 7 May 2002 meeting minutes were provided to Selectman Stainton with original to Town Clerk Frances Bartlett. Three other copies were made available for the public to read. Phil Whitney indicated that in regard to the Bangor Hydro electric poles, another light at Pole #68 had a burned out light in addition to the light in front of the fire house. Carl Brooks asked if a "sense of the Selectmen" could be written and distributed in reference to the subject of "Open Burning" of home refuse & waste. Other than these two comments from the public Selectman Stainton motion to accept the minutes and Selectman Beal concurred.

AUDIENCE COMMUNICATIONS (ITEM 2):

- A. Special Police Officer: Town Clerk Frances Bartlett provided a letter given to her by Josh Hardy who has just recently completed the State of Maine Police School in preparation to becoming a Special Police Officer for the Cranberry Isles. Chairman Beal read into the record the following letter from Josh Hardy:

"Cranberry Isles Selectmen

I have completed the Law Enforcement Pre-Service course as required by the Maine Criminal Justice Academy before being certifiable as a law enforcement officer. During my time at the class, I learned many things about the town's requirements for a municipal officer.

The town is in need of more information from the Academy before an official position can be State of Maine legal. The course director, an Academy board member, informed me that unless the town creates a costly system of: Selectmen control, insurance, reporting methods and more our current position of constable is not "legal". The Constable position, as now formed, opens the Town to potential law suits, and immediate dismissal of any court cases. Although this sounds discouraging, there is an alternative.

With cooperation of the Hancock County Sheriffs Department and the Town of Cranberry Isles, it may be possible to create an island Deputy. I am not fully aware of all that this venture would entail, but am advised that it is a far easier route and one that is common in the State.

The Selectmen, along with myself, should contact the Maine Criminal Justice Academy for more information. After such information is attained, we should approach the Sheriffs Department with our request. This would all depend on the Selectmen wanting to further our non-dependence on the presently unreliable State and County Departments.

/s/ Thank you, Josh Hardy"
[Islesford, Maine]

Selectman Beal responded by stating that the Police Academy staff might not be aware of a provision in state law that provides for Constables and Special Police, without benefit of this special police schooling, when the Constable is part time and earns less than \$10,000 per year. Nevertheless, when circumstances have warranted the arrest of an individuals, as has recently occurred on Great Cranberry, Constable Beal asked and received assistance from the State Police who came to the island to ensure that all provisions of law were following and that the arrest could be sustained in a court adjudication of the alleged violation. Selectmen Beal stated also that he would pursue this subject with the Hancock County Sheriff to see if Mr. Hardy could be appointed a Deputy Sheriff with duties allocated solely to the Cranberry Isles.

- B. Historical Society of Great Cranberry Island: On behalf of the Historical Society, Phil Whitney delivered a letter from the Society President, Wini Smart:

"Great Cranberry Island Historical Society
P.O. Box 12
Cranberry Isles, Maine 04625

June 2, 2002

Board of Selectmen
Cranberry Isles, ME 04625

Dear Sirs:

In the third story storage room of the Longfellow Schoolhouse are shelves and piles of books, ledgers, and handwritten reports of town records and Selectmen minutes that date back to 1838. Deterioration has attacked these valuable documents, due to excessive temperature changes, direct sunlight, and also insect, bird, and mouse damage.

This year the Great Cranberry Island Historical Society has received an Archival Preservation Grant from The Maine State Humanities Council and we will have a professional Archivist come next month to instruct us on proper archival procedures and a cataloguing system.

We have a committee willing to collect, clean, inventory, and file these Town Records and documents in our Museum Archives.

We request your permission to proceed with this important project, to help preserve our Island heritage.

Thank you for your consideration.

Yours truly,
/s/ Wini Smart
President of the G.C.I.H.S."

The Board of Selectmen voted unanimously to approved this request from the Historical Society and Chairman Beal will write a letter to this effect. [Note: Following letter was sent on 10 June 2002]:

"10 June 2002

Great Cranberry Island Historical Society
Attn: Ms. Wini Smart, President
P.O. Box 12
Cranberry Isles, Maine 04625-0012

Subject: **Preservation of Town of Cranberry Isles Records**

Reference: (a) G.C.I.H.S. ltr dated 2 June 2002; Subj: Same
 (b) Town of Cranberry Isles Board of Selectmen Meeting 4 June 2002

Dear Ms. Smart:

Your letter reference (a) was presented to the Board of Selectmen by Mr. Phil Whitney and read into the record. We appreciate the effort already expended by the Historical Society in reviewing the "shelves and piles of books, ledgers, and handwritten reports of town records and

Selectmen minutes that date back to 1838" and welcome your offer "to collect, clean, inventory, and file these Town Records and documents in our Museum Archives."

By unanimous vote reference (b) the Selectmen grant permission for the Historical Society to undertake this archival project and to store the records in the museum archives. We ask only for a copy of the inventory produced by this archival process to ensure that our Town Clerk is kept fully aware of all Town Records and where they might be located. We further understand that you will be undertaking this project with an Archival Preservation grant; this letter of permission does not provide Town funding and should there be such a requirement in the future, please advise the Board of Selectmen.

/s/ Richard F. Beal
Chairman
Board of Selectmen

cc:
Town Clerk, Cranberry Isles"

C. Mount Desert Town Meeting 3 June and subsequent Mount Desert Selectmen's Meeting: Selectman David Stainton provided an oral report on the two meetings which dealt principally with the issue of the Harbor Committee and approval of a new Marine Management Ordinance for the town. This ordinance is contained in the Annual Town Report for the Town of Mount Desert and is available from them or from Chairman Beal, who has a copy in the personal Selectmen's records. This ordinance was passed without discussion or negative vote. The Selectmen's meeting, other than general business items, centered on several recommendations of the harbor management committee: (1) Elimination of boats or craft larger than 14 feet at the dingy tie up area or with outboard motors larger than 20 horsepower. (2) Management of limited dock space for all small craft, and (3) potential improvements for the Northeast Harbor marine area. It was the opinion of several Mount Desert Selectmen, following a hour of discussion, that they had more questions than answers and were not able to vote on any of the Harbor Committee's recommendations yet. The Selectmen did request the Cranberry Isles Selectmen to join the Mount Desert Harbor Committee Tuesday evening, 11 June, for a continuation of discussions and an exchange of ideas, with a subsequent return to their next meeting on 17 June. Selectmen Beal and Stainton agreed to do this.

This oral report was then followed by a general discussion from the audience on boating, parking, and associated problems; with history of the subject being provided by Carl Brooks.

**POLICY ESTABLISHMENT FOR NORTHEAST HARBOR PARKING PERMIT
WAITING LIST (ITEM 3):**

Town Clerk Frances Bartlett provided the Selectmen with a copy of the current parking allocation and assignment for Northeast Harbor and the "Waiting List" that she had been trying to maintain when the task was returned to her by the Town of Mount Desert in 1999. She stated that currently there are 123 rental parking spots in Northeast Harbor which their town collects \$190 per year. Of those 123 spots, 51 are presently held by Cranberry Isles residents. Following this presentation by the Town Clerk the discussion was opened for each member of the audience to make his or her position clear, or to elicit information for clarification of facts and the development of a "waiting list policy". The discussion last for 2 hours with a consensus by the Selectmen that:

- a. There should be only one parking spot allocation per household, due to the limited number of spots available in the Cranberry Isles parking area located next to the Northeast Harbor Police Station.
- b. Residents of the Cranberry Isles should have priority over those property owners, summer visitors, or renters who are at the Cranberry Isles only for the summer months or some portion of the year. In order to determine who is a resident, a person would be judged on a point scale whereby each full month lived within the town would equal one point. Permanent residency would mean 12 points, however, due to some folk living off island due to children in school, or temporary residence in a second home on the mainland then an average of the three previous years would be examined to determine priority for parking, and/or future position on a waiting list to acquire parking.
- c. Nothing would be changed about current parking allocations for the summer of 2002, however, in December 2002 the entire 123 parking spaces in Northeast Harbor would be reviewed by the Selectmen based on applications for parking to be submitted by individuals seeking same.
- d. A notification to the above would be mailed to all property owner or permanent renters in the Cranberry Isles so that they would understand the change and be able to submit a parking application for the Northeast Harbor lot.

The foregoing was not voted on formally, pending review and study by the Selectmen. Until a second June 2002 Selectmen's Meeting on 19 June, Selectmen Stainton and Beal will be meeting with the Mount Desert Town Manager and Selectmen on a proposed parking recommendation. Additionally, ideas involving land rental or acquisition in Southwest Harbor and Northeast Harbor will also be explored.

STATUS OF ISLESFORD WHARF REPAIRS (ITEM 4):

Repairs are on schedule with many residents commenting on the outstanding assistance provided by Chesterfield Associates, Inc. and their professionalism demonstrated in the repair efforts. An invoice for payment for a portion of repair work was contained in the financial warrants presented by the Town Treasurer and approved by the Selectmen for payment based on work performed. See Item 8. The Treasurer was authorized to initiate the loan provisions of our agreement with Bar Harbor Bank & Trust Company and she will see that sufficient funds are transferred to cover the approved financial warrant article for this repair invoice.

SAND AND SALT SHED DESIGN & BID SPECIFICATION (ITEM 5):

Selectman Stainton said that he was still working on the design and specification package but would have it ready shortly. He agreed with Selectman Beal that this bid specification package should be issued for all the work and that the successful bidder would act as General Contractor, arranging for subcontractors and specialty work as required.

APPOINTMENT OF ROAD COMMISSIONER (ITEM 6):

Chairman Beal indicated that he was expecting some word from Selectwoman McCormick concerning whether or not Edgar Blank of Islesford might want to undertake the position of Road Commissioner. Since Selectwoman McCormick was absent, the possibilities of appointing Mr. Blank was discussed positively and it was agreed that Selectman Beal would talk with him personally and should he accept, then the job was his. Additionally, Selectman Beal indicated that the position of Great Cranberry Harbor Master remained open and that he was not comfortable in reappointing last years Harbor Master due to potential liability and insurance issues. The Selectmen agreed that if Mr. Blank, who is already Islesford Harbor Master, wanted to also assume this additional responsibility the appointment was his. Selectman Stainton indicated that in order to provide transportation between the islands, he had a boat and motor that could be rented (or sold) to the Town for use by the Harbor Master.

[Note: Selectman Beal spoke with Orville E. Blank on 6 June 2002 and he accepted both positions: Great Cranberry Harbor Master and Town Road Commissioner. Appointment orders to this effect were prepared and forwarded to the Town Clerk for issuance.]

REVIEW OBD LICENSES & CHART (ITEM 7):

Chairman Beal present a chart developed by the Water Quality Department of the State of Maine Department of Marine Resources at his request. This state office visits the Cranberry Isles each quarter and takes marine water samples for testing as to quality, and for coliform or other bacteria infestations. Some areas of the Cranberry Isles are closed to shellfish harvesting due to "Overboard Discharge" systems involving septic systems. While these are licensed systems that are checked regularly for proper and safe operation, Federal clean water law

requires the closing of those marine areas where the discharges enter the sea. The following is a listing of those licensed systems existing within the Cranberry Isles:

<u>License #</u>	<u>Owners Name</u>	<u>Island</u>
1533	Dismore	Greening Island (for information only, not in Town)
2068	Fernald	Sutton Island
2128	Roberts	Great Cranberry
2186	The Isles	Islesford Island
2370	Bear Island	Bear Island
2392	Nevius	Sutton Island
3252	US Coast Guard	Bear Island
3895	Hartwin	Sutton Island
4687	Harvard University	Sutton Island
4688	Harvard University	Sutton Island
5914	Lord Family	Islesford Island
6749	Corley	Great Cranberry Island
6889	Ward	Great Cranberry Island
7257	Harrison	Islesford Island
7857	Wood	Sutton Island
7891	Wormser	Sutton Island

FINANCIAL WARRANTS (ITEM 8):

Three financial warrants were presented to the Selectmen for review and approval. Approval was granted after Treasurer Bartlett explained expenses for the police academy training of Josh Hardy and the wharf repair invoice for Chesterfield Associates, Inc.

School Bills:	\$13,113.08
General Bills	\$130,996.05
General Bills	<u>\$4,024.46</u>

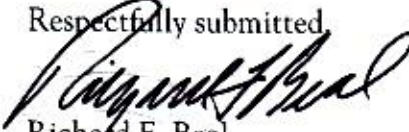
Total: \$148,133.59

ESTABLISH NEXT MEETING DATE AND ADJOURNMENT (ITEM 9):

In view of the several meetings to be undertaking with Town of Mount Desert officials in the next two weeks, and the pending vote on "Parking Waiting List policy" (Item 3), the Selectmen decided to hold a second June Meeting at Great Cranberry Island at the Community Center on the 19th of June 2002, beginning at 08:45 hours. The agenda for this meeting will be limited to the topics of parking and marine management in Northeast Harbor. On motion of Beal with second of Stainton the meeting was the adjourned for a private discussion with the Town Clerk.

Following a discussion with the Town Clerk, initiated by Selectman Beal, it was realized that significant attention is warranted regarding the storage of Town records and what is needed in the form of water and fire proof containers to enable the Town Clerk to adequately protect these records in her home. Currently the Town Clerk is being asked to store records dating back to 1850 with inadequate storage containers. This item will be placed on the agenda of the July 2002 for further discussion.

Respectfully submitted,



Richard F. Beal
Chairman, Board of Selectmen