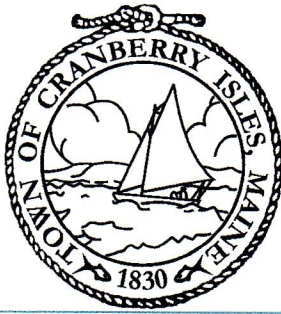


Selectmen

Richard F. Beal, Chairman  
David M. Stainton  
Orville E. Blank, Jr.



Town Clerk/ Treasurer  
Frances J. Bartlett  
P.O. Box 15, Main Street  
Islesford, Maine 04646

12/16/03

NOTICE OF BOARD  
OF  
SELECTMEN'S MEETING

A Board of Selectmen's Meeting will be held  
Wednesday, November 5<sup>th</sup>, 2003, commencing at 08:45 AM,  
at the Community Center, Great Cranberry Island

AGENDA

1. Review and approval of 7 October 2003 Board Minutes
2. Solid Waste Disposal, Specifications & Contract Content 12/15/03
3. Discussion/Audience Input re: Change of fiscal year from 1 Jan-30 Dec to 1 Jul - 30 Jun; 6 Month v. 18 Month transition  
~~Warrant Article~~
4. Operations Budget & Warrant Articles, Second Review for 2004
  - a. Persons desiring to make a budget request or propose a Warrant Article for consideration at the Town Meeting in March 2004 should make said presentation orally and in writing at this meeting.  
Sutton Fire
5. Audience Communications:
6. Approval of State documents presented by Treasurer  
GA ordinance  
contract  
income guidelines
7. Municipal Facilities Commission: Approval of Leases & Associated Topics
8. Review and approval of Treasurer's Financial Warrants.
9. Municipal Fire Protection (time permitting): Open discussion
10. Adjournment; next meeting 2 December 2003 at Little Cranberry Island

**Tuesday, 4 November 2003 is Election Day. Please VOTE!**

The public is encouraged to attend and participate.

Wednesday November 5, 2003

BOARD OF SELECTMEN MEETING

Town of Cranberry Isles, Maine

Time started: 9:00 AM

Attendees: All Selectmen and the Town Clerk, Ed Gray, Tony Frazzitta, Karin Whitney, Christopher White, Cynthia and Dan Lief, Michael Phillips, Malcolm Donald, Courtney Chaplin

**AGENDA:**

1. **Review and approval of 7 October 2003 Board Minutes:** Discussed the letter received from RDJ Appraisal dtd 29 October 2003 by Mr. Roger W. Peppard, Town Assessor. David Stainton motioned to accepted the premise of this letter and the approach proposed for corrective actions involved with establishing solid assessment records, with Edgar Blank seconding the motion. The RJD Appraisal letter is to be made part of this record and was passed by separate fax to the Selectmen and Town Clerk in the Chairman's FAX dtd 31 October 2003.

2. **Solid Waste Disposal, Specifications & Contract Content:** David Stainton reviewed his "Solid Waste Removal Proposal & Contract" dtd 1 November 2003, covering each of the significant points. A open question and answer procedure was followed so that audience members were able to participate in real time. Town Attorney Anthony Giunta is also reviewing the document. Cost of equipment, amortization of equipment, and costs to the contractor should the Town cancel the contract earlier than the 9 year limit was discussed. Dan Lief suggestion that costs associated with terminating a contract early and burden on the Town needs to be considered carefully. Michael Phillips, Sutton Island, provided a response to the financing questions associated with the contract and early termination. Disposal at EMR or other sites was briefed. Failure to perform with the Contractor unable to cure the default could result in the Town having to take over the facility and equipment; research required on the price of the equipment, assumed ownership by Town with no cost or partial price to the Town. Hazardous waste also discussed, with Tony Frazzitta telling the audience that we, the citizens, are bringing this hazardous waste onto the island and must bear the burden of getting rid of it themselves.

Dan Lief: What type of transfer station building will occur, is there guidance to the Contractor? Answer: no guidance to the contractor, its an open question for the moment. He would like to see some type of specification for the building in view of the location on Islesford. Building must be on town land with limited options for Islesford.

Malcolm Donald: What have we learned from work on the Sand/Salt Shed specification development? Solid Waste must be disconnected from the Fire Department building.

Eve Harrison: Need minimal sanitation specification and then get on with issuance of the proposal.

## Journal of Selectmen's Meeting Minutes

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Chris White: Could the fire station move?

Eve Harrison: Make a fire pond and skating rink should be considered for the Islesford gravel pit.

Chris White: Totally agree with Richard Beal and his statements on how the contract should be issued. Richard Beal: Contract specification should be wide open for the contractor to respond to and to demonstrate who has the best idea.

Courtney Chaplin: Mr. Chaplin disagreed with the Board Chairman, stating that the Town should specify everything, not leave it to the potential contractor.

Tony: Have the contractor use the available land only, no moving.

Barbara Fernald: Isn't the Fire Building a little "over qualified" to be a Solid Waste Building?

Chris White: Use the current location and the bidder proposes the best solution and presents it with associated costs. The Fire Department movement is a separate subject and should not be used as part of the current discussion.

**Motion by Beal:** Moves that the current specification (i) complete its review by the Town Attorney; (ii) that it be issued indicating no electrical requirement; (iii) that it have a basic sanitation clause; (iv) that the current Solid Waste contract be extended to 1 July 2004 and that there be a return date on the proposal of 16 December 2003. This motion was seconded and approved by the other Selectmen.

**3. Discussion/Audience Input re: Change of fiscal year from 1 Jan-30 DEC to 1 July - 30 June; 6 month v 18 month transition** Have the Town Meeting on 15th of August. or second Sunday of August. Provide options on the date.

**4. Operations Budget & Warrant Articles, Second Review for 2004:**

Need to put into budget the position of Assistant Town Clerk.

- a. Change the date of the meeting from 8 to 15 March 2004
- b. Need input from MFC on plan, due by 15 January 2004
- c. Hire a court reporter for the Town Meeting.

**5. Audience Communications:** None

**6. Approval of State documents presented by Treasurer:** No documents presented.

**7. Municipal Facilities Commission: Approval of Leases & Associated Topics:** Dropped as an Agenda item at request of MFC.

**8. Review and approval of Treasurer's Financial Warrants**

- |           |                |
|-----------|----------------|
| a. Bills  | \$1,387,993.20 |
| b. School | \$ 9,767.23    |
| c. School | \$ 11,760.68   |

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d. Bills	\$ 16,766.04
e. Bills	\$ 8,488.25
<b>Total:</b>	<b>\$1,434,775.20</b>

9. **Municipal Fire Protection (time permitting):** Little discussion due to time constraints. Each fire club is preparing a letter to the Board of Selectmen for use in developing a budget for the 2004 Fiscal Year, in addition to which the Chairman stated that he had prepared Article 22 for review and a vote at Town Meeting 2004 concerning institution of a Municipal Fire Department for the Town.

10. **Adjournment: next meeting 16 December 2003 at Little Cranberry Island.** While several audience members left to ride the 11:15 AM mail boat, this meeting did not conclude until 1:40 PM.