

BOARD OF SELECTMEN

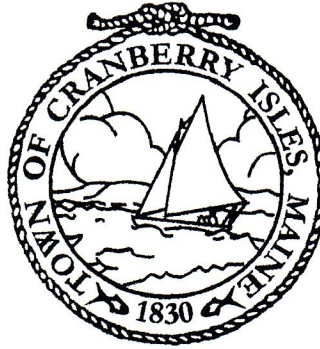
PHIL A. WHITNEY, CHAIRMAN

AARON W. GRAY

DANIEL S. LIEF

TOWN CLERK / TREASURER

DENISE McCORMICK



MUNICIPAL FACILITIES COMMISSION

HUGH SMALLWOOD, CHAIRMAN

MALCOLM DONALD, EVE HARRISON

JASON PICKERING, LISE PRATT

CHRIS WHITE

FACILITIES SUPERVISOR

BILL McGUINNESS

The Cranberry Isles Board of Selectmen Will Conduct Their Regular Monthly Meeting on Tuesday, October 3, 2006 at 0900 AM at the Ladies Aid Building, Great Cranberry Island, ME.

AGENDA

I Call To Order

II Review /Approval 9/5/06 Minutes

III Review / Signing Financial Warrants

IV Communications

A. Letter: Robin Richman

B. Letter: Ed Gray

V Appointments / Resignations:

A. Resignation: Hugh Smallwood – Municipal Facilities Commission

VI Old Business:

A. Discussion: Proposed ATV Ordinance

B. Report: Harbor Master Enforcement

C. Bids: Snow Plowing Contract - GCI

D. Report: E-911 Compliance Progress

- E. Report: League of Towns TABOR Workshop 9/27
- F. Status: Beal & Bunker Subsidy Research
- G. Discussion: Town Employee Salaries / Benefits Package

VII New Business:

- A. Report: Town Clerks Conference Attendance 9/19-20

VIII MFC Report:

- A. Town Offices
- B. Roads Maintenance
- C. Manset Maintenance
- D. Manset Business Development
- E. Parking Administration
- F. Town Property Inventory / Usage
- G. GCI Store / Public Restrooms
- H. Trash Disposal
- I. Wharves / Floats / Ramps / Harbors
- J. Grants
- K. Leases & Real Estate
- L. Budget & Warrants

IX Town Officer / Committee Reports

X Other Business

XI Audience Communications

XII Executive Session

XIII Adjournment

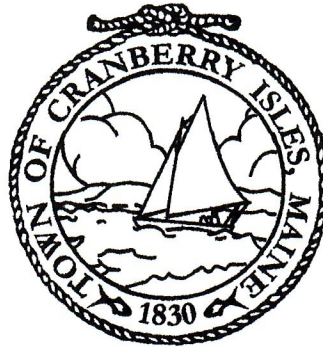
Please Note: Members of the Public Are Encouraged To Attend.

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**Board of Selectmen's Meeting Minutes
October 03, 2006
Great Cranberry Island Lady's Aid**

Attendance:

Phil Whitney, Chairman, B.O.S	Eve Harrison, M.F.C.
Dan Lief, B.O.S.	Chris White, M.F.C.
Aaron Gray, B.O.S.	Hal Newell
Denise McCormick, Town Clerk	Karin Whitney
Bill McGuinness, Facilities Supervisor	Ed Gray
Nanette Hadlock, Deputy Clerk	Debbie Wedge
Cyrus Moulton, Island Institute	Robin Richman

I. Call to Order: 9:00 A.M. by Chairman Phil Whitney

II. Review / Approval 09/05/06 Minutes

Phil Whitney moves to accept the 09/05/06 Board of Selectmen's Meeting Minutes as written. Aaron Gray seconds the motion, with a unanimous vote by Dan Lief. **Motion passes.**

III. Review / Signing Financial Warrants

Warrant #39: \$ 4420.39
Warrant #40: \$ 41968.74
Warrant #41: \$ 6773.78
Warrant #42: \$ 198533.27
Total: \$ 251696.18

All warrants were signed by the Selectmen.

IV. Communications

A. Letter: Robin Richman

The Board has received a letter from Robin Richman voicing concern over target practice on private property at Great Cranberry Island. Ms. Richman states at the meeting that the letter is not meant to be confrontational, but she and other

citizens are concerned with safety. She asks for information about the legality of people shooting on other residents' property.

It is customary for island hunters to target practice at times in the fall to get ready for the hunting season. According to Selectmen Whitney it is legal to shoot on other people's property unless the property is marked no trespassing / hunting or the property owner has verbally or otherwise asked individuals not to do so. There are no established shooting ranges in the Town of Cranberry Isles. At the June 07, 2005 Board of Selectmen's Meeting, it was voted to ban target practice on any town property. Ms. Richman suggests an ad hoc committee to research the issue and make suggestions for safe use. Selectman Lief recommends that the committee speak with individuals who shoot about what they think, and offers his assistance if needed. This will be discussed again at the November Board Meeting.

B. Letter: Ed Gray

Great Cranberry Resident Ed Gray has sent a letter to the Board in regard to two separate issues that he would like to see placed on the warrant for the next annual town meeting in March, and also how to go about doing so.

- 1) To see if the voters will vote to sell the Marsh Building in Manset and use the proceeds to retire debt from the purchase of the Manset property.
- 2) To call for a moratorium on any future town ordinances until the town can show the ability to enforce them. This would be determined by the voters at a future town meeting.

It has been recommended by the MFC to wait for the current Marsh lease to expire before making any decisions on what to do with the building. There is also a wait time for paying off bonds on the Manset Property.

Mr. Gray states at the meeting that he fully believes in simplifying town Government, and if the Marsh property were to sell, the proceed could be used to relieve some other town debt. As for the moratorium on ordinances, he states that there is no credibility to the ordinance when they are not enforced after being passed. Selectman Lief does not want uniformed police officers with guns; a friendly place, with some rules, but not too many.

Town Clerk Denise McCormick informs the meeting that a formal legal petition with signatures equaling ten percent of the voters in the last gubernatorial election, or 21 voters at this time, would be needed. Each of the two issues would require a separate petition. Bill McGuinness also adds that the wording of the petition article is important for legal reasons.

Selectman Lief recommends that leases should be reviewed every two to three months, checking their status. He suggests that he and Denise could do this on a regular basis.

V. Appointments / Resignations

The Board of Selectmen accepts with regret the resignation letter from MFC Chairman Hugh Smallwood.

Selectman Lief wishes to formally thank Mr. Smallwood for helping to develop the Municipal Facilities Commission and also for his help with setting up the new Trio computerized treasury system.

Selectman Whitney states that he has been pleased to work with Hugh Smallwood, and much has been accomplished in the last eighteen months.

Dan Lief questions the future of the MFC. If changes were to be made, how could this be done?

Phil Whitney explains that the voters would decide at town meeting. Mr. Lief personally feels a need for change, and would like to see volunteerism encouraged in a different way. Voters decided to amend the MFC Charter at the last town meeting. Bill McGuinness suggests amending the charter again. One problem with the charter is that no vacancy on the commission can be filled except by voters at a town meeting. A teleconference MFC Meeting was held on September 28, 2006 to appoint a new chairman. None of the current members were interested in being the chairperson.

Dan Lief moves that Bill McGuinness henceforth report directly to the Board of Selectmen, as opposed to the MFC Chairman, and to continue under the guidance of the Board of Selectmen in working with the MFC. Aaron Gray seconds the motion, with Phil Whitney opposed. **Motion passes.**

VI. Old Business

A. Discussion: Proposed ATV Ordinance

This discussion was continued from the August Board Meeting. Dan Lief was asked to research this issue further, but has no further information at this time. One of the issues is that ATV operators cannot be forced to provide insurance, as they are registered through the Department of Inland Fisheries and Wildlife, who does not require insurance for registration. The Town Clerk has recently spoken with William Swan from the Department of I. F. & W. and he suggests we go to the legislature and ask them to make ATVs Island Use Vehicles.

Selectman Lief suggests contacting the Island Institute and the Island Coalition for assistance with this.

Selectman Whitney informs the meeting that a visit is expected next week from Representative Ted Koffman, and this might be a chance to discuss this issue with him.

B. Report: Harbormaster Enforcement

Dan Lief has spoken with Islesford Harbormaster Edgar Blank about enforcement duties of the harbormaster position. Mr. Blank wishes to continue with the position, but selectmen are not sure if enforcement can be expected. Phil Whitney reports that no quarterly reports have been filed by Islesford Harbormaster, and he has attended only one harbor ordinance committee meeting this far.

Selectman Lief suggests that if Mr. Blank does not attend the next harbor ordinance committee meeting, that the Board consider holding the harbormaster pay until the end of the year for chance of improvement. Selectman Whitney is willing to wait until reappointments are made.

C. Bids: Snow Plowing Contract

One bid has been received for the snow plowing contract at GCI. Blair Colby submitted a bid for \$37,398.00, approximately a forty percent increase over last year's contract with Mr. Colby. Bill McGuinness has questions of the bid in regard to the reason for such an increase this year, and also individual totals on the contract do not add up correctly to the contract price. Bill McGuinness will speak with Mr. Colby who has done a good job for the town over the past three years. Discussion will be continued until the November Board Meeting, however, time is of the essence and the board would like to move forward. A special board meeting will be scheduled if necessary.

D. Report: E-911 Compliance Progress

Bill McGuinness has spoken with the Director of the Maine E-911 Bureau and Pete Coughlin from the Department of Transportation who have given the go ahead to measure the roads at Islesford for numbering. This is the only step left for Islesford to be E-911 compliant. Bill has ordered the measuring wheel and will commence work on measuring and numbering soon.

Nan Hadlock and Phil Whitney will meet again to go over the private road naming at GCI and to finalize the letter for sending to private road residents.

E. Report: League of Towns TABOR Workshop 9/27

Phil Whitney attended the TABOR workshop on September 27, 2006. The League of Towns suggests voting against TABOR at the November referendum.

F. Status: Beal & Bunker Subsidy Research

Hal Newell and Dan Lief are representatives of the Town who will work on this issue. A meeting with David Bunker, Wilfred Bunker, or a representative of Beal and Bunker has not taken place as of yet. Some detailed information has been received by the board from Beal and Bunker. Hopefully there will be a report at the next Selectmen's Meeting.

G. Discussion: Town Employee Salaries / Benefit Package

- Chairman Phil Whitney informs town employees that if any of them start to feel uncomfortable about the public discussion of this item, he or she may request to go into executive session at any time.
- Selectman Lief suggested at the last board meeting that he feels that full time salaried town employees need health benefits provided for them.
- Maine Municipal Association (MMA) offers health benefits through a public health trust. Information is being sent to the town office.
- Town Clerk is requested to research this further in the next thirty days as to what benefits are available and costs involved for the employee and the town. Selectman Lief requests that the clerk also inquire about health insurance through the town's current insurance provider, L.S. Robinson Agency, and also to take a look at statewide, countywide, and M.D.I. wide benefits provided to town employees.
- Selectman Lief further states that he feels that the Facilities Supervisor position should be a salaried position with benefits, as opposed to an hourly paid position. The town has currently approved up to \$40,000.00 for pay for the position. In 2005, Bill McGuinness earned approximately \$28,000.00 as an hourly employee. Mr. Lief states that the Facilities Supervisor may expect more hours spent on the job, and more responsibility. More discussion is expected at the November Board of Selectmen's Meeting.

VII. New Business

A. Report: Town Clerk's Conference Attendance 09/19

Denise McCormick and Nanette Hadlock attended the Maine Town and City Clerks Association Clerk's Networking Day in Waterville on September 19, 2006. The day's agenda included state representatives from the Office of Elections, Vital Statistics, and the Department of Inland Fisheries and Wildlife. Much of the program dealt with the new election laws which will be in effect for the November election. It was a great chance to meet other state clerks, discuss issues of the position, and share solutions. (The lunch was awesome, too)!

VIII. MFC Report

A. Town Offices

- The new fire-proof safe has been manufactured for the town office. Normumbega Storage is holding it for us until we are ready for it to be installed.
Bill McGuinness is given permission by the board to hire a carpenter to reinforce the townhouse porch and floor.
Dan Lief moves to have Bill McGuinness proceed with hiring and getting work done for the safe, and to spend up to \$1500.00. Phil Whitney seconds the motion. **Motion passes.**
- Selectman Lief would like the board to consider cutting business hours at the town office to three days per week. He is not suggesting cutting down employee work hours, just open-for-business hours.

B. Roads Maintenance

The Department of Transportation, (DOT) has recommended an experimental pothole filler from Chemical Resource Company. Bill McGuinness will order some and try it for some of the pothole filling.

C. Manset Maintenance

- Bill McGuinness has been on the phone weekly with PDQ Doors, who is manufacturing the new door at the Manset Warehouse Building. So far, we have no progress.
- It has come to the board's attention that Manset Yacht Yard has been using the Cranberry Isles ramp at Manset for their business haul outs. The MFC recommends a letter from our selectmen to Manset Yacht Yard suggesting restitution for use of the ramp.

D. Manset Business Development

No communication at this time.

E. Parking Administration

Residents are reminded that the last day for off island assigned parking is Sunday, October 15, 2006. Residents are also reminded that the Cranberry Cove Boat will cease service for the season on Saturday, October 14, 2006. A public notice will be posted.

F. Town Property Inventory /Usage

- A-4 Architects is in the process of completing a rendered drawing of the Islesford Town Garage property and its proposed uses.
- Bill McGuinness has found that it would be appropriate to use the existing cement pad at the GCI Gravel pit for the sand and salt shed. The Board of Selectmen approves Bill to go forward with bidding the job for sand / salt shed construction.

G. GCI Store / Public Restrooms

Karen Whitney reports that someone keeps turning the heat up and the chimney flue had been opened with ashes spilling onto the floor at the Manset restroom.

H. Trash Disposal

Abutting resident Ellen Gellerstedt is interested in seeing the drawing of the Islesford Town Garage property and its proposed uses before making her decision about signing off for a transfer station at the site.

I. Wharves / Floats / Ramps / Harbors

- The next meeting of the Harbor Ordinance Committee will be held on Thursday, October 5, 2006 at Islesford. (*Since the selectmen's meeting, the date of the next Harbor Ordinance Committee meeting has been postponed until October 17, 2006*).
- MFC Representative Eve Harrison will further research a request from Sutton Island Resident Dan Wigutow, asking the town to consider building a new Sutton Island Dock east of the existing town dock. He also requests the consideration of a second float for Sutton Island for dinghy tie up. (see September 05, 2006 BOS meeting minutes). Discussion will resume at the November BOS Meeting.

J. Grants

- The Town has received approval from the Department of Environmental Protection for the SHIP Grant. This means bid specs can now be developed for the GCI Ramp and three finger floats.
- The Town Treasurer asks about paying the Kleinsmidt bill, which is accruing interest each month. If the town pays the bill at this time, the D.O.T. grant will not cover the bill.

K. Leases & Real Estate

No communication at this time.

L. Budget & Warrants

The budget and warrant committee will start work soon on the proposed budget / warrants for the 2007 annual town meeting. Committee members include Dan Lief, Frank Reece, Denise McCormick, Chris White, and Malcolm Donald. Due to the resignation of Hugh Smallwood, someone must be appointed to work on the Department 58 (MFC) budget. Denise McCormick suggests asking Hal Newell work on this department. The Board of Selectmen agrees.

IX. Town Officer / Committee Reports

July through September quarterly reports are due to the Selectmen for this month's meeting. Thank you to the following individuals who submitted reports:

Phil Whitney: Constable
Deborah Wedge: Animal Control Officer
Rodney Wimer: Constable
Robert Phillips: Shellfish Warden
Ruth Westphal: Health Officer
Nan Hadlock: Planning Board
Eve Harrison: Board of Appeals
Beverly Sanborn: Board of Assessment Review / League of Towns
Malcolm Donald: Island Coalition
Island Institute: Cyrus Moulton
Jason Pickering: Road Commissioner
Richard Howland: Constable
Cynthia Lief: Acadia Disposal District
Nan Hadlock: School Board

Quarterly reports have yet to be received from Islesford Harbormaster, GCI Harbormaster, Zone 1 GCI Fire Department, and Zone 2 Islesford Fire Department.

X. Other Business

- The Town of Cranberry Isles has received a third place award of excellence from the Maine Municipal Association for our 2005 town report. Denise McCormick states “kudos” to Nan Hadlock and Phil Whitney who worked very hard on last year’s report.
- The Selectmen and Town Clerk have received a request from Deputy Town Clerk Nan Hadlock for an unpaid leave of absence from February 10 through February 25, 2007. The leave of absence is approved by the board and the town clerk.
- The town has received a letter from the church diocese in regard to a rental increase for the Joy Lot in Northeast Harbor for the 2007 season. The increase is from \$2000.00 this year to \$4000.00 for next year.
- The facilities supervisor has received an email letter from Lorraine Bracy of GCI, voicing her and other people’s concerns about Karin Whitney leaving notes on cars and boats about parking issues. There is some town support for the monitoring of parking by Karin Whitney, (see M.F.C. Minutes 05/27/06 and 07/29/06). Mrs. Whitney’s process for reporting violations was to write down the registration number of the violating vehicle, and report the information to Facilities Supervisor Bill McGuinness. Mrs. Whitney states she “has never called anyone but Bill McGuinness in regard to parking.” A template had been prepared at the town office for her use in leaving notices on vehicles that were illegally parked at the Manset Lot. Bill McGuinness wrote a letter of reply to Mrs. Bracy, thanking her for her input. The Board agrees that specific enforcement will be addressed for the next parking season.
- Due to election day on November 07, the Registrar of Voters, Denise McCormick has requested the board meeting date be changed. Dan Lief moves to set the date for the November Board of Selectmen’s Meeting on Thursday, November 02, 2006. Aaron Gray seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**

XI. Audience Communications

No communications at this time.

XII. Executive Session

None requested.

XIII. Adjournment- 1:55 P.M.

Aaron Gray moves to adjourn the meeting. Phil Whitney seconds the motion, with a unanimous vote by Dan Lief. **Motion passes.**

The next Board of Selectmen’s Meeting will be on Thursday, November 02, 2006 at Islesford.

Note: Members of the public are encouraged to attend.