

Tuesday February 3, 2004

BOARD OF SELECTMEN'S MEETING
Town of Cranberry Isles, Maine

Attendees: Selectmen Beal and Blank, Town Clerk Frances Bartlett, Karin & Phil Whitney, Eve Harrison, Malcolm Donald and Jesse Minor

Meeting Opened at:8:33 AM

AGENDA:

1. Review and approval of 6 January 2004 Board Minutes:

Motioned by Selectman Blank to accept the minutes as written. Minutes accepted as written.

2. Operations Budget & Warrant Articles, Fifth Review for 2004, and approval.

Approval of Selectmen's Letter for Town Report: Both documents signed, with an attesting by the Town Clerk. These documents will be included in the Town Report and forwarded to Pioneer Print in the next few days for publication.

3. Discussion on Training of Paramedic for Islesford. Selectman Beal read the requirements lists for any individual wishing to volunteer and participate in training to become an EMT. The information was provided by the Northeastern Maine EMS Training Service in Bangor. Cost is \$550 for the school plus \$61 for books. The Chairman of the Board of Selectmen has received a letter of interest in this program from Jason Pickering, who is currently in San Diego but will be returning to Islesford in the Spring.

4. Review and approval of Treasurer's Financial Warrants: Following warrants approved for payment in the sums of:

School:	\$34,994.27
Manset	\$18,173.56
General Bills:	\$112,803.19

5. Review of tasking for Town Assessor in 2004: In a letter dated 20 January 2004 RJD Appraisal, Inc. proposed to perform the following services which were approved by Selectmen Beal and Blank. Selectman Stainton also was provided with a copy of this letter prior to his trip to Canada and indicated that he concurred with the proposal. RJD Functions proposed,

Journal of Selectmen's Meeting Minutes

but not limited to, are:

- a. Providing "Trio" computerized tax bills, commitment collector's and work books, postage and mailings.
- b. Spring assessing (new construction and alterations)
- c. Mapping which includes reading all deeds, plotting corrections and new land splits onto tax maps, drafting tax map mylars and providing new 24" X 36" and 11" X 17" paper prints.
- d. Day a month (on the island) to answer tax payer questions and process complaints.
- e. Process Tree Growth and Farmland/Open Space applications and penalties, Veteran exemption applications.
- f. Perform a quarterly review of buildings in the Town of Cranberry Isles.
- g. Within the quarterly review list and assess exempt buildings (previously not assessed).
- h. Perform personal property assessments when needed.

The Town is requested to:

- a. Provide a working place on the island (Old Town office on Great Cranberry Island has been provided with FAX and Phone: 207-244-7755).
- b. Provide a list of new building construction. (on going by Town officials)
- c. Provide boat transportation (once on the Cranberry and from island to island) (on going with payment by Town Treasurer)
- d. Provide address changes (on going by Town Clerk)
- e. Process homestead exemptions (help from RJD) (on going by Town Clerk)
- f. Provide office staffing help. (being addressed in Town Warrant 2004 - Deputy Town Clerk)
- g. Pay RJD expenses for ferry travel and overnight lodging if required) (approved by Selectmen)
- h. Pay RJD in monthly installments (approved by Selectmen)

6. Audience Communications

- a. Manset property: Phil Whitney made comment that there should be a monthly presentation by the MFC as to status of the property, problems, and how the property is progressing. The Chairman of the MFC, Malcolm Donald, was present and took the suggestion under advisement.

7. Adjournment at 11:16 AM; next meeting date to be determined if not immediately following the Town Meeting in March 2004.