

## **Board of Selectmen** **Meeting Minutes**

**7 June 1999**

The Board of Selectmen for the Town of Cranberry Isles met in regular monthly session at the Islesford Neighborhood House, Islesford. The meeting commenced at 8:45 AM and concluded at 10:30 AM with all selectmen present, along with three residents and two non-residents. Two treasurer's warrants were presented and approved in the amounts of \$7,788.57 and \$15,680.99 for the payment of bills. Other town business was conducted pursuant to the published June 1999 agenda and recorded herewith:

- 1. Trash Collection Contract, bid parameters for trash and recyclables:** Chairman Chaplin abstained from discussion of the issue on grounds of potential conflict of interest. Her husband, Courtney Chaplin, was present and contributed to the discussion along with other town residents. There was general agreement that improvement in the collection, storage, and removal of recyclables is required. Additionally, any new bid proposal is to contain specific requirements that the contractor provide containers for residents to deposit their recyclable materials, that all materials are to be removed monthly from each island, a firm schedule is to be made available for pickup and removal of trash and recyclables, and that the bid proposals treat Great Cranberry and Islesford as separate town contracts. Each island could potentially have two different contractors: one for trash and one for recyclables, or one contractor could win all four proposals and cover both islands for both trash and recyclables. Selectman Beal was tasked to develop and issue the new bid proposals. In the interim, on motion of Beal the current trash and recyclable contract with Ed Gray has been extended for an additional 60 days.
- 2. Pier Repairs, Islesford (Work in Progress status):** Material necessary to repair or replace support structures underneath the Islesford dock have arrived and Courtney Chaplin will begin this work shortly. Selectman Beal inquired as to the number of

pilings that the town had in reserve and found that only one on Great Cranberry was available. On motion of Beal and approved, five additional pilings will be ordered for future use. Great Cranberry already has one broken piling which Mr. Chaplin will be replacing in the near future.

**3. Ditching and road work, Great Cranberry (Work in Progress status):** Ditching commenced on Monday, 31 May, and will probably continue until about the 16<sup>th</sup> of June. As of the 7 June the majority of the Main Road had been completed except for the replacement of two culverts. Six replacement culverts are required for Great Cranberry and Selectman Beal indicated that unless there was an objection he would order the new culverts and include them into the current work package. *[Note: Six culverts were ordered later this date for delivery by barge on 11 June.]*

**4. Concealed weapons permits: Procedures for processing:** Chairman Chaplin reported on her efforts as well as the work undertaken by Town Clerk Frances Bartlett to obtain all information as to procedures for issuance of concealed weapons permits, particularly when there is no established Police Department or full time law enforcement agency within the Town. Chairman Chaplin indicated that only one Cranberry Isles resident is currently authorized to carry a concealed weapon and that is Arthur Bunker of Great Cranberry. All other permits have expired. Following extensive discussions with the Maine State Police, Chairman Chaplin proposed that the Town assign the function of permit issuance to the Maine State Police. Under law, this option is available to municipal governments that do not have an organized or established police force. A document covering this transfer of responsibility was presented as part of a motion by Chairman Chaplin with approval and signatures (SEAL) by the selectmen. This transfer can be terminated upon 60 days notification by either party. *[Note: As of 7 June 1999 all Cranberry Isles residents wishing a concealed weapons permit must write directly to the Maine State Police for forms, processing, and approval of their requests.]*

**5. Sutton Island - Trimming and moving of paths:** Selectman Beal recently visited Sutton Island and inquired as to procedures for taking care of the Town's paths. Having asked the question, the response is for Selectman Beal to take care of the matter as part of his "Road Commissioner" duties for Great Cranberry Island.

**6. Shellfish Conservation/Harvesting Ordinance - Committee Member selection:** A non-resident attending the meeting reported that there had been heavy clamming activity recently at Islesford by "outsiders" and Barbara Stainton also reported seeing clammers arrive in the Great Cranberry pool digging for clams between tides. The Town does not have a current Shellfish Conservation/Harvesting Ordinance, however, similar ordinances from Brooklin, Eastport and Harrington have been obtained by Selectman Beal since they were recently approved by the towns concerned and are a model for the Town of Cranberry Isles. State statutes require the Town to appoint a Shellfish Committee and work with the State Marine Resource Director for the purpose of drafting all shellfish conservation ordinances. Accordingly, the Board of

Selectmen appointed the following individuals as the Town's Shellfish Conservation Committee: Tim Moran and Rick Alley, Islesford; Harry Alley and Richard Beal, Great Cranberry.

**7. Other items at the pleasure of individual Selectmen:**

**a. Town Hall, Great Cranberry:** Selectman Beal presented the request of Sonja Colby to use the Town Hall on Great Cranberry, 28 August, for the purpose of holding a birthday party and small dance. Some cleaning is required which will be undertaken by Ms. Colby. Selectman Phillips inquired as to the safety factor in holding a dance in the hall for a large amount of people. For the number of people involved this should not be a problem. The request was approved.

**b. CIRT Documentation Approval:** Selectman Beal introduced Barbara Stainton from Great Cranberry and indicated that she was present to obtain approval signatures on a number of documents related to the Cranberry Isles Realty Trust and the Community Development Block Grant which has been recently approved for CIRT. Following Mrs. Stainton's presentation the below listed documents were presented and signed with the great Seal of the Town being applied where indicated:

- 1) Appointment of Matthew Skolnikoff as CDBG Program Administrator (Phase II), CDBG Program Environmental Review Officer, and CDBG Program Relocation Assistance Officer. (SEAL)
- 2) Review and approval of a Phase II CDBG Administration Contract with Matthew Skolnikoff.
- 3) Fair Housing Resolution: Reviewed and approved by Selectmen.
- 4) Fair Housing Self Assessment: Reviewed and approved by Selectmen
- 5) Residential Anti-Displacement & Relocation Assistance Plan: Reviewed and approved by Selectmen
- 6) Disclosure & Update Report: Reviewed and approved by Selectmen
- 7) Standards of Conduct: This document describes the standards of conduct for CDBG Program related decisions, reviews, etc., and is applicable to the Selectmen, the Committee, and Administrator in relation to all CDBG related matters. It covers conflict of interest, financial procedures, bidding procedures and overall fairness. This document was reviewed and approved by the Selectmen. (SEAL)

**c. Blue Duck Public Toilets:** Chairman Chaplin indicated that there are no toilets at the pier restaurant and that historically the Town has made a donation to Acadia National Park for the privilege of using their public restrooms, then in turn patrons at the pier restaurant would be able to use these facilities. On motion of Beal and approved by Phillips, Chairman Chaplin was authorized to enter into an arrangement with Park officials on


behalf of the Town similar to past years.

- d. **Public Restroom on Great Cranberry:** Selectmen Beal indicated the current condition of the Town's public restroom facility in the Town parking lot as being totally unacceptable for use by visitor or resident. It is essentially a toilet seat set on top of a metal tube leading to an open septic/holding tank. This is hardly the way to greet people to the island! On motion of Beal and approved by Chaplin and Phillips, Selectman Beal will try to find a solution such that no resident would be embarrassed to direct a visitor or family member to this Town facility.
  
- e. **Ditching on Islesford's Merrill Road:** During the discussion of ditching work on Great Cranberry, a side discussion developed concerning ditching and road conditions for Merrill Road on Islesford. Selectman Phillips and Courtney Chaplin offered their opinions on current conditions with actions they recommended to bring this road up to Town standards for an unpaved surface. On motion of Beal and approved by the Selectmen it was decided that:
  - a. the Town should hire a contractor to bring out a grader and sufficient fill/gravel to smooth out the road, and
  
  - b. hire a contractor to complete the ditching on this road.

Selectman Phillips as Islesford's Road Commissioner will arrange and coordinate this Merrill Road activity.

- f. **Constable for Great Cranberry:** Selectman Beal indicated that several residents on Great Cranberry were beginning to circulate a petition to the Town Selectmen asking that Selectman Beal be reappointed as Constable. Selectwoman Chaplin indicated that the earlier discussion with lawyers for the Maine Municipal Association had ended with an opinion that there was a potential conflict since Selectmen are the persons setting policy and should not hold other town positions. Upon request of Selectman Beal, the Chairman was requested to go back to the lawyers and discuss the situation in depth for a second opinion. *(Note: Selectwoman Chaplin reports that the MMA indicated that there was in fact no statutory reason to prevent appointing Selectman Beal as a Constable, however, a letter to him indicating the parameters of his responsibilities would be appropriate for inclusion in the Town files. Selectwoman Chaplin will draft this letter and Beal will be reappointed.)*

The meeting concluded with a decision to hold the next Board of Selectmen's meeting on 12 July at 9:00 AM in the Town Office on Great Cranberry Island.



Richard F. Beal  
Selectman (Secretary)

cc:  
Town Clerk (Permanent File)