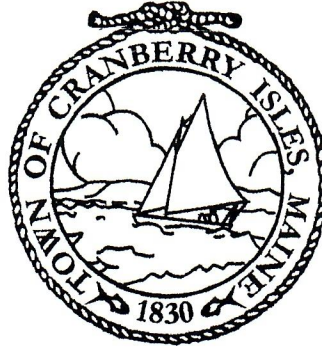


BOARD OF SELECTMEN

PHIL A. WHITNEY, CHAIRMAN
AARON W. GRAY
DANIEL S. LIEF

TOWN CLERK / TREASURER

DENISE McCORMICK



MUNICIPAL FACILITIES COMMISSION

MALCOLM DONALD, EVE HARRISON
JASON PICKERING, LISE PRATT
FRANK REECE, CHRIS WHITE

FACILITIES SUPERVISOR

BILL McGUINNESS

NOTICE

The Cranberry Isles Board of Selectmen Will Conduct Their Regular Monthly Meeting on Tuesday, February 6, 2007 at 0845AM at the Community Center, Great Cranberry Island, ME.

AGENDA

- I Call To Order
- II Review / Approval 1/09/07 Minutes
- III Review / Signing Financial Warrants
- IV Communications:
 - A. Letter: Town Attorney Hourly Fee Increase
 - B. Letter: Islesford Neighborhood House Use Policy
 - C. Thank You Letter: MDI YMCA Donation
 - D. Thank You Letter: Bread of Life Food Pantry Donation
 - E. Thank You Letter: Hospice of Hancock County
 - F. Thank You Letter: Swans Island Bread of Life Food Pantry
 - G. Submerged Lands Application: Harvard University Dock
 - H. Submerged Lands Application: Fir Lee LLC & Farmhouse Realty Trust
- V Audience Communications

VI Old Business:

- A. Report: GCI Firearms Issues Research
- A. Report: Harbor Ordinance Public Hearings

VII New Business:

- A. Request: GCI Historical Society

VIII MFC Report:

- A. Town Office
- 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 Other Business

X Executive Session

XI Workshop:

- A. Final Budget Review
- B. Final Warrant Review
- C. Final Town Report Review

XII Adjournment

**Board of Selectmen's Meeting Minutes
February 06, 2007
Great Cranberry Island Community Center**

Attendance:

Phil Whitney, B.O.S. Chair

Dan Lief, B.O.S.

Aaron Gray, B.O.S.

Denise McCormick, Town Clerk

Bill McGuinness, Facilities Supervisor

Nanette Hadlock, Deputy Clerk

Eric Dyer, Island Institute

Sheila Krasnow

Courtney Chaplin

Bruce Komusin

Karin Whitney

Robin Richman

I. Call to Order: 8:46 A.M. by Chairman Phil Whitney.

II. Review / Approval 01/09/07 Minutes

Aaron Gray moves to accept the 01/09/07 Board of Selectmen's Meeting Minutes as written. Phil Whitney seconds the motion, with a unanimous vote by Dan Lief.

Motion passes.

III. Review / Signing Financial Warrants

Warrant # 03: \$ 3394.91

Warrant # 04: \$ 31100.14

Warrant # 05: \$ 4437.67

Warrant # 06: \$ 27642.58

Total: \$ 66575.30

All warrants were signed by the Selectmen.

IV. Communications

A. Letter: Town Attorney Hourly Fee Increase

A letter has been received by the selectmen from Town Attorney Anthony Giunta giving notice that effective January 07, 2007 he is raising his hourly rate on new matters to \$210.00 per hour for non-municipal legal representation, and \$190.00 per hour for municipal legal representation. The Town of Cranberry Isles has been paying \$120.00 per hour for municipal business since September 2001. "Although this office has increased its hourly rate several times, I have never increased the rate to Cranberry Isles." (Giunta) Selectman Lief and Selectman Gray suggest that after town meeting in March that the Town research who represents other local towns, and compare rates of attorneys.

B. Letter: Islesford Neighborhood House Policy

A letter has been received by the selectmen from the Islesford Neighborhood House Association to clarify the procedure for scheduling. Skip Stevens of Islesford is the I.N.H.A. keeper of the calendar, and can be reached at 244-3619. The building is not to be used without knowledge of the I.N.H.A.

Board. Board members include Christine Sandberg, Joy Sprague, Amy Palmer, and Sheila Krasnow.

C. Thank You Letter: MDI YMCA Donation

A thank you letter has been received by the Town Treasurer for the \$100.00 donation made by The Town of Cranberry Isles to the MDI YMCA.

D. Thank You Letter: Bread of Life Food Pantry

A thank you letter has been received from Gary A. DeLong, Director of the Maine Sea Coast Mission on behalf of the Bread of Life Food Pantry on Swans Island for the donation of \$150.00. An additional thank you letter for the same donation has also been received from Rev. Ken Dutille, Director of the Bread of Life Food Pantry.

E. Thank You Letter: Hospice of Hancock County

A thank you letter has been received from Hospice of Hancock County for the donation made by the Town of Cranberry Isles in the amount of \$500.00.

F. Thank You Letter: Swans Island Bread of Life Food Pantry

Previously discussed under IV, D.

G. Submerged Lands Application: Harvard University Dock

The Town of Cranberry Isles has received a letter from the Bureau of Parks and Lands for comment on an application from Harvard University for a new conveyance to maintain their existing structure (ramp and float) on submerged public lands, Tax Map 31, Lot 02, Sutton Island. The structure has been in place since 1975, and the easement expired on October 01, 2005. There are no comments or objections from the Board of Selectmen.

H. Submerged Lands Application: Fir Lee LLC & Farmhouse Realty Trust

The Town of Cranberry Isles has received a letter from the Bureau of Parks and Lands for comment on an application from Fir Lee LLC and Farmhouse Realty Trust for new conveyance to maintain their existing structure (pier, ramp and float) on public submerged lands. The structure has been in place since 1975 and the easement expired on October 01, 2005. There are no comments or objections from the Board of Selectmen.

V. Audience Communications

No communication at this time.

VI. Old Business

A. Report: GCI Firearms Issues Research

Island Institute Fellow Eric Dyer has been doing some research on ordinances on possible limitations on firearms issues for the town. Mr. Dyer has looked at various other town ordinances dealing with firearms which include four towns in southern Maine. These ordinances are described as short, concise, and approximately two pages each. He suggests public hearings on the issue are a first start in the process. Common elements of firearms ordinances include:

- Purpose (optional)
- Severability (optional)
- Definitions

- Restrictions
- Exceptions
- Penalties

Types of regulation within an ordinance can be classified as:

1. Behavioral- The way in which a weapon is discharged, including requesting permission beforehand.
2. Categorical- The type of weapons which are permitted or restricted.
3. Geographical- Where shooting (and the projectile) is permitted or restricted.
 - a. By Defined Area- Within Specified Bounds
 - b. By Buffer- Within a certain distance of a given point or points.
(The Town of Biddeford has a map showing buffer zone for shooting)

Research continues with the Commissioner of Inland Fisheries and Wildlife, and also with Ricky Alley who was involved with the hunting permitted process at Cranberry Isles. Selectman Lief suggests that Eric meet with people who feel a need for this, and to come up with some structure, possibly three alternate proposals before scheduling a public hearing. The Board asks that this be discussed again at the April Board of Selectmen's Meeting to hear a strategy on how to go forward.

B. Report: Harbor Ordinance Public Hearings

- Both hearings on G.C.I. and Islesford have been held in relation to the proposed Harbor Management Ordinance which will be included on the March Town Meeting warrant. Final copies of the proposed ordinance will be forwarded to islesford.com and cranberryisles.com, as well as to Islesford and Great Cranberry Libraries and Post Offices. Copies may also be requested through the Cranberry Isles Town Office.
- Facilities Supervisor, Bill McGuinness suggests that if any public hearings are necessary for the 2008 town meeting, that the hearings be scheduled earlier in the season to allow for proper warrant preparation time.

VII. New Business

A. Request: GCI Historical Society

- Great Cranberry Island Historical Society Treasurer Bruce Komusin speaks for the society in regard to a request for funds from the town in order to finish some work on the Cranberry House at G.C.I. The building is to be the new home of the historical society, with a museum on the first floor, and a cultural center on the second floor. Some needs of the historical society building that were addressed include a handicap ramp access; fill for the front yard; and a proposed lift for access to the second floor. The request for funds from the town is in the amount of \$2000.00.

- Town Clerk / Treasurer Denise McCormick advises that the request is not included in the budget as written, which is to be approved by the Board of Selectmen at today's meeting.
Alternative ways to approach this request are:
 - Schedule a special Board of Selectmen's Meeting to sign the new town meeting warrant.
 - Take the money out of the Selectmen's Contingency Fund.
 - The amount can be amended to the line item budget portion of the warrant at town meeting, but not as a warrant question.

The Board of Selectmen agrees to table this discussion until town meeting, and to let the voters decide on the request.

VIII. MFC Report

A. Town Office

Town office employees have a written request to close the town office for the week of February 19-23, 2007, so that some interior work may be performed at the town office. One project includes the painting of the office floors, which would be very difficult with people coming and going. Phone messages will be checked daily and answered throughout the day. Mail will be processed as usual. The Board of Selectmen give permission for this request.

B. Roads Maintenance

- Road Commissioner Jason Pickering and Facilities Supervisor Bill McGuinness plan to wait for some warmer weather to do pothole filling on Islesford and Great Cranberry. Some gravel has been filled in some of the potholes on Harding Point Road at GCI.
- Work is in progress by John Goodwin on the GCI Sand and Salt Shed.

C. Manset Maintenance

No communications at this time.

D. Manset Business Development

No communications at this time.

E. Parking Administration

No communications at this time.

F. Town Property Inventory / Usage

No communications at this time.

G. GCI Store / Public Restrooms

The GCI public restroom appears to need a pumping and Haslam Septic has been notified. Proper procedure for this to be set up in the future is for Chris White to call the Facilities Supervisor, who will schedule the pumping.

H. Trash Disposal

A Memo of Understanding has been prepared by the facilities supervisor to be forwarded to the five abutting landowners of the Islesford Recycling Center, in regard to the proposed transfer station site. The Memo is a

commitment from the Town of Cranberry Isles to always keep the transfer station running clean, and to meet or exceed the current standards used. The memo of understanding was drafted by Town Attorney Anthony Giunta.

I. Wharves / Floats / Ramps / Harbors

Completed bid specs for the construction of three finger floats, (one each for GCI, Islesford, and Sutton Island and a gangway for GCI), have been approved by the State. Work with the bidding process will move forward after town meeting.

J. Grants

The Town of Cranberry Isles has been appointed a project manager for the federal grant applied for, Paul Pottle of the State Department of Transportation.

K. Leases & Real Estate

A citizens' petition asking the voters to sell the building at Manset, currently leased by Marsh USA, has been received and processed into a warrant question for town meeting. The citizens' petition does not ask the voters to sell the land the building sits on, just the building. The current lease with Marsh USA expires in August 2009, and would stay in place whether we sell our interests or not. The current lease pays \$2500.00 per month; utilities are paid by Marsh USA, and annual property taxes are also reimbursed by Marsh USA.

L. Budget & Warrants

To be discussed later in the workshop portion of this meeting.

IX. Other Business

- In regard to the vehicle importation ordinance, Attorney Giunta has advised the Selectmen that the current ordinance gives no jurisdiction for the Code Enforcement Officer to enforce. Also according to the town attorney, the Board has the right to select who will enforce the ordinance. This is opened for discussion.
Dan Lief moves, in connection with the vehicle importation ordinance, the Board of Selectmen give authority to the town constables and / or the code enforcement officer to enforce the vehicle importation ordinance. Phil Whitney seconds the motion, with a unanimous vote by Aaron Gray. **Motion passes.**
- It is suggested to the Board that it is important for all permits written by the code enforcement officer be forwarded immediately to the Town Office for the reason that the public has the right to know. Phil Whitney suggests that an annual meeting with the code enforcement officer be scheduled sometime after town meeting.

X. Executive Session

None requested.

XI. Workshop:

A. Final Budget Review

- The Board of Selectmen has agreed to include the Emergency Preparedness Officer position for another year, with an appropriation for pay limited to \$1000.00 for the year, with \$630.00 gross pay already used.
- The Board of Selectmen approve and sign the proposed budget for the March Town Meeting.

B. Final Warrant Review

The Board of Selectmen approve and sign the town meeting warrant.

C. Final Town Report Review

- The Board of Selectmen decide to go with a side view of the five islands and the TCI Logo, as previously used for the 1999 and 2000 town reports. The background will be yellow, with blue print. Some pictures and some student artwork will be dispersed throughout the report in empty spaces.
- Dan Lief moves to eliminate the timeline portion of the Selectmen's Report. Aaron Gray seconds the motion, with Phil Whitney opposed. **Motion passes.**

X. Adjournment : 11:05 A.M.

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

The Town of Cranberry Isles Annual Town Meeting is scheduled for Monday, March 12, 2007 at 9:00 A.M. at the Great Cranberry Island Firehouse.

Please note: The public is encouraged to attend.