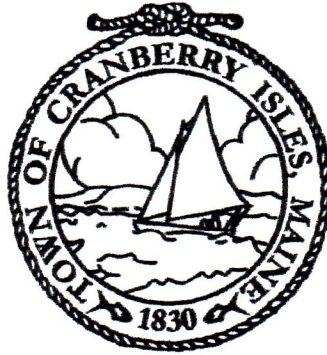


BOARD OF SELECTMEN

DANIEL S. LIEF, CHAIRMAN

RICHARD F. BEAL

SALLY A. B. ROWAN



MUNICIPAL ADVISORY COMMISSION

M. DONALD, P. DONALD

E. HARRISON, L. PRATT, F. REECE

C. WHITE, K. WHITNEY

TOWN CLERK / TREASURER

DENISE Mc CORMICK

FACILITIES SUPERVISOR

ERIC DYER

NOTICE

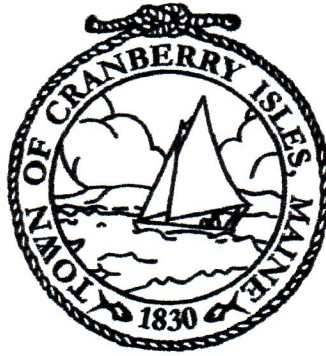
The Cranberry Isles Board of Selectmen will conduct their regular monthly meeting on ~~Tuesday, June 2nd~~, 2009 at 8:30 AM at the Neighborhood House on ~~Thursday, June 4~~ Little Cranberry Island.

AGENDA

- I. Call to Order
- II. Review / Approval of Previous Meeting Minutes
- III. Review / Signing Financial Warrants
- IV. Old Business
 - A. Road Maintenance
 - B. Comp Plan – Capital investment Plan
 - C. Cemeteries – Maintenance & Access
 - D. TEPA Update
 - E. GCI Gravel Pit
- V. New Business
 - A. Signing of Tax Commitment Letter
 - B. MARSH Lease
 - C. Town House Lease
 - D. Karin Whitney Contract
 - E. Sutton Island Waste Removal Contract
 - F. Co-op Letter & Parking Policies
 - G. Open Burning Ban
 - H. School Budget Referendum June 9, 2009
- VI. Other Business
- VII. Audience Communications
- VIII. Adjournment

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**Board of Selectmen's Meeting Minutes
Thursday, June 4, 2009
Islesford Neighborhood House**

Attendance:

Dan Lief, Chairman BOS
Richard Beal, BOS
Sally Rowan, BOS
Eric Dyer, Facilities Supervisor
Denise McCormick, Town Clerk
Nanette Hadlock, Deputy Town Clerk
Malcolm Donald, MAC
Phil Whitney, Harbor Committee
Lise Pratt, MAC & Comp. Plan Committee
Richard Howland, Harbor Committee Chairman
Jeff Berzinis, Harbor Committee

I. Call to Order: 8:30 A.M. by Chairman Dan Lief.

Due to health and other business related reasons, Selectman Lief requests to temporarily step down as Chairman of the Board. Selectmen Beal agrees to chair the Board in his place.

II. Review / Approval of Previous Meeting Minutes

May 07, 2009 Board of Selectmen's meeting minutes: Sally Rowan suggests a correction on page 3, paragraph one, second sentence, which reads as:
"The plan will come before the voters for approval before accepted."

Selectman Rowan suggests the correction to read:

*The plan will come before the voters for approval before **being** accepted.*

Dan Lief moves to approve the May 07, 2009 Board of Selectmen's meeting minutes with the above correction. Sally Rowan seconds the motion, with a unanimous vote by Richard Beal. **Motion passes.**

III. Review / Signing Financial Warrants

Warrant # 21: \$ 163.72

Warrant # 22: \$ 4560.82

Warrant # 23: \$ 36567.38

Warrant # 24: \$ 5092.99

Warrant # 25: \$ 60741.92

Total: \$ 107126.83

All warrants were signed by the Selectmen

Selectman Beal requests that Nan Hadlock, acting as Deputy Treasurer, speak with

Shellfish Warden Nick Hadlock, in reference to billing. Full name, address, telephone number, dates of service, and full names of those checked are requested for billing format.

In reference to a bill from Blair Colby for work performed for the GCI Fire Department, the bill was previously rejected by the Board of Selectmen for further clarification. The original bill was for the amount of \$6084.14. A February 11, 2009 letter was sent by the Town Treasurer to Mr. Colby with copies to the Fire Department Treasurer and Chief asking for a detailed list of the maintenance performed on the trucks, and a copy of all invoices for parts that were ordered. The bill has been resubmitted by Mr. Colby on May 06, 2009 for the amount of \$4524.87, but is in question as to paying actual price for parts vs. list price, plus the receipts don't add up to the amount of the total bill. The receipts and bill will be sent to the Fire Chief and Treasurer for further clarification of work authorized to be done. The Board of Selectmen does not intend to authorize payment with Town Funds for Fire Department bills unless prior authorization from the Fire Department officers is obtained. The Chief should notify the Town Treasurer when work or materials are being ordered for payment with Town allocated funds.

In reference to the new ambulance for Great Cranberry Island, it is now stored inside and supplies will be transferred to it sometime this week.

VI. Other Business (taken out of order)

- Selectman Lief will take a leave of absence as Chairman of the Board for health and business reasons. Richard Beal will Chair meetings and Dan Lief still intends to be at the meetings.
- A June 02, 2009 email communication from the Town Clerk has been received by the Selectmen. The email reminds the Board that during the budget workshops this year the Board had increased the Deputy Clerk compensation, so that she could have a raise this year. Currently the Deputy Clerk has worked since May 2005 with no pay increase at a rate of \$15.00 per hour. An hourly rate increase is recommended.
Dan Lief moves to increase the Deputy Clerk's hourly rate by \$3.00 per hour, retroactive to March 09, 2009. Sally Rowan seconds the motion, with a unanimous vote by Richard Beal. **Motion passes.**

IV. Old Business (taken out of order)

A. Road Maintenance

Test borings on some roads will be underway as soon as possible following specification development and bidding. Malcolm Donald is working on an updated road maintenance plan. Some Town roads are used much more than others and may have very different maintenance needs. Some town roads still have no drainage. Lise Merrill Pratt reports that the North Woods Road (A.K.A. Merrill Road) is in really good shape following the drainage dug this past year. She also recommends that road maintenance needs for heavy loads be considered as when the roads were originally built, they were not built for such loads as are currently using them. Jeff Berzinis suggests pot hole repair for many of our roads as some have been present since last year. The Board of Selectmen agrees that more public input is desired for next major road projects. Some concerns with drainage work are sitting water and mosquitoes, and exposed tree roots.

F. Co-op Letter & Parking Policies (taken out of order)

The Cranberry Isles Fisherman's Co-Op has granted permission to the Town to

use part of their property for seasonal parking at the Town Dock area on Islesford. A June 04, 2009 DRAFT Memorandum of Understanding has been written by the Facilities Supervisor which agrees to some collaborative terms of use with respect to the Co-Op Property adjacent to the Town owned parking area. These terms are presented in the draft memo of understanding which is available in the Town Office.

Selectman Beal signs the draft memo on behalf of the Select Board and Richard Howland on behalf of the Co-Op with the understanding that the document is not in final form and will need to be revised.

Richard Beal suggests that the Town might make some brochures for summer visitors and renters that contain information about ordinances, transfer station hours, parking, etc.

V. Old Business (Continued)

B. Comp Plan – Capital Investment Plan

The Board of Selectmen approves the capital investment plan portion of the proposed comprehensive plan. In reference to the capital investment plan, it is important for voters to realize that the years listed are for years of proposed commitment, not year of expenditure. In reference to wharves, it should be noted that most of the funds listed have already been spent. The comprehensive plan will be posted publicly, in draft form, subject to change.

C. Cemeteries – Maintenance & Access

Selectman Beal voices concern over access to the Preble Cemetery and the cemetery near the Ware and Wadsworth Property at Great Cranberry. Many small trees and/or blow downs are blocking the entrances to these cemeteries. A car is stored near the entrance to Preble Cemetery. The GCI Historical Society is interested in creating a pathway from their museum through to Preble Cemetery, but would require financial support for such a project. Both cemeteries mentioned are on private property, and do not fall under the jurisdiction of the Town. Some cemeteries have trust funds, but are only for certain gravesites, not for the entire cemetery. Only the interest earned on these accounts may be spent.

D. TEPA Update (Transportation Enhancement Project Agreement)

The Town is still waiting to get funds from the grant approved. The Facilities Supervisor is working on getting the dolphin piles to be covered as part of the grant. The new eighty foot gangway at GCI faired the last storm well. Safety chains have been installed at the top and bottom of the gangway. Mooring chains for the float at GCI need to be tightened. The float ladder is still broken.

Thank you to the Berzinis Family who donated and installed the new flagpole at GCI Dock. Storm flags will be flown at the appropriate times.

E. GCI Gravel Pit

Clean up at the GCI Gravel Pit is complete, paid for by Town Funds. A locking gate is to be installed by June 15, 2009.

Locks are needed for the Islesford Transfer Station as well as a need to secure the door to the building. The rain barrels are in and need to be installed.

The new Islesford Municipal Garage siding repair is done. There is still Tyvar sticking out at the bottom, which was not part of the original contract. The Facilities Supervisor will get someone to put plywood up and paint it. It is suggested that photos of the new garage be taken and sent to GCI so that

Residents can see the work done with Taxpayer funds. Shrubbery will be installed next at the site.

V. New Business

A. Tax Commitment Letter

The Board of Selectmen sign the 2009 Tax Commitment Letter. Per Annual Town Meeting, March 09, 2009, these funds are to be raised from Real Estate Taxes for the 2009 Calendar Year:

Town Operations Budget:	\$ 1,289,035.00
Hancock County 2009 Taxes:	\$ 73,340.00
School Budget:	\$ 405,662.00

Less Appropriations:

Grants, Loans, & General Funds:	\$ 489,366.00
School Revenue:	\$ 52,242.00
From Reserve:	\$ 75,434.00
Amount to be raised in Taxes:	\$ 1,150,995.00

The Tax Assessor will be at the Town Office on June 17, 18, and 19.

Three property owners have paid off unpaid taxes and liens on these properties will be released at the July Board of Selectmen's Meeting.

C. Karin Whitney Contract (taken out of order)

The Board of Selectmen sign a contract with Karin Whitney for GCI Restroom / Town Dock Shed Custodial Services from January 1, 2009 to December 31, 2009. For March, July, and September the amount to be paid is \$370.00 per month. For June, August and December the amount is \$310.00 per month.

A contract with Karin Whitney is also signed by the Selectmen for Manset Transit Facility Restroom Custodial Services. Five equal payments of \$370.00 per month from June through October will be paid. Paper products will be paid for by the Town for both contracts.

D. Sutton Island Waste Removal Contract

Two bids were received for the removal of household waste from Sutton Island. Bids shall include a quote for once weekly pick-up and delivery of all household waste, including recyclables, for a period of 14 weeks beginning the first week of June and ending the first week of September.

- Gray Enterprises, work to be done by Josh and Seth Gray
\$1820.00 plus \$130.00 each for any additional trips
- Nick Hadlock
\$2800.00 to include 2 trips weekly plus \$100.00 each for any additional trips

Beal moves to approve the bid for Gray Enterprises as the bid matched the clarifications specified. Sally Rowan seconds the motion, with a unanimous vote by Dan Lief. **Motion passes.**

The Selectman also opened bids for the purchase of a surplus 40' gangway. Four bids were received:

- Robert Leary \$3001.00
- Downeast Diesel \$ 800.00

- Eve Harrison \$1001.00
- J.P. Berzinis, Inc. \$2375.00

Richard Beal moves to accept the top bid of \$3001.00 from Mr. Leary. Dan Lief seconds the motion, with a unanimous vote by Sally Rowan. **Motion passes.**

B. MARSH Lease (taken out of order)

Eric Dyer will meet with Beth Crevani of MARSH on Friday to discuss extension of MARSH lease at Manset. Current options include a one year or a three year term lease, with Real Estate taxes to be paid by the Town. It is suggested that Michael Phillips be consulted on the lease negotiations. Mr. Phillips helped with the original MARSH lease. Selectman Lief suggests that someone be hired to lease or sell the property, to study options for use of the property, negotiations, etc. The original foresight for the space was to be used for additional parking if needed and/or possible. Income from this lease was used as revenue when planning this year's budget.

C. Town House Lease

In reference to the lease update for the Valdina Town House for the Town Office space, it is recommended by Richard Beal that the Town legal counsel, Eaton Peabody be utilized for negotiating the lease. Currently the monthly rent is \$550.00 per month.

G. Open Burning Ban

Selectman Beal suggests that a declaration be made by the Board of Selectmen for no open burning without a formal permit from a Town Fire Warden, with fires below the high water mark to be included.

Richard Beal moves to have no open burning, including beaches, without first obtaining a written fire permit from the Fire Warden from June 15, 2009 to October 15, 2009. Sally Rowan seconds the motion, with a unanimous vote from Dan Lief. **Motion passes.**

Currently the Cranberry Isles Fire Wardens and their telephone numbers are:

Edgar Blank 266-4353
 Norman Sanborn, II 244-3624
 Courtney Chaplin 244-5013

H. School Budget Referendum June 9, 2009

Polls will be open on Tuesday, June 09, 2009 from 10:00 AM to 8:00 PM to vote on the school referendum budget. Voting will take place at the Islesford Neighborhood House and the Great Cranberry Island Community Center. An informational message from the MDI Regional School System has been posted on both GCI and Islesford about the referendum.

VI. Other Business (continued)

- A June 02, 2009 email letter from the Facilities Supervisor to Harbor Committee Members and Harbor Masters requests that the Committee support the use of a portion of their funds for the purchase of a high quality GPS receiver / mapping unit. The unit will likely cost between \$1000.00 and \$1500.00.
- The Facilities Supervisor asks permission from the Board of Selectmen to store some Town equipment at the old firehouse by the school. The Board agrees to this request, but it suggested that the School Board be asked as well. Selectman Lief suggests that clarification is in order of ownership of the building and also use of the building.

VII. Audience Communications

None at this time.

VIII. Adjournment: 11:16 AM

Richard Beal moves to adjourn the meeting. Sally Rowan seconds the motion, with a unanimous vote by Dan Lief. **Motion passes.**