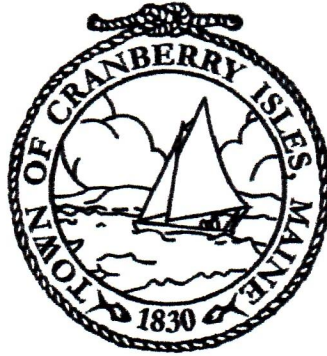


BOARD OF SELECTMEN

RICHARD F. BEAL , CHAIRMAN

DANIEL S. LIEF

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

MEETING NOTICE

The Cranberry Isles Board of Selectmen will conduct their regular monthly meeting on Tuesday, September 8th, 2009 at 9:00 AM at the Community Center on Great Cranberry Island.

AGENDA

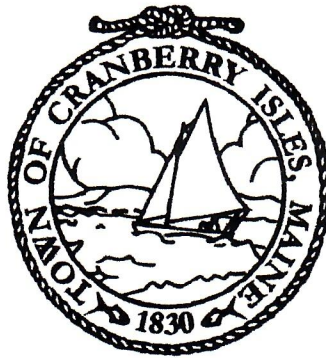
- I. Call to Order
- II. Review / Approval of Previous Meeting Minutes
- III. Review / Signing Financial Warrants
- IV. Communications
 - A. Hugh Dwelley Letter
 - B. ANP Volunteer Letter
 - C. Susie McNamee Letter / Request
- V. Appointments
 - A. Alternate Health Officer
- VI. Old Business
 - A. Road Maintenance
 - i. Road Forums
 - ii. Road Repair Bids
 - B. Comp Plan Update
 - C. Transportation Committee / Transportation Plan
 - D. Ramp Fees
 - E. TEPA Update
 - i. Project elements
 - ii. Kleinschmidt Contract
 - iii. Reimbursements & Payments
 - F. Land use Ordinance Revision Requirements
 - G. Longfellow School Repairs
 - H. GCI Dock Repair
- VII. New Business
 - A. Quarterly reporting
 - B. Tax Payment Policy
 - C. FEMA Meeting September 17th
 - D. HHW & UW Collection Days
 - E. Letter to ANP, RE: Blue Duck
 - F. Trash at Town Docks
- VIII. Other Business
- IX. Audience Communications
- X. Adjournment

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**Board of Selectmen's Meeting Minutes
September 08, 2009
Great Cranberry Island Community Center**

Attendance:

Richard Beal, Chairman BOS

Dan Lief, BOS

Sally Rowan, BOS

Eric Dyer, Facilities Supervisor

Denise McCormick, Town Clerk

Nanette Hadlock, Deputy Clerk

Malcolm Donald, MAC and Comprehensive Plan Committee

Phil Whitney, Harbor Committee and Transportation Committee

Jeff Berzinis, Harbor Committee

Ron Axelrod, Transportation Committee

Ed Gray

Tom Watson

Andrew Hodgkins

E. Hodgkins

C. Hodgkins

I. Call to order: 9:00 A.M. by Chairman Richard Beal.

II. Review / Approval Previous Meeting Minutes

Dan Lief moves to approve the August 04, 2009 Meeting Minutes as written. Richard Beal seconds the motion, with a unanimous vote by Sally Rowan. **Motion passes.**

III. Review / Signing Financial Warrants

Warrant #36: \$ 5425.15

Warrant #37: \$ 4944.59

Warrant #38: \$ 16496.81 (school)

Warrant #39: \$ 56597.39

Total: \$ 83463.94

Selectman Beal reports that a male coyote near a doorstep of a residence was shot on Great Cranberry Island in broad daylight on September 03, 2009.

IV. Communications

A. Hugh Dwelley Letter

The Selectmen have received a letter from Islesford Resident Hugh Dwelley, dated August 15, 2009, asking what can be done to improve the street lights on

Islesford, especially those on the Town Dock. Mr. Dwelley reports that the light at the head of the dock appears to be inadequate but both those going up the dock are only glimmering. The Transportation Committee has addressed lighting issues for Little Cranberry Island in the Docks and Harbors Safety Study (dated July 30, 2009) under short term improvements. The Harbor Committee has accepted the short term improvements recommended by the Transportation Committee at their August 12 meeting. Eric Dyer will contact electrician Jay Peruzzi and report back to Selectman Beal within ten days.

B. ANP Volunteer Letter

The Selectmen have received a letter from the U.S. Department of the Interior, National Park Service asking for a nomination for The Acadia National Park Advisory Commission. The Selectmen have ten days to nominate an individual from Cranberry Isles. Nan Hadlock is interested in the nomination.

C. Susie McNamee Letter

In reference to a letter sent to Courtney Chaplin, Islesford Fire Department Chief, dated September 13, 2004, Susie McNamee of Islesford has requested that a better secured cover for the well sometimes utilized (with permission) for filling fire truck tanks. Recently Ms. McNamee has contacted the Facilities Supervisor asking that the request be granted. Eric Dyer will follow through with this request.

V. Appointments

A. Alternate Health Officer

It has recently come to the attention of the Town that the appointment of an alternate health officer is required. Kyle Krasnow has been suggested for the position by Wanda Harmon Porter, TCI Health Officer.

Richard Beal moves to appoint Kyle E. Krasnow as Alternate Health Officer for the Town of Cranberry Isles. Sally Rowan seconds the motion, with a unanimous vote by Dan Lief. **Motion passes.**

Denise McCormick reports that a flu shot clinic will be held on both Great Cranberry and Islesford on October 15, 2009 for regular flu shots.

VI. Old Business

A. Road Maintenance

Road forums for the public were held on August 26 at Great Cranberry Island, and on August 27 at Islesford. Safety was the predominant theme of discussion. Approximately twelve individuals attended the GCI forum and two individuals attended the forum at Islesford. A report is expected from Pete Coughlin of the Maine Roads Center. This report will be posted on the municipal website when available. Short term and long term planning will be considered for future budgeting.

Tom Watson recommends maintaining good roads. Dog Point Road is in need of attention. He inquires if the depressions from construction are the contractor's responsibility for one year according to contract.

It is also suggested that roadside tree and bush trimming needs to occur on some intersections at Islesford. Some suggestions were:

- Corner of Sand Beach Road and Main Street
- Corner of Main Street and Mosswood Road
- Corner of Dock Road and Main Street

Dan Lief moves to allow up to \$500.00, hopefully much less, on an emergency basis for emergency trimming. Sally Rowan seconds the motion, with a unanimous vote by Richard Beal. **Motion passes.**

At next month's meeting all other trimming suggestions will be addressed on Great Cranberry Island and Islesford.

The Town Attorney and / or the State will be contacted for legality of trimming these problem areas.

Ed Gray suggests that a letter be sent to the landowners who are involved with proposed trimming.

ii. Road Repair Bids

Two bids were received for road repairs at Islesford and Great Cranberry. Bids were opened at the Town Office on August 29, 2009.

1) John W. Goodwin, JR Construction

Item 1a, hot patch: \$ 24,990.00

Item 1b, cold patch \$ 24,290.00

Item 2, crack sealing \$ 21,270.60

2) Ace Trucking & Paving

Item 1a, hot patch \$ 15,730.00

Item 1b, cold patch \$ 0 (does not recommend for our area)

Item 2, crack sealing \$ 37,269.00

Upon viewing the roads that need crack sealing, Ace Trucking feels that more crack sealing is needed than specified in the bid specs, hence the higher number for their bid on item 2.

Just over \$18,000.00 is available in Roads in the budget. Approximately \$15,000.00 is available for culverts.

Dan Lief moves to accept the bid from Ace Trucking and Paving with the caveat that we are paying \$1.20 per linear foot for crack sealing. Sally Rowan seconds the motion, with a unanimous vote by Richard Beal. **Motion passes.** Ace Trucking and Paving is fine with this change, and the contract is modified reflect the change and signed by the Selectmen and Andrew Hodgkins of Ace Trucking & Paving. The projects have a deadline for completion of October 04, 2009. Richard Beal will be Clerk of the Works for Great Cranberry Island road repairs.

B. Comp Plan Update

Attendance is recommended by someone from TCI to attend a meeting with the Maine Coastal Program in Ellsworth on September 15, 2009 at City Hall. Eric Dyer and Sally Rowan will attend to represent Cranberry Isles.

September 16, 2009 the Planning Board will meet to review an application for Rob and Nora Leary for a dock and shoreland stabilization.

September 23, 2009 the Planning Board will hold a workshop meeting to discuss proposed changes to the Shoreland Ordinance. The Code Enforcement Officer has sent an email response to the proposed changes. Dan Lief recommends that the Town Attorney's recommendations for changes also be forwarded to Tom Martin for inclusion in the proposed plan. The Comprehensive Plan Committee is waiting to see what the proposed changes before moving forward with the revised Comprehensive Plan.

C. Transportation Committee / Transportation Plan

Ronald Axelrod of the Transportation Committee has sent an email to the Selectmen stating that there are two topics that need direction at the September BOS Meeting.

1. The BOS should determine what is remaining for the Transportation Committee to bring defined commuter recommendation(s) to the March 2010 Town Meeting.
2. The BOS need to bring closure to the item in our “**Recommendations for Implementation of Service**” offering the “Existing Service Provider” (B&B) the option for the Comprehensive Service or the Commuter Service. Since Richard Beal won’t do it, another Selectman needs to take this on with a committee person.

The Board of Selectmen is responsible for getting a warrant article together for voters to consider at Town Meeting. A rough estimate for the cost of such a service will need to be determined. The Selectmen can meet in executive session with potential contractors who do not wish to reveal their business in public. The Selectmen request that any letters sent to government officials be first approved by the Selectmen. The Selectmen will set aside time at the October Board meeting to develop a Transportation Article to be included in the 2010 Warrant and presented at Town Meeting. Dan Lief offers to provide lunch.

D. Ramp Fees

It has come to the attention of the Selectmen that each barge operator is paying different amounts for ramp fees. Ramp fees were set at \$5.00 per landing at the October 28, 2009 Board of Selectmen’s Meeting. The increase was posted on both Islesford and Great Cranberry at the ramps. The Selectmen ask the Facilities Supervisor to send letters, return receipt, to the barge operators to reinforce the increase in ramp fees. Selectman Beal will contact the Town Attorney in reference to what recourse the Town has if ramp fees are not paid.

E. TEPA Update

Currently the Town is at the point of just prior to bidding.

i. Project elements

1. Piles: will need separate permitting, phase 2 of project
2. Ramp work and Manset shoreside improvements

ii. Kleinschmidt Contract

A decision needs to be made on whether to go ahead with a contract with Kelinschmidt Associates for engineering and low level construction management.

Richard Beal moves to go ahead with hiring Kleinschmidt Associates for the work on ramps, Manset shoreside improvements and dolphin piles at Islesford and GCI Ramps. Sally Rowan seconds the motion, with a unanimous vote by Dan Lief. **Motion passes.**

iii. Reimbursements & Payments

The first installment of \$32,400.99 in grant monies from the State of Maine has been received for the eighty foot gangway/installation and moving of moorings at Great Cranberry Island. The Facilities Supervisor is directed by the Selectmen to write a letter to Superior Docks with a commitment to build the second eighty foot gangway for Manset.

On another note, Selectman Lief requests that the Facilities Supervisor make renegotiations with Gray Enterprises for the solid waste contract a high priority at this time.

F. Land Use Ordinance Revision Requirements

Previously discussed in Section VI, subsection B. Selectman Beal requests that the proposed changes be posted on the municipal website. Selectman Lief suggests that the comments from the Town Attorney be forwarded to Tom Martin of Hancock County Planning Commission for inclusion in the revision.

G. Longfellow School Repairs

\$20,000.00 has been budgeted for Longfellow School Repairs. The Facilities Supervisor has started working on bid specs for the repairs. An approximate two week turn around is expected once bid specs are complete. Phase one of the repairs include windows, storm windows and an additional heating zone.

H. GCI Dock Repair

One piece of the repairs left to finish, is damage to the concrete along the left side of the pier / underlying stone underneath it that has shifted, and abuse to the pile. The Facilities Supervisor recommends the contractor who was involved with the rest of the repairs, Jeff Berzinis be hired to finish the job. Money is budgeted for the repairs.

Richard Beal moves to go ahead with the GCI Dock repairs and to take the money out of budgeted funds for GCI Dock. Dan Lief seconds the motion. **Motion passes.**

VII. New Business

A. Quarterly Reporting

The following officers were requested to provide a quarterly report for May, June, and July 2009 to the Selectmen:

Bruce Fernald, Harbormaster:	received
Wanda Porter, Health Officer:	received
Steve Philbrook, Planning Board:	No activity
Kate Chaplin, Appeals Board:	No activity
Beverly Sanborn, Assessment Review:	No activity
Beverly Sanborn, League of Towns:	Received minutes
Malcolm Donald, Island Coalition:	<i>Not received</i>
Norman Sanborn, II, Zone 1 Fire:	<i>Not received</i>
Courtney Chaplin, Zone 2 Fire:	<i>Not received</i>
Richard Howland, Constable:	<i>Not received</i>
Richard Howland, Harbor Comm.:	Received minutes
Richard Beal, Constable:	No activity
Cynthia Lief, Acadia Disposal District:	<i>Not received</i>
Kate Chaplin, School Board:	Received minutes
Vacant, Emergency Preparedness:	N/A
Nickolas Hadlock, Shellfish Warden:	<i>Not received</i>
Tiffany Tate, Animal Control:	Received

Selectman Beal requests that Fire Department Chief, Zone 2, submit plans for training for this year to aid in the budget process.

A Federal Emergency Management Agency meeting will take place on September 17, 2009 and the TCI Emergency Management Agent should attend. Margaret Blank has stepped down from this position, and a new candidate will need to be appointed. This will take place at the October BOS Meeting.

Selectman Beal requests that the Animal Control Officer be made aware of the presence of coyotes on Great Cranberry Island.

B. Tax Payment Policy

"The undersigned Municipal Officers of the Town of Cranberry Isles do hereby make a policy that all payments for Real and Personal Property Taxes are to be applied to the oldest outstanding tax obligations of the taxpayer. This policy is effective as of this date, September 08, 2009." The Board of Selectmen signs the policy.

C. FEMA Meeting September 17th

A representative for the Federal Emergency Management Agency will be at the Town Office on September 17, 2009 at approximately 10:30 AM to speak with Town Officials and Emergency Personnel. General discussion will include what it means for Town of Cranberry Isles to be involved with FEMA and how we as a town can work better with them.

D. HHW & UW Collection Days

The official collection date for hazardous waste and universal waste is Saturday, September 26, 2009 in Tremont. Days of drop-off for these items will be posted on Islesford and Great Cranberry, and on the municipal website. A list of items to be dropped off will also be posted.

E. Letter to ANP, RE: Blue Duck

A letter has been drafted by Joe Delafield to Acadia National Park, in reference to the Blue Duck building at Islesford. Dan Lief explains the reason for the letter.

A group of year round and summer residents was gathered under the suggestion of Courtney Chaplin, and consensus was reached that the Town of Cranberry Isles should seek to open conversation with the National Park Service, (who owns the Blue Duck), concerning the future uses of the Blue Duck building. The Blue Duck building is not being used at this time, and the Park has long range plans to open a museum in the building in the future. Mr. Lief feels that the letter to ANP would carry more weight if signed by the Town Selectmen. The letter asks for more information about the long range plans for the building and what if anything the Town or some interested parties might contribute to those plans. The letter also expresses interest in the degree of flexibility the NPS has with regard to the building and whether, for example, the NPS might consider making it or space within it available for uses by the Town or others that would help in our economic development.

Nan Hadlock requests that one sentence in the letter be changed as it appears offensive:

(as written) "At present, the building, owned by the National Park Service, is being used only in small part, as rest rooms for the Islesford Museum; the rest of the building appears to serve only as a repository of some useless materials."

(Nan's suggestion) Take out the word "useless". The Park Service currently stores an antique fire pumper (Little Squirt) in the bottom floor of the Blue Duck, for the Islesford Historical Society.

The Selectmen wish to review the letter for any changes before signing.

F. Trash at Town Docks

No problems are identified with trash at Great Cranberry Island Dock. Karin Whitney has taken responsibility for trash at GCI Dock, (Thank you Karin). There are also trash cans at the Cranberry General Store. Janice Murch takes care of the trash from these barrels, (Thank you Janice).

The trash can was removed from Islesford Town Dock by the Facilities Supervisor following misuse of the can (dumping of household trash, oil cans,

diapers, etc.) The can was emptied once weekly as provided for in the Solid Waste Contract, which proved to be not frequent enough, especially in the summer season. Trash is often overflowing and strewn on the dock. One suggestion is to try and work removal of waste from the Town Dock into the town restroom attendant's contract. Selectmen Beal recommends that two large trash barrels be purchased and secured with bungee cord for the Islesford Dock. If the restroom attendant is not willing to take on removal of trash at the Islesford Dock, then another candidate will be hired. The Town Clerk suggests that signs be posted on the ferries next summer suggesting that tourists carry their trash off island with them.

VIII. Other Business

- In reference to 911 addressing, the lists of addresses have been sent to MEJIS 911 by the Facilities Supervisor. MEJIS has requested a more complete list, with the correct zip codes for each address, and to include Sutton Island which has recently been numbered. All the information is ready at the Town level. Any updates and zip codes will be forwarded to MEJIS on Town letterhead.
- Bangor Hydro is currently studying the whole length of cable with divers to assess any damage. No report from Bangor Hydro is available at this time. There have been many electrical appliance "coincidences" reported at Great Cranberry. Anyone who experiences any electrical coincidences should report them to Selectman Beal. Selectman Lief suggests that a back up generator be purchased for the Town.

XI. Audience Communications

- Tom Watson suggests that someone be hired to dispose of remaining coyotes at Great Cranberry Island. Money is available in the constable's budget. It is suggested to look for someone with a coyote hunting license. Dan Lief is in agreement with this.
- Richard Beal and Eric Dyer will study plans for the Northeast Harbor Marina project. Richard Beal visited with the Town Office officials at Northeast Harbor and they are not ready to reveal plans at this time.
- Richard Beal will call Katrina Carter for a profile on the piece of property for sale that abuts TCI property at Manset.
- Major concerns voiced at the Association for the Preservation of Sutton Island annual meeting were:
 - Privacy, especially below the mean low water mark (legality of this will be researched)
 - Addition of moorings on the North Shore by non-residents
 - Rehabilitation of the waiting area shed
 - Rehabilitation of the trash shed

IX. Adjournment: 12:39 PM

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