

Town of Cranberry Isles, Maine

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August 13, 2012 (Revised)

MEETING NOTICE

The Cranberry Isles Board of Selectmen will conduct a regular meeting on Monday, August 13, 2012 starting at 8:45 A.M.

at the Cranberry Community Center on Great Cranberry Island

AGENDA

Revised August 8, 2012

- I. Call to Order
- II. Review / Approval of Previous Meeting Minutes
- III. Review / Signing Financial Warrant
- IV. New Business
 - A. TCI Commuter Ferry Contract Bid Opening
 - B. Drainage Ditches on Islesford
 - C. Suttons Island Trash Removal Update
 - D. Manset Property Appraisal
 - E. Manset Property Boundary Encroachment
 - F. GCI Store Lease (Septic Tank)
 - G. GCI Street Addressing/Naming (Dog Point Rd. & Blue Bucket Lane)
 - H. TCI Vehicle Importation Enforcement
 - I. Rodney Wimer: GCI Gravel Pit Use Request
 - J. GCI Dry Hydrant: Update from Katelyn Damon
 - K. 2012/2013 Septic Sludge Contract
 - L. GCI 2012-2013 Plowing Contract (added to the agenda)
- V. Other Business
- VI. Audience Communications
- VII. Adjournment

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Board of Selectmen's Meeting Minutes August 13, 2012

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Board of Selectmen's Meeting Minutes
August 13, 2012
Great Cranberry Island Community Center

Attendance:

Richard Beal, Chairman, BOS
Christopher Hathaway, BOS
Phil Whitney, BOS
James Fortune, Administrative Assistant
Denise McCormick, Town Clerk
Nanette Hadlock, Deputy Clerk
Malcolm Donald, MAC
Katelyn Damon, MAC
Jeff Berzinis
Bill Dowling
Janice Murch
Chris White

I. **Call to Order:** 8:42 A.M. by Chairman Richard Beal.

II. Review / Approval of Previous Meeting Minutes

Phil Whitney moves to approve the July 10, 2012 BOS meeting minutes as written. Richard Beal seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

III. Review / Signing Financial Warrants

Warrant # 34: 5,447.31
Warrant #35: 13,861.10 (school)
Warrant #36: 6,890.81
Warrant #37: 172,438.98
Total: \$109,638.20

IV. New Business

A. TCI Commuter Ferry Contract Bid Opening

Three bids were received for the TCI Commuter Ferry Contract. . Bids were received from Downeast Friendship Sloops (Karl Brunner), Steve Pagels and Andrew Keblinsky. The Municipal Advisory Commission (MAC) will evaluate the bids looking at the different offers of options one, two and three. The MAC will make a recommendation to the Board of Selectmen (BOS) for a decision at the September BOS meeting. The winter commuter service will begin on October 15, 2012.

B. Drainage Ditches on Islesford

The Board of Selectman has experienced increasing interest on the recent ditching project on Sandbeach and Main Streets at Islesford. Some residents believe the new ditches are a danger while some other residents believe they are a great improvement to the road system. A letter signed by concerned individuals and some residents has been received as well as phone calls and emails. The MAC has recommended painting a white line on both sides of the road as a precautionary measure.

James Fortune is congratulated on a great job of photography of the roadwork projects.

In regard to street sweeping, the Board of Selectmen agrees that this project will be done in the early spring in the future.

C. Suttons Island Trash Removal Update

In reference to the construction debris pile left on Sutton Island last spring, the Association for the Preservation of Sutton Island (APSI) is continuing to collect

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donations from residents for reimbursement costs of removing the pile. Total cost for removal was \$1,350. APSI covered the cost of removal and will request the Town to contribute to the removal costs after all donations are received.

The Administrative Assistant reports that it has been basically an educational issue with Sutton Island residents on how to properly dispose of trash and construction debris. TCI residents are required to pay individually for dropping off construction debris at the transfer stations. No food waste is allowed in the household trash stream.

Regarding Sutton Island path and right of way research by Attorney Dale Worthen, two copies of a follow up report of general conclusions and research has been received by Selectman Beal. All deeds were researched. Selectman Beal requests that part one of the reports be included in the next annual town report. One copy of the full report is with Selectman Whitney at Great Cranberry Island and the second copy is on file at the Town Office on Islesford. Copies of the full report will be forwarded by office staff to Selectman Beal and Selectman Hathaway. This item will appear on the September BOS meeting agenda for discussion.

D. Manset Property Appraisal

The Board of Selectmen approves the information for request for proposals (RFP) for an appraisal to be done on the TCI Manset property. Information will be forwarded to Jerry Suminsby, Ted Marsoobian and Gary Blanchette. RFPs are requested to be returned to the Town Office by August 28, 2012.

E. Manset Property Boundary Encroachment

In reference to a fence that may be encroaching on the TCI Manset property, the Board of Selectmen agrees that this issue will be handled between the TCI attorney and the attorney of Judith Heyers. A recent email dated August 12, 2012 from Judith Heyers will be forwarded to the Town attorney.

Richard Beal moves to have the Town attorney take this matter to court if necessary. Phil Whitney seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

F. GCI Store Lease (Septic Tank)

Cranberry General Store (Janice Murch) is requesting that the Town pay for more than one pumping of the GCI restroom per year. According to a signed lease, the Town pays for the first pumping each spring and the store pays for all additional pumpings per year.

The store shares the septic with the public restroom. Gray water from the store goes to holding tank.

Richard Beal moves that the Town will pay to pump the holding tank twice a year as a precautionary measure until lease renegotiations in 2014. Phil Whitney seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

G. GCI Street Addressing / Naming (Dog Point Rd. & Blue Bucket End)

Janice Murch is not willing to have the Town plow her private road which is also used by Norman and Kelly Sanborn to access their home. Mrs. Murch will have her drive plowed privately at her own expense. Legally the Town cannot plow private roads even for fire safety reasons. There is an alternate route to the Sanborn residence by the Town right of way to the Ott property. The Town office staff will research deeds for any easements and right of ways for the abutting land owners.

H. TCI Vehicle Importation Enforcement

Selectman Beal will check with Richard Howland to inquire if vehicle importation is being enforced on Islesford.

I. Rodney Wimer: GCI Gravel Pit Use Request

Rodney Wimer has contacted the Town Office to add this item to the agenda. Mr. Wimer is requesting to store some materials at the GCI Gravel Pit. The Selectmen request further information before granting this request, such as what type of material and for how long? Mr. Wimer is not in attendance at today's meeting. No action is taken until the BOS can speak with Mr. Wimer.

Currently Goodwins is storing some crushed rock and gravel at the pit with permission.

The Town Treasurer will send a bill to Owen Roberts for 20 yards of shale he purchased with permission from the Town.

Selectman Beal will contact Richard Howland at Islesford in reference to the taking of materials (cement slabs and gravel), at the Islesford Gravel Pit by Courtney Chaplin without permission or compensation to the Town.

J. GCI Dry Hydrant: Update from Katelyn Damon

An application is being prepared for the Department of Environmental Protection for a dry hydrant near the end of Dog Point Road on Great Cranberry Island. The application will be forwarded to the Code Enforcement Officer. Jim Fortune and Jeff Berzinis will look over the specs with Ms. Damon. David Bunker will be contacted in regard to turtles at the pond behind the hydrant.

Janice Murch gives permission for the GCI Fire Department to use the well at her apple orchard.

K. 2012 /2013 Septic Sludge Contract

The Board of Selectmen signs the 2012 / 2013 contract with Haslam for removal of

septic sludge from the Town of Cranberry Isles.

L. GCI 2012 – 2013 Plowing Contract (added to agenda)

The GCI 2012 – 2012 snow plowing contract will be bid on an hourly basis to include equipment use. Payment will be made on a monthly basis. The contractor must submit a monthly invoice. Any amount of increase for a fuel adjustment must be requested by the contractor in writing for an increase of 15% or more. This increase will be paid at the end of the season. The Administrative Assistant will submit requests for proposals.

It is suggested and recommended by the Selectmen that shale road maintenance is needed on GCI.

V. Other Business

- Some residents have suggested that summer pick up of household trash be moved from Thursday to Monday to accommodate rentals on the islands. Jeff Berzinis will speak with management at Southwest Boat and report back to the Selectmen.

- At the Manset facility, repairs have been completed as follows:

- o Ladders

- o Lighting (the pole no longer used will be removed and stored)

- Phil Whitney would like it on record that any change of date for a Selectmen's meeting should be made in a public meeting.

- James Fortune will go over the list of harbor safety recommendations to see what remains to be done.

- Non slip materials were recently installed on the gangway at Islesford by Iann Krasnow and Courtney Chaplin. Extra gangway materials left over from the recent update will be stored at the old firehouse on Islesford for future use by the Town.

- Some concern is voiced for the safety of swimmers at the GCI Dock while swimming on the side of the dock with boat traffic at the steps. Steps or platforms are suggested for the opposite side of the dock for swimming use. The Administrative Assistant will gather an estimate from Kleinschmidt who has the original dock drawings. This estimate may be used to budget for next year's Town meeting.

- Copies of a report submitted by Ben Fulves on a new public restroom for Great Cranberry Island will be forwarded in hard copy to the Board of Selectmen for discussion at the September BOS meeting.

- Three separate complaints are voiced regarding the Code Enforcement Officer and her lack of response to emails, telephone calls, visits to the island, and information requests. There is no current contract with Kim Keene for work as the Town's CEO. The BOS will consider these complaints and also to ask for interest of Lyle Dever, who has been appointed assistant CEO, if he is interested in possibly working full time for TCI. This item will appear on the September BOS agenda for further discussion.

In reference to the Roy Hadlock violation, Ms. Keene has been called and emailed that the violation has been corrected. Ms. Keene has not been to visit the Hadlock property for inspection.

Richard Beal moves that the Hadlock issue has been completed in all respects after discussion with the Town Clerk and others who have information on the situation. Phil Whitney seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

- No sign has been posted at the Manset TCI Dock in regard to no fishing.

- In reference to overnight parking at the Manset Facility guest spots, it is suggested that maybe the guest spots should be painted blue or signing accordingly as guest parking. Parking information is to be included in next year's Town Report. The Administrative Assistant will look into the pricing for a boot to be placed on illegally parked vehicles.

- An email dated August 12, 2012 from Manset Dockmaster Dennis Dever has been received by the Selectmen in reference to Mr. Dever adjusting the position of a lobster boat parked at Manset Dock. Mr. Dever explains that the boat was moored "to the west side of the outer float with the bow sticking out at was 10 feet beyond the face. This is prohibited because it severely hinders the ferry docking and loading, it is also dangerous." The owner of the lobster boat left a voice message with Mr. Dever in regard to moving his boat. Mr. Dever requests that the Selectmen have a work with the owner. Selectman Whitney states "We have to back our employees unless there is a breach of conduct."

- The life ring at Great Cranberry Island Dock will be repainted and put back in its original spot.

- The Administrative Assistant will have the trash container provided by the school students moved to the land end of the dock. The container has been having to be emptied by Karin Whitney who holds a contract for cleaning the dock shed.

- Selectman Beal recently hired someone to clean the GCI firehouse following a private party held at the facility. It is suggested that an ordinance be proposed to voters on use of Town facilities. This ordinance should be fair across the board for all Town facilities.

- Dennis Dever will be hired to evaluate the needs for the four floats at the Manset

facility in preparation for upcoming budgeting for 2013. Any needs of the island floats will also need to be communicated to the BOS for budgeting concerns.

VI. Audience Communications

None at this time.

VII. Adjournment: 12:39 P.M.

Richard Beal moves to adjourn the meeting. Phil Whitney seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

The next regularly scheduled Board of Selectmen's meeting will be held on Monday, September 04, 2012 at the Islesford Neighborhood House.

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