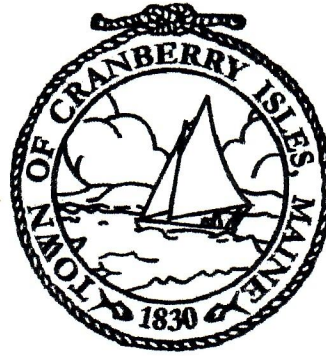


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**BOARD OF SELECTMEN**  
RICHARD BEAL, CHAIRMAN

CHRISTOPHER L. HATHAWAY  
PHIL WHITNEY

TOWN CLERK / TREASURER  
DENISE Mc CORMICK



MUNICIPAL ADVISORY COMMISSION

R. AXELROD, M. DONALD  
K. WHITNEY, J. BERZINIS  
C. DUGGAN, C. CHAPLIN, K. DAMON

ADMINISTRATIVE ASSISTANT

TO THE SELECTMEN  
JAMES FORTUNE

## MEETING NOTICE

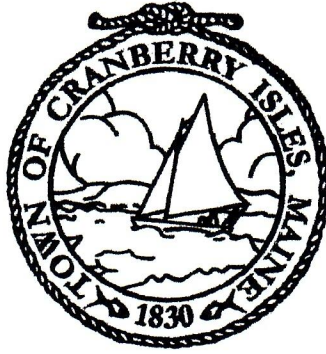
The Cranberry Isles Board of Selectmen will conduct a regular meeting on  
Tuesday, August 2, 2011 starting at 8:30 A.M.  
at the Islesford Neighborhood House on Little Cranberry Island

## AGENDA

- I. Call to Order
- II. Review / Approval of Previous Meeting Minutes
- III. Review / Signing Financial Warrants
- IV. New Business
  - A. Discussion about code enforcement for the Town of Cranberry Isles
  - B. Bid selection for float sale
  - C. Sign Special Town Meeting Warrant
  - D. Harbor Ordinance: Review of proposed amendments and schedule public hearing
  - E. U.R.I.P. Payment (Urban Rural Initiative Program)
  - F. Solid Waste Contract
  - G. Marvin Ott: Code Compliance
  - H. Clean Harbors-Clean Shores Program
  - I. Manset Bulletin Board
  - J. Manset Float Repairs
- V. Other Business
- VI. Audience Communications
- VII. Adjournment

BOARD OF SELECTMEN

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ADMINISTRATIVE ASSISTANT TO BOS

JAMES FORTUNE

**Board of Selectmen's Meeting Minutes  
August 02, 2011  
Islesford Neighborhood House**

**Attendance:**

Richard Beal, Chairman, BOS  
Phil Whitney, BOS  
James Fortune, Administrative Assistant  
Denise McCormick, Town Clerk  
Nanette Hadlock, Deputy Clerk  
Ron Axelrod, MAC  
Jeff Berzinis, MAC  
Starr Bright  
Evelyn Boxley  
Jeff Lauren  
David Axelrod  
Hugh Dwelley

**I. Call to Order:** 8:31 A.M. by Chairman Richard Beal.

**II. Review / Approval of Previous Meeting Minutes**

Phil Whitney moves to accept the July 05, 2011 Board of Selectmen's Meeting Minutes as written. Richard Beal seconds the motion. (2-0) Motion passes.

**III. Review / Signing of Financial Warrants**

Warrant # 34: 6,239.38  
Warrant # 36: 5,235.01  
Warrant # 38: 33,042.60 (School)  
Warrant # 39: 175,396.41

**Total: \$ 219,913.40**

All warrants were signed by the Selectmen.

**IV. New Business**

**A. Discussion about code enforcement for the Town Of Cranberry Isles**

This discussion will be postponed until the September Board of Selectmen's meeting when all three Selectmen will be present. The Code Enforcement Officer will also be invited to the meeting. Executive session will be scheduled if requested. Richard Beal will contact the Code Enforcement Officer.

**B. Bid selection for float sale**

No bids were received by the Town for sale of two surplus skiff floats. The bid will be re-posted minus the phrase preference given to fishermen.

**C. Sign Special Town Meeting Warrant**

Based on ideas and input from the Public Hearing on a new Town Office, the Selectmen have decided to research new ideas further and to postpone any vote on an alternate Town Office location until the annual Town meeting in March 2012.

A suggestion has been made to research relocation of the Town Office to the Neighborhood House. The Town and the Neighborhood House would have to research this idea together as the Neighborhood House Association plans for proposed renovations. The Islesford Neighborhood House could already provide a meeting space, kitchen facilities, and a year-round bathroom. The Neighborhood House expects to begin work on the bathroom in September, as reported by Evelyn Boxley. Ron Axelrod of the Municipal Advisory Commission will attend the next meeting of the Islesford Neighborhood House Association to discuss ideas. The meeting will be held on Thursday, August 04, at 4:00 P.M.

The Town has the option of renewing a lease with the Valdina Family for the current Townhouse at Islesford. The Selectmen would like to see some minor repairs in preparation for the winter season: windows should be insulated with plastic, rugs with pads for the office floors, insulation in the basement ceiling under the propane monitor in Town Clerk's office, and winter doors for the front and back entrance. Jim Fortune will contact Eric Valdina to discuss plans for these repairs. Jim will also get estimates for rugs and pads for review of the Selectmen at the September Board meeting.

With the summer season nearly over, the Selectmen feel that the proposed Harbor Ordinance Amendments can also wait for the annual Town meeting.

Richard Beal moves that there will be no special town meeting held in August.

The Harbor Committee will hold a public hearing in a timely manner before the March meeting. Phil Whitney seconds the motion. **(2-0) Motion passes.**

Richard Beal suggests that a straw vote on lobster legislation support for our representative be held and included on the warrant for the March Town meeting.

**D. Harbor Ordinance: Review of proposed amendments and schedule public hearing**

A copy of any approved amendments will be sent to the Department of Marine Resources.

This item will appear on the October Board of Selectmen's Agenda for approval.

**E. U.R.I.P. Payment (Urban Rural Initiative Program)**

The Board of Selectmen signs the certification for a refund from the Urban Rural Initiative Program. A quarterly refund payment for September 2011 is estimated at \$2,127.00. These funds may only be used for Capital improvement of public roads.

**F. Solid Waste Contract**

Jeff Berzinis of Southwest Boat reports that trash is up 20% in the last year by tonnage. Mr. Berzinis would like to see a consumer price index clause added to the contract. The previous contract with Gray Enterprises also calls for roadside pick up of personal waste only, no business waste. Mr. Berzinis reports that the high percentage of contract cost is for labor. He would like to pay higher wages for those who run the recycle centers. Southwest Boat has had some requests to take batteries and waste oil. Mr. Berzinis would like to see an EPA approved container at the recycle centers for storage of these items. EMR accepts these items one to two days per month at its facility. It is questioned whether our recycle center license would allow this. Adele Berzinis has been attending Acadia

Disposal District meetings. Currently there is no signed contract with Southwest Boat for trash. Mr. Berzinis will add his desired language to the old contract, and the Administrative Assistant will do the same for the Town. Berzinis and Fortune will work for the next thirty days on the contract language. The Board of Selectmen will review the draft at the September Board meeting. The draft will also be reviewed by the Town Attorney. It is hoped to have a signed contract for the October Board meeting. The Town currently budgets and pays \$47,500 per year for the trash contract. The Town Clerk will forward copies of the arbitration paperwork to Phil Whitney. The rubbish is still being hauled under the Ed Gray contract.

**G. Marvin Ott: Code Compliance**

Selectman Beal suggests that a letter be sent to Marvin Ott from the Town Attorney in reference to shoreland code violations by Mr. Ott at Great Cranberry Island. Phil Whitney suggests a time limit be set for compliance in the letter. Richard Beal moves to send the entire package to Kim Keene, with the responses and emails that the Town Attorney can address in a letter to Mr. Ott, his need to comply with the Planning Board's direction. If he doesn't, then we take it to the next step, automatic; file it with the court. Phil Whitney seconds the motion. (2-0) **Motion passes.**

**H. Clean Harbors-Clean Shores Program**

The Town has been contacted by the Clean Harbors-Clean Shores Program who wishes us to support and donate funds to their organization for clean up of our shores and harbors. According to the organization, Town of Cranberry Isles has received approval from our League of Towns Representative. This approval would have to come from a decision of the Board of Selectmen. The Board of Selectmen is not interested in this request; we have our own organizations that volunteer for shore cleanup. The understanding was that they were going to charge for services.

Phil Whitney requests that quarterly reporting from various town committees and representatives continue. The Deputy Clerk will follow up with quarterly reporting requests.

**I. Manset Bulletin Board**

The Manset Dockmaster has requested that bulletin boards be purchased for the outside and inside of the Manset Facility to place event posters on at Manset. The Harbor Committee has recommended this request. The Board of Selectmen does not recommend this purchase.

**J. Manset Float Repairs**

Chalmers Enterprises LLC has sent an estimate dated July 20, 2011 for final Season improvements to the Manset Shore Dock System:

1. Reverse outer ramp so that the bridge pin is fastened to the outer float (float #4). This change will allow that bridge to ride closer to the edge of the outer float relieving the bottoming out problem. This will require a guide to be built on float #3 to accept the inner end of that bridge. \$300.00
2. Four (4) ladders installed, one on each float. \$110.00 each
3. Hinge plate improvements to stiffen each entrance ramp on all three (3) bridges, six (6) total. \$300.00
4. Changes to the ramp guide on float #1 to match the 80' ramp. \$200.00

The Selectmen request that the remaining repairs be included for the budget for 2012. A folder will be kept with items that may be included on the March 2012 Town meeting warrant.

V. **Other Business**

- In reference to the snowplowing at Great Cranberry Island, the Municipal Advisory Commission (M.A.C.) has prepared a document that compares GCI and LCI costs for Snow Plowing from November 2008 to February 2011. The M.A.C. recommends paying a lump sum for GCI snow plowing, with no rental of equipment. Last year's one year contract with Blair Colby paid \$2200 per month for equipment rental plus hourly rate for plowing. On Islesford, the snow is plowed by a Town employee who is paid an hourly rate for plowing, and the equipment is owned and maintained by the Town. Richard Beal moves to put the snowplowing contract, pursuant to Town policy, out to bid, lump sum, single price bid and we use the previous contract as for six years now, same language for the basis of which we define what the roads are. This is for one year, starting 01 November 2011 and going through to 15 April 2012. Phil Whitney seconds the motion. **(2-0) Motion passes.** The Administrative Assistant will have this bid spec ready for the next BOS meeting. The bid notice will be published on both islands and in the newspaper.
- In reference to a roads maintenance plan for Islesford, the M.A.C. will be reviewing the S.W. Cole report and prepare recommendations.
- In reference to reclaimed roads on Great Cranberry, there have only been two formal complaints. Snowplowing is particularly hard on the shale roads. Jeff Berzinis suggests that the bid spec and contract have a clause added for shoes being required to plow the shale roads.
- The culvert that drains from the Sandbeach road into the marsh near the Sandbeach Cemetery is in need of repair as the beach rock has accumulated under the remaining portion of culvert and is not allowing water to drain back into the marsh; the marsh has been dry for a month or so now. The Administrative Assistant has hired Courtney Chaplin to repair the culvert and the work was hoped to have been accomplished this past weekend. As of today's meeting the work has not been done. Mr. Chaplin has estimated the cost of the work at \$600-\$800.
- The holding tank at the Great Cranberry Island restroom has been pumped by Haslam Septic.
- The Association for the Preservation of Sutton Island (A.P.S.I.) annual meeting will be held on Thursday, August 04, 2011. Town Representatives who will be attending the meeting are Denise McCormick, Jim Fortune, Nan Hadlock, Kaitlyn Damon, and Hugh Dwelley. Both Selectman Beal and Selectman Whitney have been scheduled for a previous engagement for Cranberry Isles Realty Trust on the same day. A white goods pick up will be scheduled for Sutton Island with Josh Gray. Hazardous waste from Sutton will have to be brought to Islesford or Great Cranberry
- In reference to school renovations, it is reported that the School Board has been meeting weekly in July to discuss plans for renovations to both the Islesford and Longfellow Schools. Some estimates have been received for both school renovations and may be viewed at the Town Office upon request. Concern is voiced over the fact that the School Board has not been posting

Islesford and Longfellow Schools. Some estimates have been received for both school renovations and may be viewed at the Town Office upon request. Concern is voiced over the fact that the School Board has not been posting their meetings according to State Law. School Board meeting minutes have not been being received by the Town Office in a timely manner. This violates the Right to Know Law.

Richard Beal moves that the Chairman contact the Town Attorney, that the three school board members receive a letter, a joint letter explaining the need for compliance with state reporting requirements, including the announcement of meetings, down to the minutes, and that the BOS wants the School Board to comply with State law and he can send that out with whatever the official reading is of the law. Phil Whitney seconds the motion. **(2-0) Motion passes.**

- Phil Whitney moves to involve the Town Attorney with research of ownership and rights at Sutton Island. Richard Beal seconds the motion. **(2-0) Motion passes.**

Richard Beal will call the Town Attorney in reference to the School Board and the Sutton Island issues. Most of the Sutton Island deeds may be on file at the Town Office. The Town is seeking research of rights of way, what is owned by who, etc.

- An estimate has been received from Chris Butler Landscaping for trimming and hauling away brush from the back of the Manset Warehouse building. The estimate came in at \$1200 and includes six feet of brush clearing. Richard Beal moves to take the money for trimming at Manset Warehouse up to \$1200. Phil Whitney seconds the motion. **(2-0) Motion passes.**
- Quarterly reporting requests will go out to various committees and representatives this month.
- The Board of Selectmen signs the contract with Haslam Septic Service for disposal of septic sludge from the Town Of Cranberry Isles.

**VI. Audience Communications**

None at this time.

**VII. Adjournment: 11:09 A.M.**

Richard Beal moves to adjourn the meeting. Phil Whitney seconds the motion. **(2-0) Motion passes.**