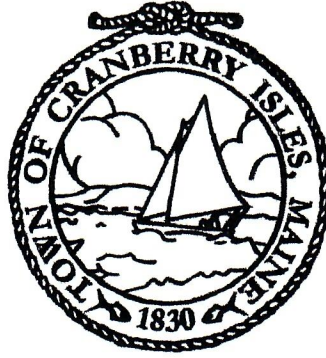


BOARD OF SELECTMEN
RICHARD BEAL, CHAIRMAN
CHRISTOPHER L. HATHAWAY
PHIL A. WHITNEY

TOWN CLERK / TREASURER
DENISE Mc CORMICK



MUNICIPAL ADVISORY COMMISSION
R. AXELROD, M. DONALD
K. WHITNEY, J. BERZINIS
R. STEVENS, 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
Wednesday, December 21, 2011 starting at 8:30 A.M.
at the Islesford Neighborhood House on Little Cranberry Island

(This meeting is a continuation of the December 6, 2011 Board of Selectmen's meeting)

AGENDA

REVISED 12/12/11

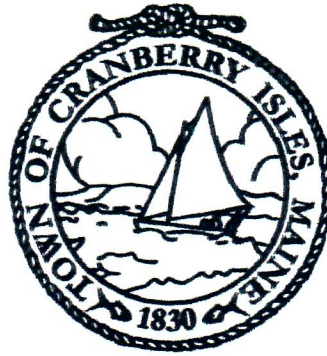
- I. Call to Order
- II. Review / Approval of Previous Meeting Minutes
- III. Review / Signing Financial Warrants
- IV. New Business
 - A. Continue Budget and Warrant Article Workshop
 - Preliminary Budget (Continue Workshop as needed)
 - Draft Initial Town Report Topics
 - Warrant Article Preparation for 2012 Town Meeting
 - B. Public Hearing – LUZO
 - C. Public Hearing – Harbor Ordinance
 - D. Estimate for Drainage Work Lower Main Street, Islesford
 - E. Estimate for Repair Work at GCI Gravel Pit (access road repair)
 - F. Appoint Planning Board Member (replacement due to resignation)
 - G. Discuss Sutton Island Path Research
 - H. Discussion Regarding Possible Harbor Master Position for TCI
 - I. Discussion Regarding Possible Economic Developer/Marketing Consultant for TCI
 - J. Discuss Potential Purchase of Property on GCI
 - K. Authorize Contract for the Emergency Voice Broadcasting service (EVB)
- V. Other Business
 - A. Marvin Ott: Shoreland Zoning/Code Compliance
- VI. Audience Communications
- VII. Adjournment

BOARD OF SELECTMEN

RICHARD F. BEAL, CHAIRMAN

PHIL A. WHITNEY

CHRISTOPHER L. HATHAWAY



MUNICIPAL ADVISORY COMMISSION

M. DONALD, C. CHAPLIN,

R. AXELROD, K. DAMON, C. DUGGAN

J. BERZINIS, K. WHITNEY

TOWN CLERK / TREASURER

DENISE M. CORMICK

ADMINISTRATIVE ASSISTANT TO BOS

JAMES FORTUNE

**Board of Selectmen's Meeting Minutes
Wednesday, December 21, 2011
Islesford Neighborhood House**

Attendance:

Christopher Hathaway, BOS

Phil Whitney, BOS

James Fortune, Administrative Assistant

Denise McCormick, Town Clerk

Nanette Hadlock, Deputy Clerk

Katelyn Damon, MAC

Susan Valdina Krasnow

- I. **Call to Order:** 8:30 AM by acting Chairman Chris Hathaway. Chairman Richard Beal is absent at today's meeting; Phil Whitney and Chris Hathaway represent a quorum of the Board of Selectmen.
- II. **Review / Approval of Previous Meeting Minutes**
 - In reference to the December 06, 2011 BOS meeting minutes, Review / Signing Financial warrants, agenda # II, page 2, paragraph 2, Dan Lief and Cynthia Lief, owners of the property, ...
 - Page 4, bullet 3, Add: *The Board of Selectmen do not accept the offer from Mr. Chaplin to "ordering an entire dump truck load of stone, even though only half would be used for this project"* (drainage work on Main Street at Islesford near the barge ramp).

Phil Whitney moves to accept the minutes with the amendments noted. Chris Hathaway seconds the motion. **Motion passes.**

In reference to a question asked by the Selectmen in reference to where the Town's valuation stands for considering revaluation, the Town Tax Assessor reports that TCI is currently at 92% ratio; if the Town valuation drops below 70% ratio, then a town wide revaluation would be considered.

III. **Review / Signing Financial Warrants**

Warrant # 58:	10,883.70
Warrant # 59:	367.00
Warrant # 60:	27,378.10
Total:	\$ 38,628.80

Phil Whitney questions why part time positions, such as Harbormaster, constable, etc. were paid the full stipend instead of hourly pay as agreed upon by the Selectmen a year ago. Reports were requested by the Selectmen, and submitted by those who received stipends. Hours worked were not submitted or requested this year. In 2010, these positions were paid hourly. Voters approve the amount of the stipends in the line item portion of the budget at Town Meeting. Mr. Whitney agrees to sign the warrant for payment of these positions this time, but expresses his position that something in writing be drafted for next year, asking for submission of hours worked, and that the employees would be paid hourly. Selectman Hathaway states that he is inclined to treat this as set salary; it seems a small amount for volunteering for these positions; it is often hard to find individuals to fill the positions.

Phil Whitney questions the amount of the Fairpoint bill for Fire Department Zone 1, Great Cranberry Island, in the amount of \$195.00. The bill covers telephone and internet services for the GCI Firehouse. Katelyn Damon states that she has never made a call on the GCI firehouse phone. The phone is located on the desk at the firehouse. In the future the phone will be unplugged and locked in a file cabinet where the internet is also kept. The charges may stem from recent installation of internet for the building. Ms. Damon will contact Fairpoint and request an explanation of the bill. Phil Whitney suggests holding off paying this particular bill until an explanation is received. Chris Hathaway suggests that the bill be reviewed for explanation of charges and agrees to hold payment at this time.

Barging services from Beal & Bunker were to bring the 2000 gallon attack pumper, donated by Trenton Fire Department, to Islesford.

Currently the heat and electricity are on at the GCI Firehouse. The water is turned off for the winter season. Katelyn Damon has placed a sign up requesting that the heat be turned back to 62 degrees when leaving the building.

All other warrants were signed by the Selectmen.

IV. New Business

A. Continue Budget and Warrant Article Workshop

- **Preliminary Budget (Continue Workshop as needed)**

The Municipal Advisory Commission (MAC) has presented the Board of Selectmen further recommendations and changes to the budget for 2012.

Discussion takes place over the MAC recommendations.

Bids for Islesford Road work will come in at the end of January which will give a better idea of cost. A survey was done on Sandbeach Road this week at a cost of \$4000 which was allocated.

In reference to drainage work to be done near the ANP Museum, a letter dated has been received from Sam Leonardi representing the Belousovitch Family.

The letter requests that if work is done on drainage at lower Main Street, would the Town consider extending the culvert and covering the ditch in front of Belousovitch residence. Until this past year Mr. Leonardi has re-ditched it himself and mowed the grass to keep it from clogging. Due to recent shoulder surgery, he does not feel he can do this anymore. If the culvert is not extended, Mr. Leonardi asks if the Town would please maintain the ditch.

Susan Valdina Krasnow is at today's meeting representing the Valdina family and the Loft property on lower Main Street. Ms. Valdina reports that the Belousovitch septic is at the front of their property, very close to the roadway.

In the past the Valdinas installed a culvert in front of the Loft property and covered it over for access. There are drainage pipes in the lawn of the loft

property for drainage from the back. Discussion takes place about the procedure for improving drainage in this area. It appears that the water is not making its way to the culvert at the beach that was installed more recently. The end of the culvert at the beach is also clogged by beach rock and will have to be maintained regularly for performance. An agreement was signed with Acadia National Park in December 2010 that agrees to improve drainage near the museum.

The MAC has recommended that the landscaping job at the Manset Facility be put out for bids or estimates, and to eliminate the amount of work done yearly. Currently a professional landscaper does a great job and also includes landscaping at the Marsh building.

Work left for the MAC on the budget includes finalizing the roads projects recommendations; Skip Stevens, Malcolm Donald and Katelyn Damon (MAC subcommittee) will continue work on a job description for the proposed public safety officer position in time for the January 03 BOS meeting.

- **Draft Initial Town Report Topics**

The Selectmen wish to include the two-page Baker Island Fuels Reduction Briefing Statement in the annual report.

The Manset End of Year Dockmaster's report, as edited by Phil Whitney will be included in the annual report. The BOS wishes to include the page one photo with the report; the Deputy Clerk will ask Dennis Dever for a digital copy of the photo. Further recommendations for the report are suggested by the Deputy Clerk and approved by the BOS.

A one page report with commuter ferry ridership totals, by monthly, without graph, will be prepared by the Administrative Assistant for inclusion in the annual report. A link will also be included in the report to the municipal website.

The Deputy Clerk will write a short synopsis of proposed amendments to the Harbor Management Ordinance and the Land Use Ordinance for the Shorelands to be included in the annual report.

The proposed fireworks ordinance will need to be forwarded to the Deputy Clerk for inclusion in the annual report and posting on the website.

Pioneer Print will be contacted by the Deputy Clerk in preparation for the annual report.

The Deputy Clerk will prepare a list of committee reports that have been received for the January 03 BOS meeting. The committee reports are due by January 06.

- **Warrant Article Preparation for 2012 Town Meeting**

The MAC has recommended taking out the warrant article for a proposed new Town office due to budget constraints and the need for more exploration into what the Town's needs are now and in the future. It appears that there will be a slight increase in taxes without adding in costs for a new Town office. Phil Whitney suggests that the BOS wait until the January 03 BOS meeting to decide on inclusion of the Town office warrant article.

Phil Whitney suggests that a proposed amount be budgeted for mowing at all cemeteries. State law requires that municipalities are responsible for upkeep of veteran's graves only. Many private cemeteries have their own accounts to help with upkeep, but not all. Phil Whitney suggests tabling this discussion until the January 03 BOS meeting.

In reference to warrant articles for proposed amendments to the Harbor Management Ordinance and the Land Use Ordinance for the Shorelands, a line will be added to each article stating that the complete proposed ordinance is available at the Town office and on the municipal website www.cranberryisles-me.gov. A condensed explanation of the changes will be included in the annual report.

The proposed fireworks ordinance will be printed in its entirety in the annual report.

B. Public Hearing LUZO

Phil Whitney moves to hold a joint public hearing to gather public input on the Land Use Ordinance for the Shorelands proposed amendments, Harbor Management proposed amendments, and the proposed Fireworks Ordinance on January 18, 2011, 9:00 A.M. at Great Cranberry Island and 1:00 P.M. at Islesford.

Chris Hathaway seconds the motion. **Motion passes.**

C. Public Hearing – Harbor Ordinance

Previously discussed.

K. Authorize Contract for the Emergency Broadcasting service (EVB) (taken out of order)

Chris Hathaway moves to accept the services for the Emergency Broadcasting service. Phil Whitney seconds the motion. **Motion passes.**

F. Appoint Planning Board Member Position for TCI (taken out of order)

As of today's meeting, there are no known volunteers for the Planning Board vacancy. This item is tabled at this time.

E. Estimate for Drainage Work Lower Main Street, Islesford

The Administrative Assistant recommends that the drainage work take place at lower Main Street on Islesford before the weather gets worse and, to have maintenance (cleaning out of beach rock) on the culvert at the beach done as well.

Phil Whitney moves to have Courtney Chaplin do the whole project. Chris Hathaway seconds the motion. **Motion passes.**

Due to time constraints, the remainder of today's agenda items are tabled until the January 03, 2012 BOS meeting.

VII. Adjournment: 11:23 A.M.

Phil Whitney moves to adjourn the meeting. Chris Hathaway seconds the motion. **Motion passes.**