

Town of Cranberry Isles, Maine

Official Website

cranberryisles.com islesford.com islandinstitute.org

May 1, 2012

MEETING NOTICE

The Cranberry Isles Board of Selectmen will conduct a regular meeting on Tuesday, May 1, 2012 starting at 8:30 A.M. at the Islesford Neighborhood House on Little Cranberry Island

AGENDA

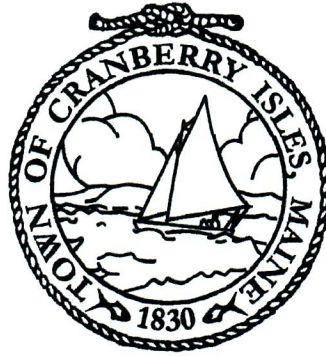
- I. Call to Order
- II. Review / Approval of Previous Meeting Minutes (April 3rd)
- III. Review / Signing Financial Warrants
- IV. Appointments.
 - A. LCI Harbormaster
 - B. Appeals Board
 - V. New Business
 - A. Cranberry Isles Harbor Master Proposal
 - B. Dock Master Position (2012 Summer Season)
 - C. Islesford Dock Restaurant: Liquor License
 - D. Islesford Road Projects Contracts and Change Order
 - E. Northeast Harbor Parking Lot Lease: 10-Year Renewal Option
 - F. Maset Property Boundary Encroachment
 - G. Commuter Boat (Future Contracts)
 - H. Code Violation Update
 - I. Sign 2012 Tax Commitment Letter
 - J. GCI Barge Ramp (Repair Cost Estimate)
 - VI. Other Business
 - VII. Audience Communications
 - VIII. Adjournment

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BOARD OF SELECTMEN

RICHARD F. BEAL , CHAIRMAN
PHIL A. WHITNEY
CHRISTOPHER L. HATHAWAY



MUNICIPAL ADVISORY COMMISSION

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

TOWN CLERK / TREASURER

DENISE Mc CORMICK

ADMINISTRATIVE ASSISTANT TO BOS

JAMES FORTUNE

**Board of Selectmen's Meeting Minutes
May 01, 2012
Islesford Neighborhood House**

Attendance:

Richard Beal, Chairman, BOS
Phil Whitney, BOS
Christopher Hathaway, BOS
James Fortune, Administrative Assistant
Denise McCormick, Town Clerk
Nanette Hadlock, Deputy Clerk
Karin Whitney, MAC
Katelyn Damon, MAC & School Board
Dennis Dever
Jeff Berzinis
Sheila Krasnow
Ann Fernald
Dan Lief
Cynthia Lief
Barbara Fernald

I. Call to Order: 8:29 A.M. by Chairman Richard Beal.

II. Review / Approval of Previous Meeting Minutes (April 3rd)

The Deputy Clerk reports that the recording device for meetings is not working and was not working for the April 03 Board of Selectmen's meeting. Meeting minutes have not been able to be downloaded with the device for quite some time. Technical help will be sought by the Town Clerk, or a new recording device will be purchased. The Deputy Clerk requests that all municipal officials who have not taken required freedom of access training be asked to do so. Selectman Beal requests that a list be forwarded to him of those who have not taken the required training and he will insure the training takes place.

Selectman Whitney requests that Selectmen's draft meeting minutes not be published or distributed until approved by the Board of Selectmen. This is to ensure accuracy of the minutes before being read by the public.

Richard Beal moves that the minutes be reviewed by the Selectmen within ten days of a board meeting and that minutes will not be published until the third week after board meetings. Chris Hathaway seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**

In reference to a motion made at the April 03, 2012 BOS meeting, Dan Lief requests clarification on the term “omnibus harbormaster”, (Section IV, A, Annual Appointments). Selectman Beal explains that the omnibus harbormaster is meant to mean a back up harbormaster in the event that either the Islesford or Great Cranberry Island Harbormaster is unavailable or unable to handle a situation, and then Dennis Dever will be called in by either the harbormaster(s) or the Board of Selectmen. The word omnibus will be struck from the minutes and replaced with back up.

In reference to the municipal solid waste adjustment (Section IV, B), Phil Whitney requests that his thank you to Dan Lief for preparing a report on MSW be included in the April 03 minutes. In the same section, the sentence “Heated discussion takes place where the Town Clerk requests that Mr. Berzinis please refrain from insulting Town employees” is struck from the minutes. An email dated April 27, 2012 from Adele Berzinis of Southwest Boat has been received by the Selectmen. The email is not available for discussion at today’s meeting. The email is reported to address concerns in regard to accuracy and content with the April 03, 2012 BOS meeting minutes. This item will be on the June BOS meeting agenda where the questions in the email will be addressed.

Richard Beal moves to approve the April 03, 2012 Board of Selectmen meeting minutes as amended, pending any needed modifications regarding the solid waste discussion at the June Selectmen’s meeting. Chris Hathaway seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**

III. Review / Signing Financial Warrants

Warrant #18:	4,905.35	
Warrant #19:	4,997.48	
Warrant #20:	56,669.96	(school)
Warrant #21:	39,605.34	
Total:	106,178.13	

All warrants were signed by the Board of Selectmen.

IV. Appointments

A. LCI Harbormaster

The Board of Selectmen appoints Bruce Fernald as Harbormaster for Islesford.

B. Appeals Board

The Board of Selectmen appoints Gaile Colby as Board of Appeals member.

V. New Business

A. Cranberry Isles Harbormaster Proposal

Selectman Beal has called Dennis Dever in reference to the Manset Dockmaster position for 2012 with expanded hours, to act as back up to LCI and GCI Harbormasters, as well as attend a police officer course. Mr. Dever would agree to these requests and has sent a proposal to the Board of Selectmen. Funds were approved by the voters for the Dock Master position, (\$ 5,000). Voters were not asked at the annual town meeting to approve any further funds for a police officer or training for a police officer. The police officer position is not being considered at this time. The back up Harbormaster position will be appointed at the June BOS meeting.

B. Dock Master Position (2012 Summer Season)

Richard Beal moves to appoint Dennis Dever as Dockmaster for Manset. Phil Whitney seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

The Administrative Assistant has presented the BOS with a job description for the Manset Dockmaster.

\$5,000 was approved and budgeted by the voters for this position. Hourly wage will be \$15.00 per hour. Mr. Dever will make one trip per day between May 25 and July 01, 2012. Three trips per day to the facility will occur from July 02 to September 30, 2012. One trip per day will occur between October 01 to the end of the boat service season to Manset. Any additional hours needed would need to be authorized in advance by the Board of Selectmen.

C. Islesford Dock Restaurant: Liquor License

An application for a liquor license for Islesford Dock Restaurant is approved and signed by the Board of Selectmen. The Selectmen request that Daniel Lief also sign the application as he is listed on the application as co-applicant for the license with Cynthia Lief.

D. Islesford Road Projects Contracts and Change Order

Ron Axelrod has suggested that the paving and other roadwork at Islesford should be written as one contract. At the February BOS meeting the Selectmen decided to separate the paving from the Goodwin contract in order to realize a cost savings. It is now suggested that one contractor would be easier for the Town. Chris Hathaway moves to make it a single contract. Phil Whitney seconds the motion, with a unanimous vote by Richard Beal. **Motion passes.**

The Board of Selectmen signs a new contract to include paving. The Board of Selectmen publicly acknowledges that the warrant to pay the first payment to Goodwin's will be signed by the Board out of meeting reflecting contract payment amounts to include paving.

E. Northeast Harbor Parking Lot Lease: 10-Year Renewal Option

Chairman Richard Beal signs a letter to the Town of Mount Desert seeking TCI's renewal for the next ten year lease for the parking lot in Northeast Harbor. TCI has offered to help pay for painting of numbered spaces and sweeping of the parking lot.

Richard Beal has ordered yellow laminated signs to post on the islands in reference to the ban on fireworks.

F. Manset Property Boundary Encroachment

A letter of response has been received from Judith Hyers' attorney in reference to a fence placed on TCI property at the Manset Facility. Michael L. Ross requests to be shown a tax map, plan or survey where the fence is so that the concerns set forth in the letter (to Ms. Hyers) can be properly addressed. TCI attorney Matt Worthen responds that "the property description in the deed from the Town to Ms. Hyers was generated using pins or other monuments at the corners and the fence is clearly located outside of those monuments on Town property. If Ms. Hyers has a survey that conflicts with this understanding, or feels a survey would be helpful in relocating the fence onto her property, please advise and forward a copy." This issue will appear on the June BOS meeting agenda.

G. Commuter Boat (Future Contracts)

Public forums are tentatively scheduled for July 03, 2012 on Islesford and Great Cranberry Island to gain public input on the commuter ferry service. Bids for the commuter service are expected to be due in August with the Board of Selectmen choosing a bid for the service in September. The bids are expected to be presented as two different sets of specs: one for each part of the service (shoulder season and winter service; and one for the whole service with a single operator. The MAC

has suggested that the commuter ferry service provider be asked to make a stop in Southwest Harbor as well as Northeast Harbor for the summer section of service. Selectman Whitney has received an email from Donald Lagrange of Town of Southwest Harbor, dated April 05, 2012. The letter states that Southwest Harbor is discussing parking issues and increasing the number of moorings in the harbor. One approach is to limit ferry service from the upper town dock. The letter invites Mr. Whitney to attend the Selectmen's meeting for the discussions. Southwest Harbor has asked in contractors could park at our facility. It may be possible to develop space beside the Brown house (Hyers) for contractor parking to GCI. The Town of Southwest Harbor is planning to reconfigure the upper Town Dock area to add more moorings. The Administrative Assistant is requested to research the file showing potential parking spaces at the Manset facility. The TCI Board of Selectmen is also interested in a spot to store boat trailers.

The Town Clerk is requested to obtain snow plowing specs from the Town of Trenton. A copy of the draft lease for the GCI Firehouse will be made available for the June BOS meeting.

H. Code Violation Update

In reference to a violation at the garage owned by Roy Hadlock of Islesford, Nick Hadlock and Katelyn Damon are in the process of moving out into their recently purchased home on Islesford. A letter from the Code Enforcement Officer, dated April 23, 2012, has been received by the BOS. The letter states that conversations were held with Nick and Roy Hadlock. All plumbing installed in the dwelling unit would need to be removed, along with the stove. Once the items have been removed, an inspection by the CEO must be conducted to verify compliance. This item will appear on the June BOS meeting agenda.

I. Sign 2012 Tax Commitment Letter

The Board of Selectmen signs the 2012 Tax Commitment letter. The amount to be raised in taxes 2012 is \$1,282,503.00.

J. GCI Barge Ramp (Repair Cost Estimate)

Jim Fortune contacted Blair Colby about an estimate for moving the rocks back at the GCI barge ramp. Mr. Colby has suggested that the leftover barge slabs stored at the GCI pit be used instead of moving the rocks back into place. The DEP and the Army Corp of Engineers have permitted what is already there, and DOT funds were used for the new ramp. The footprint of the project has been permitted as built. Selectman Beal suggests that using the slabs would change the footprint. Mr. Beal will call Goodwin's to see if the next time they have a bulldozer on GCI if they will place the rocks back in place at the ramp. Goodwin stores materials at the Town pit from time to time and maybe would be willing to do this job au gratis in exchange.

VI. Audience Communications (taken out of order)

- Katelyn Damon requests that the streetlight that is shining into their new home at night be either shielded or removed. Selectman Beal requests that Jim Fortune call Bangor Hydro to have the streetlight moved to a different pole at the Town's cost. Katelyn will get the pole number to Jim.
- Karin Whitney reports that some repairs need to be done at the GCI restroom. James Fortune will line up someone to do these repairs and Karin will show the repairman what needs to be done.

VII. Other Business

- Jeff Berzinis continues repairs to GCI dock. Some 2x8's need to be replaced with 3 x 8's. Mr. Berzinis will give a rough estimate of what needs to be spent to Selectman Beal.
- Richard Beal seeks the Board's support for a light for the GCI dock shed that turns off when leaving.
- There are no updates at this time on harbor safety study improvements.
- The Sutton Island roads research will be forward to the Association for the Preservation of Sutton Island (APSI). Selectman Beal will ask the Town attorney for guidance on the next legal step in regard to the dock path and middle path at Sutton Island.
- In reference to pumping out of the GCI public restroom, the Town pays the initial pumping in the spring and Cranberry General pays the additional pumpings needed each year.
- There are no updates on the possibility of a third mooring at Manset.
- The Cranberry Isles School Committee will be meeting twice a month in order to cover their entire agenda. One meeting will be held for updates on repairs at the Longfellow School building, and the other meeting will be for other agenda items. One of the May meetings will include a discussion on whether or not to open the Longfellow School. GCI resident Ingrid Gaither has spoken to the School Committee saying she would like Longfellow School open, even if her child is the only student.
- Senator Langley will be attending the June BOS meeting. Paul Paradis will be joining Senator Langley as well. No campaigning will take place at the Selectmen's meeting.
- The Great Cranberry Island Firehouse has been cleaned out by (8) Fire Club volunteers at a Saturday morning meeting. Rick Gaither took a pile of leftover debris to the transfer station later in the week.
- On May 17, 2012 the Islesford Volunteer Fire Department will have its records reviewed by Safety Works of Maine. The IVFD has paperwork to apply for a class nine rating.
- Firefighters from Acadia and Cape Cod National Seashore will begin clearing of vegetation and thinning of vegetation on Baker Island on or around June 11th and complete it on or around June 25th.
- The dock at the end of Dog Point Road was built in 1972 on land then owned by Steve Spurling. The road also belonged mostly to Steve Spurling.
- A map has been received from FEMA showing upcoming flood management study areas. This map may be viewed at the Town Office.
- Karl Brunner's contract to operate the Cranberry Isles Commuter Boat for the 2012 summer season ends prematurely on August 30, 2012, even though the summer service runs until October 14.
- The Board of Selectmen signs an extension with Karl Brunner to extend the term of the contract for to 2012 summer season to October 14, 2012 in order to complete the season. Mr. Brunner is reportedly willing to do so.
- James Fortune will attend the May 16, 2012 League of Towns collaboration workshop for municipal officials.
- The Acadia Gateway Center will open on May 04, 2012.
- On July 24, 2012, the League of Towns will meet on Great Cranberry Island.

- In reference to parking, there were four requests for Northeast Harbor parking that did not get granted by the parking committee. Parking stickers are expected to be mailed out this week.
- Matt Caldwell of RJD Appraisal will be in the Town Office on Tuesday May 08, 2012.

VIII. Adjournment: 1:18 P.M.

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