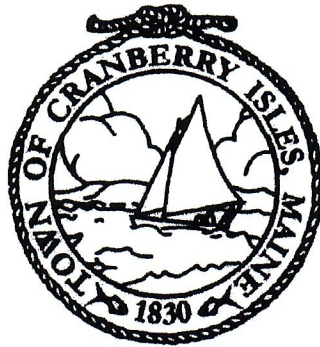


BOARD OF SELECTMEN

RICHARD F. BEAL, CHAIRMAN
SALLY A. B. ROWAN
CHRISTOPHER L. HATHAWAY



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 a regular meeting on Tuesday, September 7th, 2010 at 8:45 AM at the Neighborhood House on Little Cranberry Island.

AGENDA

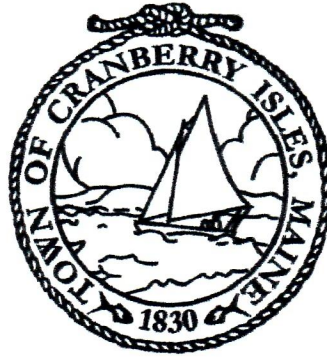
- I. Call to Order
- II. Review / Approval of Previous Meeting Minutes
- III. Review / Signing Financial Warrants
- IV. Appointments
 - A. Municipal Advisory Commission Liaison
- V. Old Business
 - A. Fire / Rescue Update
 - B. Longfellow School – Change Order
 - C. Cranberry Road Work Change Order
 - D. Signing of Certifications and Assurances for Ferry Service
 - E. Signing of 2010 – 2011 Ferry Service Contracts
 - F. Solid Waste Operations and Contract
 - G. Islesford School Furnace
 - H. Town Office Lease and Furnace
 - I. Surveillance Cameras at Islesford Docks
- VI. New Business
 - A. Brush Trimming Bids
 - B. Marine Stair Bids
 - C. Marine Stair Maintenance
 - D. Manset Float Storage Request (Charles Dunbar)
 - E. Proposed Shoreland Ordinance and Site Plan Application Changes
 - F. Gravel Road Maintenance
 - i. Initial Review of Cranberry Reclamation Work
 - ii. Changes to Winter Maintenance Practices
 - iii. North Woods Road Repairs
 - iv. Multi-Year Maintenance Contract for Town Roads
 - G. End of Year Road Work
 - i. Islesford
 - ii. Sutton
- VII. Other Business
- VIII. Audience Communications
- IX. Adjournment

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FACILITIES SUPERVISOR

ERIC DYER

**Board of Selectmen's Meeting Minutes
September 07, 2010
Islesford Neighborhood House**

Attendance:

Richard Beal, Chairman, BOS
Sally Rowan, BOS
Chris Hathaway, BOS
Eric Dyer, Facilities Supervisor
Denise McCormick, Town Clerk
Nanette Hadlock, Deputy Clerk
Ron Axelrod, MAC
Malcolm Donald, MAC
David Axelrod
Phil Whitney
Hugh Smallwood
Dan Lief
Cynthia Lief
Jeff Berzinis
Anna Fernald
Ellie Miller
Jack Miller
Barbara Meyers
Deborah Brooks
Tom Watson
Leslie Watson
Evelyn Boxley

- I. Call to Order:** 8:45 AM by Chairman Richard Beal.
- II. Review / Approval of Previous Meeting Minutes**
Richard Beal moves to approve the September 16, 2010 Special Board of Selectmen's meeting minutes as written. Chris Hathaway seconds the motion. **Motion passes.**
Richard Beal moves to approve the September 18, 2010 Emergency Selectmen's meeting minutes as written. Chris Hathaway seconds the motion. **Motion passes.**

III. Review / Signing Financial Warrants

Warrant # 39:	\$ 4651.62
Warrant # 41:	\$ 32,465.81
Warrant # 42:	\$ 32,140.38
Warrant # 43:	\$ 65,128.45
	\$ 134,386.46

All warrants were signed by the Selectmen.

VIII. Other Business (taken out of order)

- The Board of Selectmen is presented with an overview for the position of Americorps Emergency Response Coordinator. The purpose of this position will be to develop, implement and strengthen volunteer emergency response programs for the Town of Cranberry Isles. An application has been filed with Americorps by Hugh Smallwood and Dan Lief on behalf of the Town.

Essential Functions of the position are:

- Participate in staff meetings
- Attend required weekly meetings with supervisor
- Coordinate projects with team members
- Personal transportation
- Networking outreach to other volunteer and EMS services
- Raise awareness within the community
- Implement and improve and document our volunteer management system
- Recruit and train community volunteers fire and EMS
- Work with local businesses to develop incentives for community members

At the August 24, 2010 Special Town Meeting, voters approved \$10,000 from the fire department Zones 1 & 2 reserve accounts to help pay for this position. The year starts on October 15, 2010 and ends on October 24, 2010. Dan Lief states that he and Hugh Smallwood will be the co-supervisors for the AmeriCorps member. This individual will not be the leader of EMS and Fire Services. Two questions from the audience in reference to this position are asked:

- Is there any way that we can insure that this community member chosen for this position will stay with the community after the term is up?

Mr. Lief suggests that this will be a part of the hiring process, using good solid judgment on whether the candidate will stay on the islands or not.

- Will the town be responsible for training and other expenses for the individual chosen for the position? If so, where will the money for this come from as none was budgeted for this purpose at the annual town meeting?

Money for training and other expenses will come from budgeted fire department funds.

Selectman Beal suggests that a committee be appointed to interview candidates and hire a community member for the position.

Volunteers for this committee are:

Evelyn Boxley
Dan Lief
Hugh Smallwood
Sally Rowan

Chris Hathaway

Chris Hathaway moves to form the committee, leaving the membership open for Great Cranberry Island residents are interested as well. Richard Beal seconds the motion, with a unanimous vote by Sally Rowan. **Motion passes.**

A meeting of the committee will be held today 3:00 PM at Islesford Neighborhood House. The job will be posted as soon as possible, interviews will be held. The Selectmen will accept a report at the October board meeting.

- The Great Cranberry Island ambulance is still in Hermon for repairs.

IV. **Appointments**

A. **Municipal Advisory Commission Liaison**

The Municipal Advisory Commission (MAC) has suggested that the Board of Selectmen (BOS) appoint an individual as liaison with the towns of Southwest Harbor and Northeast Harbor. The objectives of this position will be to secure information about maritime transportation operations and planning for use by the TCI Board of Selectmen. The MAC wishes to have an individual(s) appointed to be called "Island Representatives" to attend BOS and Harbor Committee meetings in Mount Desert and Southwest Harbor to foster a closer relationship with these towns and collect information for the BOS and MAC. The island representative(s) will submit a monthly report to the Chairman of the BOS and MAC. The report shall consist of meeting agendas, meeting minutes or other meeting reports, and a brief summary by the Island Representative with reference to marine transportation, operations, and planning.

The Island Representative will be eyes and ears only, no voice on behalf of TCI. Richard Beal moves to approve the appointment of MAC Liaison; with a request for the MAC to come back to the October BOS meeting with selectees. Sally Rowan seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

V. **Old Business**

A. **Fire / Rescue Update**

The Board of Selectmen is presented with an emergency medical service policy as mandated by the State of Maine Emergency Management System.

Richard Beal moves to accept the TCI Emergency Medical Service Policy. Sally Rowan seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

Copies of this policy are available from the Town Office and at the municipal website www.cranberryisles-me.gov under town documents.

Recently four residents from Cranberry Isles took and passed the emergency vehicle operator's course offered by Town of Mount Desert Fire Department:

- Phil Whitney, GCI
- Mark Alley, GCI
- Wendy Rackliff, GCI
- Roy Hadlock, Islesford

Selectman Hathaway suggests that the director of Cranberry Isles Rescue should be on the committee that selects the Americorps fellow.

B. **Longfellow School – Change Order**

A memorandum of intent for window replacement at Longfellow School is presented to the Selectmen for approval.

Richard Beal moves to accept the change order. Sally Rowan seconds the motion with a unanimous vote by Chris Hathaway. **Motion passes.**

Selectman Beal reports that last week new controls were placed on the boiler at the Longfellow School. Mr. Beal also reports that the fuel tank will need to be replaced.

C. Cranberry Road Work Change Order

The Board of Selectmen signs a change order for the stockpiling of 108 cubic yards of crushed stone material in the gravel pit on Great Cranberry Island. The purpose of the change order is to stockpile materials for future road maintenance. Net increase to the contract price for this change order is \$8,976.00. The contract price for the approved change order is \$129,149.00.

Selectman Beal reports that the remaining calcium chloride has been stockpiled and covered at Great Cranberry Island.

D. Signing of Certifications and Assurances for Ferry Service

Richard Beal signs on behalf of the Board of Selectmen the Certifications and Assurances for Federal Transit Administration Assistance Programs. This is required in order to receive FTA grant funds for the commuter ferry service.

E. Signing of 2010 – 2011 Ferry Service Contracts

The Board of Selectmen signs a Memorandum of Agreement between the Town Of Cranberry Isles and Karl Brunner for the summer season of the commuter ferry service. The commuter service schedule with Karl Brunner shall begin on August 30, 2010 and end on October 15, 2010, as well as May 01, 2011 to Sept. 02, 2011. Morning trips will leave GCI at 6:15 AM and leave Islesford at 6:30 AM. Expected arrival at Northeast Harbor is 6:50 AM.

The Facilities Supervisor will check on the performance bond and insurance for the ferry service, as well as call the insurance company to request notification of cancellation of insurance if this should occur.

F. Solid Waste Operations and Contract

Stickers have been made for roadside trash collection which will be used to indicate to residents why their trash was not collected, (i.e. not in a clear bag, food waste in bag, hazardous material in bag, etc.)

A meeting will take place in October with the Town attorney and the attorney for Southwest Boat in regard to the solid waste contract.

A hazardous waste disposal date will be held sometime in October and will be posted before the date of drop-off.

G. Islesford School Furnace

Following a safety inspection of furnaces in town facilities, it has been determined by Northeast Plumbing & Heating that the Islesford School furnace should be replaced. The furnace has been replaced within the last five to six years. It is reported that the furnace has never ran correctly since installation. No answer is available for why the school board did not pursue this issue. Selectman Hathaway will follow up on this at the October school board committee.

H. Town Office Lease and Furnace

Following a safety inspection of furnaces in town facilities, it has been determined that the furnace at the town office building on Islesford needs to be replaced. The damper is off the furnace, carbon monoxide is being released from

the seams of the furnace. Selectman Beal has requested that the office staff do not enter the basement of the building when the furnace is running. A carbon monoxide detector is in place in the front office. Currently the building is leased from the Valdina Family at the rate of \$550.00 per month. The Facilities Supervisor has spoken with Eric Valdina and it is reported that the Valdinas are willing to replace the furnace. There may be an increase in the rent as a result of this. The town attorney is currently working on the lease update.

I. Surveillance Cameras at Islesford Docks

The Selectmen are considering installing surveillance cameras at the Islesford Dock and Islesford barge ramp. This item will be revisited at the October Board of Selectmen's meeting allowing time for public comment.

In reference to installing surveillance cameras at Great Cranberry Island Dock, at the August Board of Selectmen's meeting, some residents of Great Cranberry Island spoke against the installation of the cameras due to privacy issues. At the July Board of Selectmen's meeting, some GCI residents spoke of the amount of vandalism that is occurring at the GCI town dock. Recently the flag pole was disassembled and thrown into the water. Southwest Boat will try to retrieve the flagpole today.

A bid was received from Seacoast Security in the amount of \$ 4,977.00 for installation of surveillance cameras at Great Cranberry Island.

The Selectmen agree that as long as the access to who may view the tapes is restricted, that the cameras should be placed at GCI Town Dock.

The camera feeds into a DVR inside a lockbox, viewed only by Law Enforcement if necessary. Viewing will not be accessed on the internet as previously suggested. Permission has been granted to place the box in the back room of the GCI Post Office and will be locked.

Richard Beal moves to authorize the Treasurer to institute the contract with Seacoast Security to install cameras at GCI Dock. Chris Hathaway seconds the motion, with a unanimous vote by Sally Rowan. **Motion passes.**

VI. New Business

A. Brush Trimming Bid

Not discussed.

B. Marine Stair Bids

Not discussed.

C. Marine Stair Maintenance

Not discussed.

D. Manset Float Storage Request (Charles Dunbar)

Bear Island Resident Charles Dunbar has made a request to the Town to be allowed to store his marine float at our Manset Facility. Mr. Dunbar is willing to pay rent for storage at the same rate he has previously paid at Northeast Harbor. The Town Clerk and Facilities Supervisor will check into whether or not this would be permissible according to the tax exempt bond on the facility.

E. Proposed Shoreland Ordinance and Site Plan Application Changes

Not discussed.

F. Gravel Road Maintenance

i. Initial Review of Cranberry Reclamation Work

Not discussed.

ii. Changes to Winter Maintenance Practices

Not discussed.

iii. North Woods Road Repairs

The Northwoods Road, (a.k.a. Merrill Road) at Islesford was graded last week. Following the grading work, someone dragged something down the middle of the road. Further work is needed on Northwoods Road.

iv. Multi-Year Maintenance Contract for Town Roads
Not discussed.

VII. Other Business

No further business at this time.

VIII. Audience Communications

- Great Cranberry Island resident Tom Watson strongly suggests that Islesford not use slate road reclamation as was used on Dog Point Road this summer. Mr. Watson claims that the roads are very dusty and large pieces of slate were used for the project. He also foresees that snowplowing will be difficult this winter on this type of road.

IX. Adjournment: 11:26 A.M.

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