

BOARD OF SELECTMEN

RICHARD F. BEAL, CHAIRMAN

PHIL A. WHITNEY

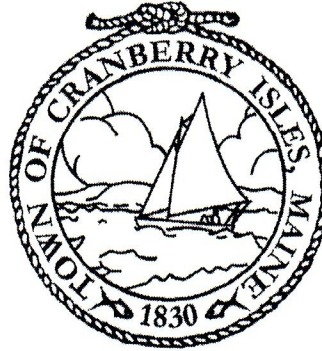
CHARLES F. DUNBAR

TOWN CLERK / TREASURER

DENISE McCORMICK

PUBLIC SAFETY COORDINATOR

KATELYN DAMON



MUNICIPAL ADVISORY COMMISSION

R. AXELROD

J. AMUSO, J. BERZINIS

K. DAMON, M. DONALD

C. DUGGAN, K. WHITNEY

ADMINISTRATIVE ASSISTANT

JAMES FORTUNE

**Board of Selectmen's Meeting Minutes
April 02, 2013
Great Cranberry Island Community Center**

Attendance:

Richard Beal, Chairman, BOS

Phil Whitney, BOS

Charles Dunbar, BOS

James Fortune, Administrative Assistant

Denise McCormick, Town Clerk

Nanette Hadlock, Deputy Clerk

Karin Whitney, MAC

Ingrid Gaither

Tony Smith, Chairman Acadia Disposal District (A.D.D.) & Mount Desert Public Works

Elliott Spiker, A.D.D. Treasurer & Tremont Representative

I. Call to Order: 8:45 A.M. by Chairman Richard Beal.

II. Reviewing / Signing Financial Warrants

Warrant # 12: 5,308.85

Warrant # 13: 5,016.95

Warrant # 14: 43,295.59

Warrant # 15: 74,014.62

Total: 127,636.01

Phil Whitney suggests when we have work performed on Great Cranberry, such as cleaning the firehouse or whatever; we should try our best to get people from Great Cranberry to do that as opposed to bringing somebody from Islesford. Richard Beal says ok.

An invoice from Blair Colby for tree removal on Great Cranberry Island is questioned by Phil Whitney. Mr. Whitney states that the tree work only took approximately one half hour. Mr. Colby has submitted a bill for \$340. The Board of Selectmen agrees to pay Mr. Colby an amount of \$100 for the work.

In reference to an invoice submitted by Blair Colby under financial warrant #15, April 02, 2013 BOS meeting: Phil Whitney reports that he was mistaken when suggesting that only \$100 should be paid of the invoice. More than one

incident of cleanup was billed for; the whole amount of \$340 has been submitted to Blair Colby. The April 02, 2013 minutes will be amended as such.

III. Review / Approval of Previous Meeting Minutes; March 5 and March 16, 2013

Phil Whitney moves to approve the March 05, 2013 Board of Selectmen's meeting minutes as written. Charles Dunbar seconds the motion, with a unanimous vote by Richard Beal. **Motion passes.**

Phil Whitney moves to approve the March 16, 2013 Board of Selectmen's meeting minutes as written. Richard Beal seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**

IV. New Business

a. Acadia Disposal District: Memorandum from Tony Smith-Regional Municipal Solid Waste Facility

Tony Smith, Chairman of Acadia Disposal District (A.D.D.), and Elliott Spiker, A.D.D. Treasurer and Tremont Representative, are here at today's meeting to discuss the memo of understanding to support A.D.D.'s goals related top the land in Town Hill set aside in 1986 for an on-island (M.D.I.) solid waste facility.

The site in Town Hill has now been turned down. A.D.D. has been working with Civil Engineering Services (C.E.S.) since 2006 on an options analysis. Options currently are:

- Southwest Harbor facility to PERC in Orrington
- Curbside collection to PERC

• **Our own new transfer station**

A suitable site on MDI has been slim pickings thus far. Ultimately, any decision will require voter approval in each A.D.D. town. The Town of Southwest Harbor has voted to withdraw from A.D.D. All towns currently members of A.D.D. are currently required to send their municipal solid waste to the transfer station in Southwest Harbor. This waste is then sent on to P.E.R.C. in Orrington. The P.E.R.C. facility in Orrington is slated to close in 2018. At this time, A.D.D. is waiting for a final report from C.E.S. on the options analysis. The Board of Selectmen thanks Mr. Smith and Mr. Spiker for attending today's meeting.

b. Annual Appointments

• **Animal Control Officer (term expires 2014)**

Phil Whitney moves to appoint Allan McCormick as TCI Animal Control Officer. Richard Beal seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**

Ingrid Gaither suggests that it would be useful to have an animal control officer on both Islesford and Great Cranberry Island. She cites that it would be less of a response time and also less pay in travel to have an A.C.O. on both of the islands.

Phil Whitney moves to advertise the A.C.O. position on Great Cranberry Island to see if there is any interest. Richard Beal

seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**

A candidate for this position would be required to take the 3-day A.C.O. training course.

- **Islesford Constable (term expires 2014)**
Richard Beal moves to appoint Richard Howland as constable for Little Cranberry Island. Phil Whitney seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**
- **Great Cranberry Island Constable (term expires 2014)**
Phil Whitney moves to appoint Richard Beal as constable for Great Cranberry Island. Charles Dunbar seconds the motion. Richard Beal abstains from the vote. **Motion passes.**
- **Islesford Harbormaster (term expires 2014)**
Richard Beal moves to appoint Bruce Fernald as Harbormaster for Little Cranberry Island. Charles Dunbar seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**
- **Great Cranberry Island Harbormaster (term expires 2014)**
Richard Beal moves to appoint Norman Sanborn, II as Harbormaster for Great Cranberry Island. Charles Dunbar seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**
- **Local Health Officer (term expires 2014)**
Richard Beal moves to appoint Wanda Harmon Porter as TCI Local Health Officer. Charles Dunbar seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**
- **Board of Appeals Member (term expires 2016)**
Charles Dunbar moves to appoint Beverly Sanborn as Board of Appeals Member. Phil Whitney seconds the motion, with a unanimous vote by Richard Beal. **Motion passes.**
- **Board of Appeals Member (term expires 2016)**
Richard Beal moves to appoint Ingrid Gaither as Board of Appeals Member. Phil Whitney seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**
- **Board of Assessment Review (3members, terms expire 2014)**
Richard Beal moves to appoint Michael MacFarlan, Beverly Sanborn and Malcolm Donald as members of the Board of Assessment Review. Phil Whitney seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**
- **Harbor Committee Member (term to expire 2014)**
Richard Beal moves to appoint Ed Gray as Harbor Committee Member for a one year term. Phil Whitney seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**
- **Harbor Committee Member (term to expire 2015)**

Richard Beal moves to appoint Scott Bracy as Harbor Committee Member for a two year term. Phil Whitney seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**

- **Harbor Committee Member (term to expire 2016)**
Richard Beal moves to appoint Richard Howland as Harbor Committee Member for a three year term. Phil Whitney seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**
- **Harbor Committee Member (term to expire 2015)**
Richard Beal moves to appoint Roy Hadlock as Harbor Committee Member for a two year term. Phil Whitney seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**
- **Harbor Committee Alternate (term to expire 2014)**
Richard Beal moves to appoint Nickolas Hadlock as Alternate Harbor Committee Member for a one year term. Phil Whitney seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**
- **Harbor Committee Alternate (term to expire 2014)**
Richard Beal moves to appoint James Fortune as Alternate Harbor Committee Member for a one year term. Phil Whitney seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**

The Board of Selectmen strongly urges the Harbor Committee meet before May 15.

c. Parking Committee Appointments

The Board of Selectmen appoints the following individuals for the Parking Committee:

- Cory Duggan, MAC
- Malcolm Donald, MAC
- Richard Beal, BOS

The parking application deadline is April 13th. The Parking Committee plans to meet for final decisions April 22 or April 23.

d. GCI Restroom and Manset Custodial Service Contract

Phil Whitney recuses himself as Selectmen for discussion on this agenda item. Mr. Whitney asks if the Board of Selectmen intends to bid this position out. The Town Clerk states that the previous custodial employee for this position is an employee of the Town and cannot be terminated without due cause. This agenda item may not be discussed in open meeting without the employee's permission to do so.

10:28 A.M. – Richard Beal moves to go into executive session, Personnel Matter, 1 M.R.S.A. § 405(6)(A). Charles Dunbar seconds the motion, with Phil Whitney abstaining. **Motion passes.**

10:37 A.M. – Richard Beal moves to return to open regular session. Charles Dunbar seconds the motion, with Phil Whitney abstaining. **Motion passes.**

Richard Beal moves to approve the custodial services contract for GCI and Manset restrooms. Charles Dunbar seconds the motion, with Phil Whitney abstaining. **Motion passes.**

Phil Whitney returns from recusing himself as Selectman for the previous discussion.

e. Town Office Lease Renewal

The Selectmen note some minor repair work that needs to be done at the Town Office building on Islesford (porch railings, deck work, etc.). The Board requests that James Fortune speak with the landlords to offer up to \$1000 for the Selectmen's contingency fund to do some small repairs at the facility. This item will appear on the May BOS agenda with the possibility of an amended contract to include a list of improvements. The current one year lease renewal is signed by the Selectmen.

f. Marsh Insurance, Inc.: Lease Renewal

The current lease between TCI and Marsh Insurance, Inc. will expire on August 31, 2013. Thomas Adams of Marsh has requested the Landlord's calculation/proposed rental rate for each of the following term options:

- One year renewal option per the lease (no work required, including CPI increase, of 1.98%) \$ 29,323.09 annually
- Three year lease (no work required, no CPI increase) \$28,753.80 current rent
- Five year lease (no work required, no CPI increase) \$28,753.80 current rent

The Administrative Assistant recommends a three year or five year lease. The Selectmen agree with either a three year lease or a five year lease, with a one-time 1.98% CPI increase to \$29,323.09 each year for the term of the lease. Marsh would be paying one half of the property taxes on the property being currently leased by them. The Administrative Assistant will forward the Selectmen's proposal to Marsh.

g. Islesford Fire Truck Contract/Purchase Order

The cost of the new truck for Islesford Volunteer Fire Department is \$218,366. At the annual town meeting in March, voters approved up to \$220,000. Currently the fire department is pricing out equipment to outfit the new truck. The Board of Selectmen concurs that they expect the Islesford Volunteer Fire Department to use their own private funds for the costs of outfitting the truck. The Town Treasurer cannot negotiate the funding with the bank. As Town Clerk she can let the banks know the Board of Selectmen is seeking funding. The First, Camden National Bank, and Bar Harbor Banking & Trust will be contacted. For transparency purposes, Richard Beal states that he personally owns stock in Camden National Bank, and Charles Dunbar reports that his personal business is done with Bar Harbor Banking & Trust.

h. GCI Futures Group: Main Road Sign Request

The Futures Group has requested a sign for the hill in front of the Cranberry House (aka museum) on Great Cranberry Island. This spot can be dangerous for kids on bikes and walkers in summer since it's kind of a blind spot for

drivers. James Fortune will get a catalog to the BOS to choose an appropriate sign to be paid for by the Town.

i. Correspondence from Chris White

GCI resident Chris White has sent a letter to the Selectman in regard to plans for a new public restroom on GCI. Mr. White offers his suggestions on the approach to this project; he suggests that the project be overseen by a committee.

Mr. Beal does not agree; he feels the BOS can oversee the project. At the annual town meeting in March, voters approved up to \$87,000 for the project. Phil Whitney suggests that the MAC work with the Selectmen to oversee the project. A committee within the MAC is suggested by Mr. Whitney to comprise of Ron Axelrod, Karin Whitney and Jeff Berzinis. The Administrative Assistant has received an estimate for the equipment only on a composting system from Clivus New England, Inc., as suggested by Bill Labelle. Richard Beal reports that Robert Viles, soil scientist, is coming to look at the area for holding tank, sanitation, ADA laws, etc. According to Chris White, the current toilet was constructed in 1989. Currently, the Town pays to pump the existing holding tank twice annually, and the store pays for all other pumpings. A copy of the current lease with the store will be forwarded to the BOS members. An update on this project will be on the May BOS agenda.

j. E-Mail Correspondence: From Summer Visitor

GCI resident Bruce Komusin has forwarded an email letter he received from a summer visitor at Islesford this past summer. The individual who wrote the complaint claimed that his children were scared of a private property owner who told them to respect his private property rights. He further states that as they walked around the island, no one smiled, waved or spoke, and that they were glared at and looked at like they were aliens. The individual suggests that the letter be passed on to whoever promotes tourism on the island.

The visitors were on private property. The Board of Selectmen acknowledges the letter.

V. Other Business

- GCI resident Bruce Komusin has forwarded an email to the Selectmen from WNSX News. A story was done about the mosquito problem on Cranberry Isles, and a listener called in with a suggestion. The listener uses concentrated garlic juice. She says it works wonders against mosquitoes and black flies. She found it on a website called mosquitobarrier.com. This suggestion will be forwarded to Joe Delafield and Charles Dunbar will research the website.
- James Fortune will go over the list of Harbor Safety Improvements to see what is left to do. He will try to get Harbor Committee involvement.
- In 2010, voters approved for the Selectmen to take out a \$130,000 loan to do road construction on GCI. The work was done, but the loan was never taken out, resulting in Department 54, undesignated funds to be overdrawn. The TCI auditor states that the BOS is obligated to do what the voters approved. One option is to hold a special town meeting, asking permission from the voters to

let the undesignated funds absorb the cost of the roadwork done. Another option is to take out the loan in November, and at the next annual town meeting in March, to ask the voters to pay off the note.

Richard Beal moves that the BOS gets a loan starting 15 October, \$130,000, to replenish the undesignated funds, as per the Town auditor and Town meeting 2010. Phil Whitney seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**

- In reference to Manset Dock Research, there are no updates at this time. The MAC will be working on this.
- Phil Whitney suggests that research on the middle road on Sutton Island needs to be finished. Information gathered thus far will be forwarded to Selectman Dunbar.
- There are no updates at this time on the Manset property boundary encroachment. Phil Whitney suggests we contact the attorney to find out where to go next with this issue.
- Phil Whitney suggests a tourist informational sign, that reflects no open fires, leash law, no fireworks, to be placed at the GCI dock. Richard Beal agrees.

VI. Executive Session

Previously discussed.

VII. Audience Communications

None at this time.

VIII. Adjournment: 12:50 P.M.

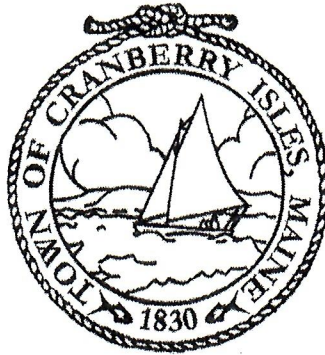
Phil Whitney moves to adjourn the meeting. Richard Beal seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**

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ADMINISTRATIVE ASSISTANT

TO THE SELECTMEN
JAMES FORTUNE

MEETING NOTICE

The Cranberry Isles Board of Selectmen will conduct a regular meeting on
Tuesday, April 2, 2013 starting at 8:45 A.M.
at the Community Center on Great Cranberry Island

AGENDA

- I. Call to Order
- II. Review / Signing Financial Warrant
- III. Review / Approval of Previous Meeting Minutes; March 5 and March 16, 2013
- IV. New Business
 - a. Acadia Disposal District: Memorandum from Tony Smith-Regional Municipal Solid Waste Facility
 - b. Annual Appointments
 - c. Parking Committee Appointments
 - d. GCI Restroom and Manset Custodial Service Contract
 - e. Town Office Lease Renewal
 - f. Marsh Insurance, Inc.: Lease Renewal
 - g. Islesford Fire Truck Contract/Purchase Order
 - h. GCI Futures Group: Main Road Sign Request
 - i. Correspondence from Chris White
 - j. E-Mail Correspondence: From Summer Visitor
- V. Other Business
- VI. Executive Session:
- VII. Audience Communications
- VIII. Adjournment