

BOARD OF SELECTMEN

RICHARD F. BEAL, CHAIRMAN

PHIL A. WHITNEY

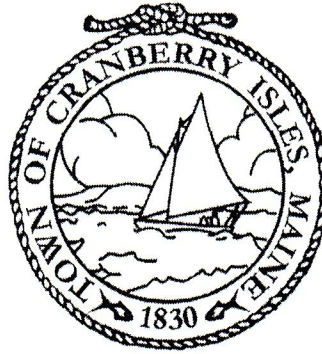
CHARLES F. DUNBAR

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  
July 02, 2013  
Islesford Neighborhood House**

**Attendance:**

Richard Beal, Chairman, BOS

Phil Whitney, BOS

Charles Dunbar, BOS

James Fortune, Administrative Assistant

Denise McCormick, Town Clerk

Nanette Hadlock, Deputy Clerk

Katelyn Damon, Public Safety Coordinator

Brian Hubbell, State Representative

Kate Fernald

Elliott Hadlock

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

**II. Review / Signing Financial Warrants**

Warrant #26: 7,184.30

Warrant #27: 6,163.26

Warrant #28: 35,232.97

Warrant #29: 83,222.90

Total: \$ 131,803.43

Richard Beal moves to have Jim Fortune to arrange to have the front porch on the Town office building replaced as soon as possible. The Town will cover it up to one thousand dollars. Phil Whitney seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**

**III. Review / Approval of Previous Meeting Minutes: June 4, 2013**

The Deputy Clerk requests two changes to the June 04, 2013 BOS meeting minutes:

Section IV, New Business, subsection B, Policy on Use of Town Property for Private Events, to read:

*Charles Dunbar moves that Richard Beal and the Town Attorney come up with elements of a policy in regards to use of Town property for events.*

Section V, Other Business, last bulleted item to read *The Board of Selectmen acknowledges a parking application note from a disgruntled resident in regard to the amount of his property taxes at GCI.*

Phil Whitney moves to accept the June 04, 2013 Board of Selectmen's meeting minutes with amendments. Richard Beal seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**

#### **V. Other Business (taken out of order)**

- Representative Brian Hubbell has been invited by the Selectmen to today's meeting to discuss concerns over public safety regulations and other concerns of the residents of Cranberry Isles. Regulations for public safety seem to be designed for larger city emergency departments and don't seem to fit for the smaller communities, for example Great Cranberry Island which has limited manpower. It is extremely difficult for smaller towns to meet the requirements. Island communities are particularly vulnerable because of their locations; mutual aid may not be possible for island communities. For the record, Charles Dunbar states that Sutton Island, Baker Island, and Bear Island have no real emergency protection. Mr. Dunbar suggests that hiring professional protection might help at Islesford and Great Cranberry Island.

#### **IV. New Business**

##### **A. Update: Cranberry Fest Planning**

The Deputy Clerk is requested by the Selectmen to call the Islesford constable and the Islesford harbor master to check if they will be available for the day of the Cranberry Fest event. The Town attorney has recommended that an ordinance be written that governs use of Town property for private events.

The August 06 Board of Selectmen meeting will be held at the Cranberry House instead of the Ladies Aid Community Center as the GCI Fair is using the space at the community center and the firehouse.

##### **B. Harbor Committee: New Appointment**

Phil Whitney moves to appoint Bill Dowling as Harbor Committee Member, term to expire 2014. Richard Beal seconds the motion, with a unanimous vote by Charles Dunbar. **Motion passes.**

##### **C. Police Support Proposal**

Two officers from the Hancock County Sheriff's Department will be on Great Cranberry Island for the GCI Marathon. The officers will barge a police cruiser on to Great Cranberry and will be present on the island for approximately twenty-four hours. Pay for the officer's time and barging will be taken from the Board of Selectmen's contingency fund. Islesford resident Kate Fernald asks why the Town is paying for the officers for a private event, and not the organizers of the marathon. Currently there is an ordinance in the writing for use of Town property for private events. In the future, it would not be out of the question to ask event coordinators to pay

for added police protection. EMT assistance has not been requested for the event as of today's meeting. Kaitlyn Damon suggests that the GCI firehouse be cleaned before the day of the event, as the officers will be based out of that building.

Charles Dunbar moves to accept the holding of the event, on the condition that future holdings of this marathon are at no cost to the Town. Richard Beal seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**

**D. E-911 Address Adjustment: Fish Point, GCI**

The Board of Selectmen acknowledges and approves that the Nash property on Great Cranberry Island is now known as 1 Fish Point for addressing purposes.

**E. GCI Public Restroom: Project Update**

At the June 23, 2013 meeting, the Municipal Advisory Commission (MAC) reviewed the sketches from Andrew McCullough for a new public restroom facility on Great Cranberry Island. In a memo from the MAC to the Selectmen, the following recommendations have been given:

1. The MAC feels that there should be only one unisex bathroom as the facility is used very infrequently and building two is higher capital cost and long term maintenance and utility cost.
2. The original scope of work transmitted to Andrew McCullough May 23, 2013 and attached asked him to design two options, separate men and women's while the other option being a unisex toilet. Item 4 identified that an estimate of operational costs needed to accompany each option. This information is critical for understanding future cost to the Town.
3. The building and bathroom sizes as designed by McCullough are significantly more than required. A public bathroom should be approximately 45 SF vs. the 75 SF bathrooms as designed. We do not have a sink. Maine accessibility code may be more stringent than the Massachusetts code shown on the next page as a typical public accessible bathroom.
4. Access to the basement for Clivis composter and tank need not be covered and could be covered as a typical bulkhead. This would reduce building cost, maintenance costs and building size.

The Chairman of the MAC suggests that a functional facility can be built without spending the entire \$87,000 approved by voters at the March 2013 annual Town meeting.

A one thousand gallon gray water tank is also proposed for use by the Cranberry General Store, separate from the proposed urinal tank. Costs to empty the separate gray water tank would be the burden of Cranberry General. The Board of Selectmen, following much discussion, has decided to pursue a unisex facility. The Administrative Assistant is requested to contact Mr. McCullough to obtain plans for a unisex restroom that is able

to hold the Clivis compost toilet and accompanying equipment, to include operational cost estimates.

**F. Status of Manset Property Boundary**

In an email dated June 24, 2013, from Jeff Teunisen of Civil Engineering Services (CES), it is suggested that the verification of the Benson survey is unlikely to change anything, in that they would expect to find that Benson's survey to be accurate. In order to verify Benson's work, CES would have to go to the site, locate the fence and monumentation again, verifying his findings. An original survey from CES locates the fence several feet on to TCI property; the Benson survey conducted for Judith Hyers, (owner of abutting property and fence) shows the fence encroaching on TCI property several inches. Costs for this would be approximately \$1000 for a field crew to go to the site and conduct the survey. Office Analysis and drafting would be another \$1000 plus expenses; and the outcome most likely will be the same. An easement described by Mr. Ross, (Hyers' attorney) sounds reasonable. The Board of Selectmen agrees to offer an easement to the property owners for the fence.

**G. GCI Solid Waste Rules About Trash Bags**

In regard to a letter from Adele Berzinis of Southwest Boat, Inc., the Board of Selectmen has decided to keep the current solid waste contract as written in regard to the use of clear trash bags. Flexibility of the attendant will be allowed to accept colored bags. If it is obvious food is in the bags, the trash will be refused by the attendant at Great Cranberry Island. The Board of Selectmen signs a letter to Adele Berzinis.

**H. Update on Sutton Island Path Research**

The reports received thus far on Sutton Island Path research will be forwarded to Selectman Dunbar for review. A concluding memo on whether the middle path is public or private is expected in the near future from Attorney Dale Worthen.

**I. Manset Appraisal: Receive Appraisal Report by Ted Webersinn Appraisal Co.**

An executive summary of the total property appraisal for the Manset property has been received by the Town from Ted Webersinn Appraisal Company. The appraisal came in at approximately \$1.5 million dollars. The Town of Southwest Harbor has the property valued at approximately \$2 million dollars. The Administrative Assistant is requested to contact the Town of Southwest Harbor in regard to a possible reassessment.

**J. Acadia Disposal District: Receive CES Evaluation of Solid Waste Management Options for Acadia Disposal District**

Not discussed at this time.

**V. Other Business (Revisited)**

- Many of the renters at the Manset Warehouse building are delinquent in rental fees. A list of rents not up to date will be forwarded to the Selectmen from the Administrative Assistant. Certified letters to those

owing rent will be sent giving renters thirty days to cure deficiencies. Any complaints that the renters may have will be required in writing to the Board of Selectmen. Selectman Dunbar suggests that a maintenance plan be created for the Manset property. Phil Whitney suggests that the MAC give recommendations for a maintenance plan schedule. James Fortune reports that the replacement for siding on the warehouse is expected to be in the budget for 2014; the Town is currently in the process of obtaining an estimate for the project. The Marsh building roofing project also needs to be completed and painting of trim on the warehouse.

- The Selectmen request that a notice be posted that the Town is searching for a contractor for barge ramp maintenance. The maintenance pertains to scraping debris off the barge ramps.
- The MAC is tasked with a five year maintenance program for all Town roads on Great Cranberry Island and Islesford.
- A public hearing is expected to take place in August regarding the Fire Club on Great Cranberry Island.
- Overnight parking signs are now up at the Manset parking lot.
- The Manset grub damage control is complete. Wildflower mix was added to the grass seed to provide for less mowing to be needed.
- Cutting back of brush on intersections is in the process. David Sordyl will be doing the cutting on Great Cranberry and Chris Diaz on Islesford.
- The paving near the tennis courts at Great Cranberry Island is still to be done. There is an estimate from Rings Paving. An added estimate is needed for 100 additional feet of paving.
- The Leagues of Towns meeting will be hosted by Cranberry Isles on July 23, 10:00 A.M. at the Community Center. The Town will pay for the lunch. The Selectmen will attend the meeting.
- A meeting will be scheduled for the Harbor Committee by Town Office staff.
- Short term harbor safety improvements will be completed this summer.
- Richard Beal signs the Marsh rental agreement on behalf of the Board of Selectmen.
- More speed limit signs will be ordered for Great Cranberry Island and Islesford. Islesford speed limit is 15 miles per hour. Great Cranberry Island speed limit is 25 miles per hour.
- Charles Dunbar renews his intention to get in touch with Richard Hill regarding the Town website. Contact information for Richard Hill will be forwarded to Selectman Dunbar by Town office staff.

**VI. Executive Session: Personnel Matter, 1 M.R.S.A. § 405(6)(A)**

None requested at this time.

**VII. Audience Communications**

None at this time.

**VIII. Adjournment: 11:51 A.M.**

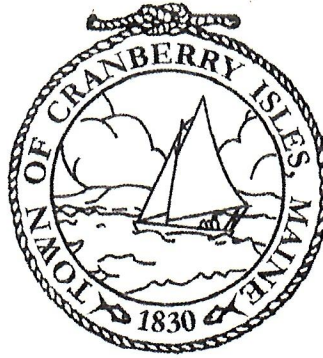
Richard Beal moves to adjourn the meeting. Charles Dunbar seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**

nan

BOARD OF SELECTMEN  
RICHARD BEAL, CHAIRMAN

PHIL A. WHITNEY  
CHARLES F. DUNBAR

TOWN CLERK / TREASURER  
DENISE Mc CORMICK  
PUBLIC SAFETY COORDINATOR  
KATELYN DAMON



MUNICIPAL ADVISORY COMMISSION

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

ADMINISTRATIVE ASSISTANT

TO THE SELECTMEN  
JAMES FORTUNE

## MEETING NOTICE

The Cranberry Isles Board of Selectmen will conduct a regular meeting on  
Tuesday, July 2, 2013 starting at 8:30 A.M.  
at the Islesford Neighborhood House on Little Cranberry Island

## AGENDA

- I. Call to Order
- II. Review / Signing Financial Warrants
- III. Review / Approval of Previous Meeting Minutes; June 4, 2013
- IV. New Business
  - A. Update: Cranberry Fest planning
  - B. Harbor Committee: New Appointment
  - C. Police Support Proposal - GCI Marathon
  - D. E-911 Address Adjustment: Fish Point, GCI
  - E. GCI Public Restroom: Project Update
  - F. Status of Manset Property Boundary
  - G. GCI Solid Waste Rules About Trash Bags
  - H. Update on Sutton Island Path Research
  - I. Manset Appraisal: Receive Appraisal Report by Ted Webersinn Appraisal Co.
  - J. Acadia Disposal District: Receive CES Evaluation of Solid Waste Management Options for Acadia Disposal District
- V. Other Business
- VI. Executive Session: Personnel Matter, 1 M.R.S.A. § 405(6)(A)
- VII. Audience Communications
- VIII. Adjournment