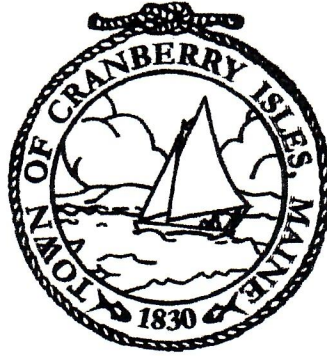


BOARD OF SELECTMEN
RICHARD BEAL, CHAIRMAN

CHRISTOPHER L. HATHAWAY
PHIL A. WHITNEY

TOWN CLERK / TREASURER
DENISE Mc CORMICK



MUNICIPAL ADVISORY COMMISSION

R. AXELROD, M. DONALD
K. WHITNEY, J. BERZINIS
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
Thursday, November 1, 2012 starting at 8:30 A.M.
at the Islesford Neighborhood House on Little Cranberry Island

AGENDA

- I. Call to Order
- II. Review / Signing Financial Warrant
- III. Review / Approval of Previous Meeting Minutes
- IV. New Business
 - A. Executive Session: Personnel Matter, 1 M.R.S.A. § 405(6)(A)
 - B. Budget Process
 - C. Manset Roof Repair: Bid Selection
 - D. MAC Recommendation: Manset Appraisal
 - E. Shellfish Ordinance Revisions
 - F. MAC Recommendation Manset Yacht Services Property
 - G. Update on Harbor Safety Improvements
 - H. Update on Municipal Collaboration Workshop
- V. Other Business
- VI. Audience Communications
- VII. Adjournment

Town of Cranberry Isles, Maine

Official Website

cranberryisles.com islesford.com islandinstitute.org

November 01, 2012 Selectmens Meeting

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Board of Selectmen's Meeting Minutes

November 01, 2012

Islesford Neighborhood House

Attendance:

Richard Beal, Chairman, BOS

Phil Whitney, BOS

Chris Hathaway, BOS

James Fortune, Administrative Assistant

Denise McCormick, Town Clerk

Nanette Hadlock, Deputy Clerk

Katelyn Damon, Public Safety Coordinator

Anna Fernald

I. **Call to Order:** 8:30 A.M. by Chairman Richard Beal.

Chris Hathaway reports that this will be his last meeting as Selectman as he is moving out of state.

II. Review / Signing Financial Warrants

Warrant #47: 11,474.32

Warrant #48: 267.18

Warrant #49: 51,617.90 (school)

Warrant #50: 6,292.84

Warrant #51: 66,945.02

Total: \$ 136,597.26

Selectman Whitney questions a bill from Heartwood Builders for the repairs at the Longfellow School, submitted to the Town as opposed to the School Committee. The bill was for the repair of a sticking door at the Town Office part of the building and repairs to the bathroom.

Phil Whitney moves we officially give up Selectmen's interest in the Town Office room at the Longfellow building, any future bills concerning that building will be school budget bills as opposed to mainstream Town bills. Richard Beal seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

A bill for towing on today's warrants, in the amount of \$700, is for having the small 4x4 fire truck (LCI) towed to Lewiston for repairs.

All warrants were approved by the Selectmen.

III. Review / Approval of Previous Meeting Minutes

Phil Whitney moves to accept the October 02, 2012 Board of Selectmen's Meeting Minutes as written. Richard Beal seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

IV. New Business

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

The executive session has been postponed until the December BOS meeting.

B. Budget Process

A budget workshop with both the Board of Selectmen and the Municipal Advisory Commission will be held on Wednesday, December 12, 2012, in the Ladies' Parlor at the Islesford Neighborhood House.

The Treasurer presents the Selectman with current expense detail reports.

C. Manset Roof Repair: Bid Selection

One bid was received for roof repair at the Manset boat shop roof.

• East Coast Builders

\$17,877.97 Materials

\$32,800.00 Labor

\$50,677.97 Total

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\$12,000 was budgeted and approved by voters at the March 2012 annual Town meeting. \$868.00 is left in the Manset warehouse maintenance account at this time. There are funds available in the Manset reserve account.

Richard Beal moves to go ahead with the project, to accept the bid as presented to us. Chris Hathaway seconds the motion. Phil Whitney abstains. **Motion passes.**

Selectman Whitney's instincts say delay the project as he is concerned about further costs (i.e. rot found).

The Board of Selectmen suggests adding funds to the 2013 budget for roof repairs to the warehouse part of the building, and to also allow for the chance of rot.

D. MAC Recommendation Manset Appraisal

The Municipal Advisory Commission, as part of its effort to understand and project the value of our property in Manset, has solicited proposals from professional appraisers in the area. The MAC is studying the long term potential of the Manset property, and in so doing, needs to understand the baseline value of the property. Any future proposals made to the Town will need a sound appraisal value of what we own and what is proposed.

Requests for proposals were sent to three appraisers. One proposal was received:

- Webersinn Appraisal Company, Inc.

The Webersinn proposal is in two parts:

- o The Sept. 30, 2012 proposal that responded to the RFP. We reviewed this proposal with Mr. Webersinn and understood that he was doing four appraisals based on the RFP; therefore the higher cost than anticipated, (\$11,500).

- o The Oct. 09, 2012 email amends the above proposal to focus more on the original intent of the RFP to understand the "fair market value" of the property, while the cost of the appraisal is reduced, (\$8050).

The Selectmen are fine with the \$8,050 proposal as long as the Town will be getting details on each separate property including uses and restrictions.

Richard Beal moves to approve an appraisal, and to address all paperwork on December 04, 2012 for financial approval. Phil Whitney seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

E. Shellfish Ordinance Revisions

Selectman Beal has been working on a proposed Shellfish Conservation Ordinance. Mr. Beal requests permission of the Board to send his revised ordinance to the marine biologist who he has been gathering input from, before sending the report to the State for approval. The BOS agrees.

Selectman Whitney suggests that the voters are made clear on the situation regarding the updated ordinance. There is the option of not having an ordinance at all, and to rely on the state for enforcement of its own laws regarding shellfish harvesting of TCI flats. Following any recommendations by the Town Attorney, the proposed ordinance will be placed on the TCI municipal website.

An October 31, 2012 email from Nickolas Hadlock informs the Selectmen that he has decided to not pursue re-appointment to his position as Shellfish Warden.

F. MAC Recommendation Manset Yacht Services Property

The Municipal Advisory Commission has recommended that the Town not pursue a purchase of the Manset Yacht Services Property, and instead plan for a future expansion of the existing TCI Manset dock for year-round / drive-on use. The high initial cost, long term maintenance costs, real estate taxes, insurance costs make the property not a viable option for a dock we currently do not need, or the foreseeable future. The MAC recommends a two step plan for the current Manset Dock:

- Develop a drive-on dock
- Further improvements for year-round use in the future

Selectman Hathaway asks if the MAC has any figures of what it would cost to rebuild our current Manset Dock for comparison purposes. Mr. Hathaway also suggests that the approach to the dock where vehicles unload needs to be addressed for more parking.

Selectman Whitney suggests that research continue to enhance the current Manset facility.

Richard Beal moves that we no longer proceed with actions regarding the Manset Yacht Service at this time; and to ask Kleinschmidt Associates to bring forward the project in the form of permits for a vehicle accessible dock with a four car drop off zone, by updating plans already done, to determine current costs, etc. Phil Whitney seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

The Administrative Assistant will communicate with the Board of Selectmen by telephone in regard to updates from Kleinschmidt. An approach and cost estimate are hoped to be received by the December BOS meeting. The Administrative Assistant will also telephone the owners of the Manset Yacht Service property to let them know we are not interested in purchasing at this time.

G. Update on Harbor Safety Improvements

There are no updates at this time. The Administrative Assistant is requested to review the list of safety improvements and also recommendations on that list made by the Harbor Committee.

H. Update on Municipal Collaboration Workshop

James Fortune and Chris Hathaway attended the municipal collaboration workshop held recently. Selectman Whitney was able to attend the first half of this meeting. Each town presented their issues and regional issues were also discussed. A sub-committee was formed to study the thought of sharing of assessing services. Future issues to be discussed are public safety, municipal solid waste, and EMS and Fire training collaboration.

V. Other Business

- Selectman Beal suggests that our Town contact AT & T to see if there is any interest in placing their desired cell tower in the Town of Cranberry Isles. The BOS decides to research and evaluate this suggestion. Katelyn Damon will get the phone and contact numbers for Selectman Beal.

- The Board of Selectmen has received an email communication, dated October 27, 2012, from Carl Brooks. Mr. Brooks suggests that due to the cost of plowing the Northeast Harbor parking lot, that non-NEH/MAN vehicles should be required to buy winter stickers to absorb a share of the costs. The Board of Selectmen rejects this request. The Administrative Assistant will check the lease for dates of monitoring the lot by the Mount Desert police.

- Dan Field has sent an email request, dated October 31, 2012, to the Board of Selectmen requesting permission to store his boat at the Manset lot for the winter. Mr. Field suggests that October 01 to May 01, (or other dates if this makes more sense) for the time period requested. He does not see this as a problem for anyone if storage were to be located in the upper lot. He further states "Also it seems the precedent has been established in that there are several boats connected with the Cranberry Cove business which have historically used the lot. Yes, they rent space there, but so do we who have parking spots." Selectman Whitney questions whether the Town policy covers others' boats that are stored at the facility; does Cranberry Cove have indemnity insurance to cover their boats in case of damage? The Administrative Assistant will research for answers to these questions. The Board denies Mr. Field's request as the Town would be competing with area boatyards and if one person is allowed to store a boat there, then all residents would have to be given permission as well.

The Administrative Assistant will ask Cranberry Cove to move the boat currently stored at the Manset facility in order for roof repairs to be done on the boat shop. The Town will not pay to move the boat.

- The Board of Selectmen have received an email response, dated October 31, 2012, from Cheryl Sholl of Islesford. The email asks the Selectmen if there is anything the Sholls can do proactively about the Gray's pigs. The Sholls have contacted the Animal Control Officer and written a letter to the Grays laying out their concerns—odor, flies, property damage when pigs escape, etc.

According to law, the Animal Control Officer has no control over farm animals. The Town of Cranberry Isles has no ordinance against farm animals in place. The Sholls may contact the Department of Agriculture, who does have control over farm animals. Proof of abuse or neglect of animals or documentation of trespass on private property (civil violation) would be required with the complaint. The Town Clerk will email a response that lays out the options clearly.

- There are no updates at this time in reference to the Manset property boundary encroachment.

- Selectman Beal reports that Constable Howland of Islesford is following through with enforcement of vehicle importation enforcement.

- Shale roads on Great Cranberry Island have been rolled. The Municipal Advisory Commission is collecting opinions from property owners on the shale roads. Andrew McCullough of the D.O.T. will give suggestions for asphalt to replace the shale. Rings Paving will be giving a cost estimate. At this time, the Selectmen are focusing basically on the Dog Point Road.

- There are no updates at this time in reference to mosquito control.

- There are no further updates on Sutton Island Path research at this time. Richard Beal will call Dale Worthen for any further information that may be available.

- The Deputy Clerk will contact Downeast Graphics for an estimate for printing the Town report.

- The Selectmen propose to budget funds for a study on how to upgrade the public restroom at Great Cranberry Island. One issue with the upgrade would be that Cranberry General may lose their place for their wastewater. This item will appear on the December BOS agenda.

- Phil Whitney reports that there is a junk truck at the GCI gravel pit that must be moved. Richard Beal will try to call Atkinson Builders who are thought to own the truck.

- The last two BOS meeting minutes will be placed on the Town website ASAP.

VI. Audience Communications

None at this time.

VII. Adjournment: 11:25 A.M.

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

*The next regularly scheduled Board of Selectmen's meeting will be held on Tuesday,
December 04, 2012 at Great Cranberry Island.*

Town of Cranberry Isles, Maine
Richard Hill Web Design