

Town of Cranberry Isles, Maine

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October 2, 2012 (Revised)

MEETING NOTICE

The Cranberry Isles Board of Selectmen will conduct a regular meeting on Tuesday, October 2, 2012 starting at 8:45 A.M. at the Cranberry Community Center on Great Cranberry Island

AGENDA

(Revised September 26, 2012)

- I. Call to Order
- II. Review / Signing Financial Warrant
- III. Review / Approval of Previous Meeting Minutes
- IV. New Business
 - A. GCI Snow Plowing Contract: Bid Selection
 - B. CEO Reappointment
 - C. Sutton Island: Reimbursement for APSI (Trash Removal)
 - D. Municipal Review Committee (MRC) 2012 Board of Directors Nomination
 - E. Manset Property Boundary Encroachment
 - F. Igor Belousovitch: Request to place a removable footbridge over the Main Street drainage ditch in front of home
 - G. Municipal Collaboration Workshop, October 17, 2012: Confirm attendance by a Cranberry Isles Selectman to discuss development of a fire department personnel training facility on MDI
- V. Other Business
- VI. Audience Communications
- VII. Adjournment

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October 02, 2012 Board of Selectmen's Meeting Minutes

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Board of Selectmen's Meeting Minutes
October 02, 2012
Great Cranberry Island Community Center

Attendance:

Richard Beal, Chairman, BOS
Chris Hathaway, BOS
Phil Whitney, BOS
James Fortune, Administrative Assistant
Denise McCormick, Town Clerk
Katelyn Damon, MAC & Public Safety Coordinator
Peyton Eggleston, EMS
Hugh Smallwood, EMS
Karin Whitney, MAC
Sarah Newell
Blair Colby
Chris White
Barbara Stainton

I. Call to Order: 8:49 A.M. by Chairman Richard Beal.

Richard Beal reports that Paul DePalmer has given permission to go ahead with plans for a dry hydrant on his property at GCI.

II. Review / Signing Financial Warrants

Warrant #44: 28,959.96 (school)
Warrant #45: 5,771.11
Warrant #46: 153,526.11
Total: \$188,257.18

All warrants were signed by the Selectmen.

III. Review / Approval of Previous Meeting Minutes

Phil Whitney moves to approve the September 04, 2012 Board of Selectmen's meeting minutes as written. Chris Hathaway seconds the motion, with a unanimous vote by Richard Beal. **Motion passes.**

Phil Whitney moves to approve the September 17, 2012 Board of Selectmen's meeting minutes as written. Richard Beal seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

IV. GCI Snow Plowing Contract: Bid Selection

One bid was received for the snow plowing contract on Great Cranberry Island.

Blair Colby:

\$14,200 Lump sum price for 2012-2013 season.
\$14,200 Lump sum price for 2013-2014 season.
\$14,200 Lump sum price for 2014-2015 season.

*The 2013-2014 and the 2014-2015 seasons are subject to approval at the 2013 annual Town meeting.

Phil Whitney moves to accept the bid proposal with the understanding it's up to the voters in March to approve the multi-year contract. Chris Hathaway seconds the motion, with a unanimous vote by Richard Beal. **Motion passes.**

Selectman Beal requests a statement from Blair Colby to the Town Clerk stating: As I begin the contract the current price of gas on Great Cranberry Island is _____.

B. CEO Reappointment

Richard Beal moves to reappoint her (Kimberly Keene as code enforcement officer) for the coming year. Phil Whitney seconds the motion, with a unanimous vote by

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Chris Hathaway. **Motion passes.**

V. Other Business (taken out of order)

· Hugh Smallwood of Cranberry Isles Rescue Service requests that call pay be changed for members for time spent on emergency calls. Currently \$50 per responder is paid, based on the location of call for the first 2 hours and then \$25 per hour for anything over 2 hours for 2 responders. The request is for the fee to cover up to four responders and one boat captain who respond on Islesford and up to six responders and one boat captain who respond on Great Cranberry, Sutton, Baker or Bear Island on any given day. The fee will cover the responders regardless of whether or not the patient is transported to another service. Up to two responders will be paid an hourly fee of \$25 for any time spent on a call over the initial two hour period. \$50 will be paid to a boat captain as a round trip fee for their time and boat expenses. If this boat captain is also an EMT and has responded to the call as EMT and captain, this EMT/Captain will be paid \$50 for responding as an EMT and \$50 for acting as captain; \$100 total. Members will submit a bill via email to the Public Safety Coordinator stating name, date, location of call and time spent on call. The Public Safety Coordinator will then forward the bill to the Town Clerk for payment at the next BOS meeting. The member will be paid within one week of the selectmen's meeting following the date of the bill's submission for payment.

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

V. New Business (revisited)

C. Sutton Island: Reimbursement for APSI (Trash Removal)

Last fall, Sutton Island residents asked for a white goods pick up for their island. Other construction debris, which is typically paid for individually by TCI residents, was left there with the white goods. This past spring the Association for the Preservation of Sutton Island (APSI) paid \$1300 to have the debris removed from the island. APSI is requesting a reimbursement of \$700 for the Town of Cranberry Isles for removal of the debris.

It is suggested that Sutton Island residents need a clear set of instructions on what is ok for white goods pick up, preferably in the summer season when Sutton Island residents are usually here. Phil Whitney requests that the Administrative Assistant diplomatically specify that after this year, TCI will not be willing to pay for removal of construction debris.

Richard Beal moves to pay it, and provide clear instructions for next year. Chris Hathaway seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**

Selectman Beal asks the Public Safety Coordinator to make sure to provide safety requests for Sutton Island.

D. Municipal Review Committee (MRC) 2012 Board of Directors Nomination

Richard Beal moves that the Town sign a letter of support for Tony Smith (as nominee for the MRC Board of Directors). Phil Whitney seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

The Administrative Assistant is requested by the BOS to sign the letter of support on behalf of the Town.

E. Manset Property Boundary Encroachment

According to the Town Attorney, the recent survey from Judith Heyers shows that TCI property at Manset is encroached upon by only a few inches. A survey held by the Town will be forwarded to the Selectmen and the Town Attorney. This item is postponed until next month's BOS meeting.

F. Igor Belousovitch: Request to place a removable footbridge over the Main Street drainage ditch in front of home

The Code Enforcement Officer (CEO) has received a Notification of Intention to Build (NITB) application from Igor Belousovitch, 12 Main Street, Islesford to construct a ramp in the front yard, from the edge of front yard to the top of granite ledge. The drawing provided with the NITB application indicates that the end of the bridge will have a hinged draw bridge over the ditching along Main Street for seasonal removal. The CEO wants to know if there are any objections to a property owner installing a hinged bridge over the drainage ditches which run along Main Street.

The Selectmen request that the bridge must be built at least one foot from the asphalt.

Phil Whitney moves that we (TCI) have no objections to the Belousovitch request to install a seasonal ramp, with the stipulation what we (TCI) have no legal liability. Richard Beal seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

G. Municipal Collaboration Workshop, October 17, 2012: Confirm attendance by a Cranberry Isles Selectman to discuss development of a fire department personnel training facility on MDI

Katelyn Damon and Chris Hathaway can attend this meeting. Phil Whitney can attend the first half of the meeting. Katelyn Damon will check with Richard Howland regarding availability for him to attend.

V. Other Business (revisited)

- Joseph Delafield has emailed Selectman Phil Whitney requesting permission to speak with various companies and the University of Maine, etc. to gather information on mosquito control on behalf of the Town. Mr. Delafield requests a letter authorizing him to make inquiries on behalf of the Town. Selectman Beal offers to write such a letter on Town letterhead stationery. The option is left open for now whether to hold a public hearing on this matter before Town meeting. Richard Beal suggests the Town reimburse Mr. Delafield for telephone and mileage expenses incurred.

Richard Beal moves that he will write a letter to Joe Delafield. Chris Hathaway seconds the motion, with a unanimous vote by Phil Whitney. **Motion passes.**

- The date for the November Board of Selectmen's meeting will need to be scheduled another date as the first Tuesday of the month falls on election day.

Phil Whitney moves to hold the next regularly scheduled Board of Selectmen's meeting on Thursday, November 01, 2012, at Islesford, 8:30 A.M. Richard Beal seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

- An update to the General Assistance Ordinance Appendices C for the period of October 01, 2012 to September 30, 2013 is presented to the Selectman by the GA Administrator.

Richard Beal moves to accept the General Assistance Ordinance. Phil Whitney seconds the motion, with a unanimous vote by Chris Hathaway. **Motion passes.**

The ordinance may be reviewed at the Town Office during normal business hours. Quarterly reports are sent to the state of Maine by the GA Administrator. Town of Cranberry Isles budgets \$3,000 per year for General Assistance, and to date has never gone over the budget.

- A memo dated September 26, 2012 from Susan Valdina-Krasnow requests use of the Town Field on Islesford for a birthday event. The dates requested are July 12th and July 13th, 2013. It is understood that the Dudman family will also need to be asked for permission of their half of the field. The Board of Selectmen approves the request.

- In light of the recent receipt of the Maine Revenue Property Tax Division report, it is apparent that a Town wide revaluation of property will not be needed for the coming year. It is suggested that some funds be budgeted in a reserve fund in anticipation of a revaluation in the near future. This could be a possible warrant article for the Town meeting warrant in 2013.

- Richard Beal suggests that the Town needs a policy regarding constructing or modifying any structure within Town limits should at least go through the Notification of Intention to Build process.

- Discussions near the end of the meeting insisting that copies of approved building permits need to be forwarded to the Town office.

- Richard Beal reports that Constable Richard Howland will work on vehicle importation enforcement at Islesford.

- The Administrative Assistant is instructed by the BOS to move forward with Harbor Safety Improvement recommendations.

- Richard Beal suggests that funds be budgeted for law enforcement at special events at TCI for the coming year.

- Richard Beal is working on a draft update to the Shellfish Conservation Ordinance.

- Richard Beal suggests drafting an ordinance to require outside electrical disconnects for all structures at TCI. Phil Whitney and Chris Hathaway are willing to look at such a draft ordinance but are not sure at this time on whether they would support the ordinance.

- Bid specs for Manset roof repairs are expected to be reviewed at the November BOS meeting.

- There has been no feedback recently from TCI representatives who attend meetings at Southwest Harbor or Mount Desert. James Fortune will bring this up at the next MAC meeting.

VI. Audience Communications

None at this time.

VII. Adjournment: 11:05 A.M.

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

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