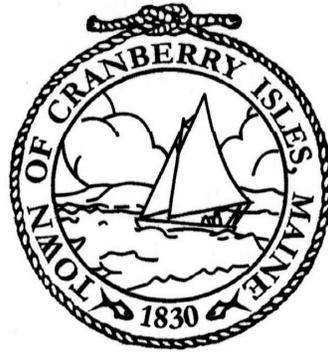


BOARD OF SELECTMEN  
RICHARD BEAL, CHAIRMAN  
FLORENCE J. SPRAGUE  
CORY R. ALLEY

TOWN CLERK / TREASURER  
DENISE Mc CORMICK



ADMINISTRATIVE ASSISTANT  
TO THE SELECTMEN  
JAMES FORTUNE  
PUBLIC SAFETY COORDINATOR  
KATELYN DAMON  
TCI LOCAL HEALTH OFFICER  
CARI ALLEY

**Board of Selectmen’s Meeting Minutes  
October 6, 2020  
Cranberry Isles Town Office  
Video Teleconference**

**Attendance:**

Richard Beal, Chairman, BOS (by phone)                      Katelyn Damon, PSC (by phone)  
Florence Joy Sprague, BOS (by phone)                      Dennis Dever, CEO and LPI (by phone)  
Cory Alley, BOS                                                              Joanne Thormann (by phone)  
Denise McCormick, Town Clerk                                      Carl Brooks (by phone)  
James Fortune, Administrative Assistant                      Nan Hadlock (by phone)

**I. Call to Order: 8:31am by Cory Alley**

**II. Review/Sign Financial Warrants**

Warrant #44	\$	9,424.13	
Warrant #45	\$	42,732.07	(school)
Warrant #46	\$	7,677.81	
<u>Warrant #47</u>	<u>\$</u>	<u>208,363.00</u>	
Total:	\$	268,197.01	

All warrants were signed by the Selectmen.

**III. Review/Approval of Meeting Minutes: September 8, 2020**

Florence Joy Sprague moves to approve the minutes from September 8, 2020 as written. Richard Beal seconds the motion. **Motion approved 3-0.**

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

##### **A. Street Opening Permit/Harding Point Road**

James Fortune reports Axiom is extending broadband service to a residence and requests permission to bury line under Harding Point Road. DigSafe has been notified. Cory Alley moves to approve the request. Florence Joy Sprague seconds the motion. **Motion approved 3-0.**

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

James Fortune reports on an emergency request from Versant Power to bury a line under Maple Avenue to restore power to a residence on Islesford. Chairman Richard Beal approved the emergency request and the work was completed on October 3. Cory Alley moves to retroactively approve the request. Florence Joy Sprague seconds the motion. **Motion approved 3-0.**

##### **B. Sutton Island Dock Repairs**

James Fortune reports that movement of the float ramp has damaged the railings on the Sutton Island Town Dock. An estimate based on time and materials has been provided by Joe Chalmers. The materials estimate is \$2,210. Denise McCormick reports that approximately \$66,000 is available in the Sutton Island Town Dock account. Richard Beal moves, without objection, to have the repairs made based upon the time and materials estimate.

##### **C. Approve 2020/2021 General Assistance Ordinance**

Denise McCormick presents the 2020-21 General Assistance Ordinance from the State of Maine. She advises that she administers the program as General Assistance Administrator and the guidelines are set by the State. There is an application process and all inquiries are confidential. She also notes that the law stipulates that an application cannot be submitted on someone else's behalf. Selectmen review and approve the Ordinance.

##### **D. Sign 2020 LRAP**

Denise McCormick presents the Local Road Assistance Program (LRAP) notification from the State for review and acceptance. The Town will receive \$6,707 for use towards the Town's roads in 2020. Selectmen review and sign the acceptance notification.

## **E. Set Date for November Selectmen's Meeting**

Denise McCormick recommends the November Selectmen's Meeting be moved to November 10<sup>th</sup> due to the General Election taking place on the first Tuesday. Selectmen agree without objection.

## **F. Maypole Road Repairs (Washout from Storm)**

Cory Alley reports on Maypole Road issues. James Fortune advises that he has held preliminary discussions with Maine DEP on options for remediation and permitting requirements. General discussion. The damage is a risk to the power line servicing Islesford and a solution will need to be coordinated with the private property owner. James Fortune will contact the property owner once he receives guidance from DEP.

## **G. Town Property Insurance with LS Robinson**

James Fortune reports on issues with the Town's property and casualty insurance. General discussion of replacement values for Town Docks, the insurer's recommendation to raise the Town's claim limit from \$500,000 to \$1,000,000, and the insurer's inability to insure broadband structures and equipment. Cory Alley proposes, without objection, tasking James Fortune to secure estimates from other insurance vendors that will include coverage of the broadband infrastructure.

## **J. Manset update (taken out of order)**

Dennis Dever recommends reducing the budget request for the Manset seawall repair project at the 2021 Town Meeting to \$60,000 from \$150,000 based upon a more complete estimate from Goodwin's.

## **H. Firefighter Stipends**

Katelyn Damon presents a proposal to compensate fire department members for their help completing recurring maintenance tasks. She recommends a rate of \$25 per hour to be paid from existing contingency funds. General discussion. Denise McCormick advises that participants receiving a stipend would be considered employees and need to submit W-2 information. Katelyn Damon to research further and provide an estimate of annual costs.

## **I. Carl Brooks Correspondence**

Richard Beal reports that Carl Brooks' ordinance proposals have been referred to the Town Attorney for review by Eaton Peabody legal specialists in Bangor. The Selectmen will revisit the proposals when the legal review has been completed. Carl Brooks invites any public comments or discussion of his proposals.

## **V. Other Business (continued)**

James Fortune reports that, at a resident's request, an extra cart has been relocated to the GCI Town Dock. He also reports on wear on the sign located on the GCI Town Dock and recommends Dennis Dever make the needed repairs as he is able over the winter. Richard Beal moves, without objection, to have the sign refinished.

Joanne Thormann requests an update on the USDA grant for the broadband project. James Fortune reports that documents provided by the Town earlier this year are still under review.

Cory Alley requests an update on the apartment renovation at Mansell Lane. James Fortune reports that renovations are complete. However, work is continuing with the Southwest Harbor Planning Board to secure a change of use permit to allow occupancy.

Richard Beal asks about the availability of flu shots. Katelyn Damon reports the Sharon Daley of the Maine Seacoast Mission is working to schedule a date to come to both islands later this month.

Cory Alley advises that, per Local Health Officer Cari Alley, trick-or-treating in the Town will take place this Halloween with prevailing safety protocols observed.

Katelyn Damon reports that no bids have been placed for the sale of the fire truck. She recommends the truck be winterized and placed up for bid again without a reserve. Selectmen agree unanimously.

Nan Hadlock advises that skiff floats and secondary floats will be removed by October 15 and a large number of boats need to be removed. Cory Alley recommends a reminder be published on the Town's website.

## **VI. Audience Communication**

None.

## **IV. Adjournment**

Cory Alley moves to adjourn the meeting. Richard Beal seconds the motion.

**Motion approved 3-0.**

Meeting adjourned at 9:50am.