

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  
November 10, 2020  
Cranberry Isles Town Office  
Video Teleconference**

**Attendance:**

Richard Beal, Chairman, BOS (by phone)	Cari Alley (by phone)
Florence Joy Sprague, BOS (by phone)	Wendy Sundstrom (by phone)
Cory Alley, BOS	Phil Whitney (by phone)
Denise McCormick, Town Clerk	Ed Gray (by phone)
James Fortune, Administrative Assistant	Laurie Dobson (by phone)
Katelyn Damon, PSC (by phone)	Robert Hudson (by phone)
Ben Sumner, Deputy Clerk (by phone)	Karin Whitney (by phone)
Joanne Thormann (by phone)	

**I. Call to Order: 8:36am by Cory Alley**

**II. Review/Sign Financial Warrants**

Warrant #48	\$ 7,832.38	
Warrant #49	\$ 62,707.63	(school)
Warrant #50	\$ 8,435.07	
Warrant #51	\$ 118,472.73	
Total:	\$ 141,017.81	

All warrants were signed by the Selectmen.

**III. Review/Approval of Meeting Minutes: October 6, 2020**

Cory Alley moves to approve the minutes from October 6, 2020 as written. Florence Joy Sprague seconds the motion. **Motion approved 3-0.**

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

##### **A. Covid-19 Rapid Testing**

Katelyn Damon reports that the Island Institute has recently made rapid testing kits available. On behalf of the Cranberry Isles Rescue Service, she has applied for and received these antigen test kits for testing symptomatic individuals.

##### **B. Town Office Computer Network and Email Policy Updates**

Ben Sumner reports on changes made by Coastal Computers to the Town's email domain (cranberryisles-me.gov) and explains options for email retention to respond to legal and FOI requests. Consensus of the Selectmen is to make use of a cranberryisles-me.gov domain email address optional. The policy that all Town related business should be conducted through a designated email address and the Town Clerk copied on all correspondence has not changed.

##### **C. Maypole Road Repairs (Washout from Storms)**

James Fortune reports on repair plans and permitting for repairs. The Town's objective is to protect the power service to Islesford by stabilizing the area for this winter, then working with the property owner and the DEP to come up with a permanent solution next year. James Fortune and Cory Alley will continue to meet to work towards a plan.

##### **D. Town Property & Liability Insurance with L.S. Robinson**

James Fortune reports that the Town's insurer is working to find a policy that can be underwritten to cover the Town's broadband network. Denise McCormick advises that new quotes should be pursued for the Town's property and liability coverages. The current coverage is over \$32,000 per year. James Fortune recommends working to make sure coverages are appropriate on the current policy before considering other carriers and advises that he has contacted Brown & Milliken in Ellsworth about coverage for property, liability, and broadband. General discussion of coverage of previously unlisted properties. James Fortune responds that umbrella type policies cover the entirety of Town owned properties.

##### **E. Roads: Harding Point Rd, Jimmie's Point Rd, Co-Op Rd**

Wendy Sundstrom, a property owner on Jimmie's Point Rd, comments on questions regarding repair to the road. Cory Alley explains that the road must be a minimum of 12' wide to accommodate emergency vehicles. Town Road rights-of-way can extend up to 16' from the centerline of the road, but the improvements do not have to necessarily make use of the entire right-of-way. James Fortune advises that immediate roadsides will be cleared, but that widening of Jimmie's Point Road will be minimal and that the surface will remain graveled. Denise McCormick asks whether bids will be taken for improvements to Co-Op Road. She advises that no funding approval for improvements to Co-Op Road was made at Town Meeting. James Fortune recommends that bids will be accepted for improvements to Co-Op Road pending approval at the 2021 Town Meeting.

#### **F. League of Towns: Municipal Collaboration Topics**

James Fortune requests the attendance of a Selectman to an upcoming League of Towns meeting.

#### **G. Fire Truck Bids**

The following three bids have been received for the GCI tanker truck:

Blair Colby: \$3,500.00  
Roy Hadlock: \$2,401.00  
Ed Gray: \$2,050.00

Selectmen agree, without dissent, to accept Blair Colby's bid for the GCI tanker truck.

#### **H. Port-A-Potty for Islesford**

Cory Alley reports on Islesford's current lack of a year round public bathroom. General discussion of construction of a public facility on Islesford. The Cranberry Isles Fisherman's Co-Op has offered to split the costs with the Town to have a temporary toilet placed for the winter. Cory Alley moves to pay up one-half of the cost for a temporary toilet placement over the winter near the Co-op. Richard Beal seconds the motion. **Motion approved 3-0.**

#### **I. Firefighter Stipends**

Katelyn Damon reports on a flat rate schedule of stipends to fire department volunteers for specified maintenance and training tasks. Cory Alley moves to

accept the proposal as presented. Richard Beal seconds the motion. **Motion approved 3-0.**

## **J. Begin (2021) Budget Process**

General discussion and review of the budget process. A schedule of important dates will be distributed this week.

## **V. Other Business**

Florence Joy Sprague asks about a recent transportation report submitted by the Town that included a count of daily commuters. James Fortune explains that the counts referred only to commuter boat traffic which is required under the federal subsidy the Town receives to operate the commuter boat. The traffic count does not include all traffic to and from the Town.

Florence Joy Sprague asks about the proposed increase RJD Appraisal has requested for next year. Denise McCormick advises that the proposed increase would have to be approved at the 2021 Town Meeting.

## **VI. Audience Communication**

None.

## **VII. Executive Session**

None.

## **VIII. Adjournment**

Cory Alley moves, without objection, to adjourn the meeting.

Meeting adjourned at 10:06am.