



Cranberry Isles

ANNUAL REPORT

2002

Notice to Taxpayers
IMPORTANT!

ALL TAXPAYERS SHOULD READ THE FOLLOWING
REQUIREMENTS AND COMPLY WITH THEM

Maine Revised Statutes Annotated, Title 36, Section 706

Before making an assessment, the assessor shall give reasonable notice in writing to all persons liable to taxation in the municipality to furnish to the assessors true and perfect lists of their estates, not by law exempt from taxation, of which they were possessed on the first day of April of the same year.

The notice to owners may be by mail directed to the last known address of the taxpayer or by any other method that provides reasonable notice to the taxpayer.

If notice is given by mail and the taxpayer does not furnish such list, he is thereby barred of his right to make application to the assessors for any abatement of his taxes, unless he furnishes such list with his application and satisfies them that he was unable to furnish it at the time appointed.

The assessors may require the person furnishing the list to make oath to its truth, which oath any of them may administer, and may require him to answer in writing all proper inquiries as to the nature, situation and value of this property liable to be taxed in the State; and a refusal or neglect to answer such inquiries and subscribe the same bars an appeal but such list and answers shall not be conclusive upon the assessors.



Annual Report
of the
Municipal Officers
of the town of
Cranberry Isles, Maine

For the year ending
December 31, 2002

Also including the
School Report & Financial Audit

TABLE OF CONTENTS

Assessor's Report 14

Auditor's Report 35

Board of Selectmen Special Meeting 30 Oct., 2002 23

Building Permit Procedure 31

Code Enforcement Officer/Plumbing Inspector 15

Engineer's Report - Great Cranberry Public Wharf 17

Essential Habitat - Inland Fisheries & Wildlife 71

Fire Department's Report 69

Land Management Commission Charter 55

Land Management Commission Report 58

Letter from Selectmen 2

Mosquito Report 65

Notice to Taxpayers inside front cover

Ordinances and Regulations 27

Ordinance (Proposed) Vehicle Waste Disposal Fee 60

Planning Board Report & Scheduled Meetings 2003 63

School Budget 76

School Department Administrative Report 74

Special Town Meetings/Continuing Authorizations 21

Tax Collector's Report 12

Town Clerk's Report 10

Town Officers and Officials 7

Town Operations Budget, 2003 (see warrant) 85

Town Operations Budget Comparisons 89

Treasurer's Report 11

Warrant, Town Meeting 80

Selectmen
Richard Beal
Denise McCormick
David Stainton



**Report of the Board of Selectmen
Annual Town Report 2002**

Town Clerk/Treasurer
Frances J. Bartlett
P.O. Box 15
Islesford, Maine 04646

4 February 2003

To the Residents & Property Owners
Town of Cranberry Isles

This report from the Board of Selectmen will inform you of the significant events of 2002 while also helping to put into perspective the challenges faced by our community in 2003. Elsewhere in this Annual Town Report is the Warrant 2003 which will be addressed by the voters of the Cranberry Isles on March 10th, 2003. Several items dominate the proposed 2003 budget of \$1,044,554 over last year's budget of \$803,088.

a. First – at a Special Town Meeting July 31st, 2001 voters of the Cranberry Isles approved authorization for repair of the Islesford public wharf in 2002 and the acquisition of a 5-year General Obligation Bond in an amount not to exceed \$350,000 to pay for these repairs. Our wharf was repaired in the spring and early summer of 2002 by Chesterfield Associates, Inc. for considerably less than had been anticipated. The cost of this project was \$216,000 plus \$6,932.97 electrical, and we have \$122,591.52 plus interest to pay on this loan. Chesterfield Associates, Inc. did an outstanding job, and additionally assisted several members of the community in removing 29 abandoned automobiles from Islesford.

b. Second – in the early summer of 2002 the Town's Land Acquisition Committee began an extensive search for shore front property in Southwest Harbor, Northeast Harbor and the surrounding areas which would facilitate the Town having its own landing site for boats and parking for property owners coming to or going from the Cranberry Isles. Three Special Town Meetings were held: July 30, 2002; August 21, 2002, and September 25, 2002 with the result that the Selectmen were authorized to purchase 3.147 acres of land with buildings, docks and floats for \$1,975,000. The voters authorized the Selectmen to borrow a total amount of \$2,400,000 to cover the cost of the inspections, legal fees, land & buildings, with the remainder for initial improvement by construction of a 137 space parking area beginning in February 2003.

Based the affirmative votes at the August 21st and September 25th Town Meetings a Special Board of Selectmen's Meeting was held on October 30, 2002 with eight unanimous votes being taken to permit completion of this purchase. This purchase was formalized on

December 3rd, 2002 at the Town Attorney's office with the Maine Municipal Bond Bank providing its certification for the issuance of 30 year municipal bonds covering the entire \$2,400,000; one year transitional loans, pending issuance of municipal bonds, were provided by: Union Trust Company, Ellsworth for \$1,700,000 at 1.89% interest rate (tax free municipal bonds) and Bar Harbor Banking and Trust Company, Bar Harbor for \$700,000 at 2.652% interest rate (taxable municipal bonds). Accordingly, you will see line items in the Warrant 2003 addressing funding requirements for annual payment on the principal and interest on these loans, as well as operating funds for the property.

On November 12, 2002 the Selectmen converted the *Land Acquisition Committee* into the "*Land Management Commission*" to assist the Selectmen and our community in the operation of this property, as well as develop recommendations to the community for future improvements and growth in capabilities. Their report is contained elsewhere in this Annual Town Report.

c. Third – Solid waste removal from the islands continues to increase in both quantity and cost. With a total ban on the burning of household waste materials by the State of Maine, these costs have rocketed from \$31,300 in 2000 to \$99,550 in 2002. \$75,000 was proposed in the 2002 budget but it proved insufficient for the quantity of solid waste requiring disposal; clearly something has to be done to improve on the management of this solid waste stream while reducing costs. To this end the Town's waste removal contractor has offered a significant proposal to modernize the waste collection system through the use of compactors and associated 30 yard containers. Our contractor proposes to purchase a new truck, two trash compactors (one on Islesford and one on Great Cranberry) and three detachable containers so that one container is being transported off island while the other two are in service. Additionally, the contractor will be responsible for the entire solid waste stream without additional fees, training of property owners and visitors, personnel employment and their operation of the compactors, and finally operation of the recycling program. The Selectmen believe this to be a major improvement over current procedures but concur with the current contractor that a significant financial investment is required by him or anyone else in order to put this new program into operation. \$99,550.68 was spent in 2002 in order to address solid waste removal from Great and Little Cranberry Islands, and Sutton Island, which includes EMR, Inc. tipping fees. Utilizing new compaction equipment, we believe we will be able to keep this cost at \$100,000 per year, at least for the next three years. Accordingly, the Selectmen will be discussing this further and will in the near future probably issue a multi-year "Request for Quote" which reflects the use of compaction equipment.

d. Fourth – Construction of the Sand & Salt Sheds was deferred in 2002 until a design could be generated which represented our requirements for both storage of the sand and salt mix plus the attached shed for solid waste containers. Chris Wriggins of Islesford has developed a design and specification package which will address both of these requirements. In the meantime, funding of \$12,000 is requested this year to address electrical installations for each building to support solid waste compaction equipment discussed in subparagraph c. above.

Other areas of Town government which represent improvements in infrastructure or are of concern to the Selectmen are:

a. Road Maintenance: \$80,000 was appropriated in 2002 for repair and asphalt paving of Town roads, principally on Islesford. The contractor was unable to perform this work last fall prior to cool weather arriving due to his equipment problems; accordingly the entire \$80,000 allocation has been carried forward for performance of this work in 2003. An additional \$38,000 is proposed in 2003 of which \$8,000 is recommended for cutting and trimming of trees along the main road on Great Cranberry and Islesford which pose a potential for falling on the main electrical lines. Power losses during the winter and previous winters, have become frequent and these losses are principally due to trees falling across the main electrical transmission lines during storms. Bangor Hydro Electric has performed their trimming of trees in their right of way, however, due to the height of many of the nearby trees along the main roads and lack of poor soil for the tree roots to hold we continue to experience power outages due to downed lines. The remaining Road Maintenance funds will be used to fill pot holes and general maintenance.

b. Fire Protection and Insurance Rates: A number of property owners have contact one or more Selectmen this past year to discuss fire insurance rates or their inability to obtain any insurance. Recently many insurance companies have been evaluating their continued coverage of properties not serviced by an organized municipal fire department. While the Cranberry Isles does have two private fire clubs, only one is sufficiently staffed and has the equipment to attempt any degree of fire protection. The *Insurance Services Office, Inc.* which provides rating schedules of various municipalities for the insurance industry presently rates the Cranberry Isles at the very lowest, i.e. 10. The schedule measures the major elements of a city's (city = towns, villages, districts, etc.) fire suppression system. These measurements are then developed into a Public Protection Classification number on a relative scale from 1 to 10, with 10 representing less than the minimum recognized protection.

The Public Protection Classification developed by these schedules is only one of several elements used to develop fire insurance rates for individual properties. Other features specifically relating to individual properties such as construction, occupancy, processing hazards, exposures and private fire protection have similar importance in the development of fire insurance rates.

Until the Town of Cranberry Isles makes the decision to organize, fund, staff and operate public fire departments on each island to achieve an improvement in the Town's Public Protection Classification as is the case on Swans Island, obtaining fire insurance and at what cost will be a negotiation between the property owner and the insurance carrier. As Selectmen however, we implore you to not forget that our islands are extremely vulnerable to fire due to old growth forest and the considerable quantity of trees blown over in recent storms that contribute to the abnormally large amount of forest floor combustible material. Open burning is permitted by written permit only and then only for the time and conditions written. Your carelessness could cost many of your neighbors their homes!

c. Telephone Service: Yes, we still have telephone service but a steady decline in capability seems to have occurred this past year, particularly as more and more homes acquire data communication devices, i.e. computers, fax machines. Telecommunicating is here to stay and some of our permanent residents already work from their homes via computer linkage. In a letter to the Great Cranberry Futures Group, summer resident Mark Goldberg reported:

"When I arrived here in June [2002] the quality of telephone service had degraded and, briefly, I thought I would have to leave the island. The Verizon repairman who worked on the boxes down by the tennis court [on Great Cranberry] told me the equipment was faulty and could not support computer grade connections for all of the phone lines on the island. His best fix for the problem was to juggle the lines, giving the decent quality ones to the squeakiest wheels."

Your selectmen have written to the Public Utilities Commission in Augusta, however, your assistance is also required. Complain to Verizon, complain to your representative, the Hon. Hannah Pingree, and speak to whoever will listen! We need new telephone switching and data equipment in support of our entire Town now, not in five to ten years.

d. Public Restroom – Great Cranberry Island: The Great Cranberry Futures Group made a valiant effort at upgrading the Great Cranberry public restroom. They undertook several improvements but regrettably the facility remains substandard. To improve ventilation and decrease the pervasive smell, the Futures Group doubled the diameter of the exhaust stack (the maximum now structurally possible), raised the stack about six feet above the roof, and added a wind turbine ventilator. While this helped some, the facility nonetheless remains barely useable and certainly is an embarrassment as a Town facility. The Selectmen are proposing to work with our local architects and engineers when they return for the summer in an attempt to develop a long term solution.

e. Public Wharf – Great Cranberry: Included in this Town Report are the recommendations of Kleinschmidt Associates, Inc. concerning recommended repairs to the Great Cranberry public wharf. This engineering firm developed the engineering specifications and supervised the repair efforts in 2002 on the Islesford public wharf. In order to prioritize limited wharf maintenance funds the Selectmen believed it prudent to first have a marine engineer inspect this wharf and then outline what actions are required now and what can be programmed for future years.

f. Revaluation: It has been 12 years since the Town of Cranberry Isles was revalued for tax assessment purposes. The Town's Assessor began his revaluation last year as announced in the Town Report 2001 with completion scheduled prior to the 2003 assessment. Presently the Town is valued at \$82,109,400.00; however, the State of Maine in its documentation of September 25, 2002 values the Cranberry Isles at \$120,750,000. It is this latter figure which becomes the basis for our tax bill to Hancock County. As a municipality we need to be at the 100% valuation and not at our current 40-45% level to comply with State statute.

g. Mosquito Control: Last year the voters in Article 26 of Warrant 2002 authorized the Selectmen to appoint a "Mosquito Control Committee" for the purpose of assessing the severity of mosquito infestation within the Town, and to investigate methods for mosquito population control. \$500 was appropriated for administrative expenses. In this Annual Town Report is a report from the Mosquito Control Committee with their findings, plus Article 20 of Warrant 2003 asks the voters to appoint a Mosquito Commissioner and conduct a \$6,000 field test of mosquito control measures in 2003.

h. Islesford Plow & Sand Truck: The Islesford plow truck was purchased in 1996 and the Selectmen have included a proposed allocation in this years budget of \$10,000 to be placed in escrow as a planned replacement of Town capital equipment.

The Selectmen are appreciative of those who have attended monthly board meetings, and particularly participation in the three Special Town Meetings this past summer. Our community may not be large but with everyone demonstrating an interest, and assisting on various committees and projects, much can and is being accomplished.

Board of Selectmen


Richard F. Beal David Stanton Denise McCormick
Chairman

TOWN OFFICERS & OFFICIALS -2002

Selectmen and Overseers of the Poor

David Stainton (2005), Denise McCormick (2003), Richard Beal (2004)
244-4067 / 7316 244-7576 244-7235

Town Clerk, Tax Collector, Treasurer, Registrar of Voters

Frances J. Bartlett 207-244-5943

Assessor

Garry Blanchette, Southwest Harbor 207-244-5447

School Committee

Katherine Chaplin (2005), Cindy Thomas (2003), Leslie Horvath (2004)

Superintendent of Schools

Howard Colter, Bar Harbor 207-288-5040 / 5049

Special Police Officer for Town & Animal Control Islesford

Josh Hardy 244-9387 (Resigned at end of 2002)

Constable, Great Cranberry

Richard Beal 244-7235

Code Enforcement Officer

Kimberly Keene, Hulls Cove, Me. 207-288-4024

Animal Control Officer, Great Cranberry

Renna Colby 244-5336

Harbor Master-Cranberry Isles

Orville E. Blank (Islesford) 244-9363

Health Officer

Warren Fernald 244-3048

General Assistance Administrator

Frances J. Bartlett 244-5943

Forest Fire Wardens

Orville E. Blank (Warden Islesford), Wesley Bracy, Jr. (Deputy Gt. Cranberry)
244-9363 244-5804

Road Commissioner-Cranberry Isles

Orville E. Blank 244-9363

Planning Board

Edward Horvath (2004), William Dowling (2003), Josh Hardy (2004)
244-0240 244-4116 / 0106 244-9387
Kelly Smith (2004), Steve Philbrook (2004)
244-3624 244-3782

Board of Appeals

Bruce Fernald (2005), Theodore (Teddy) Spurling (2004), Mary Russell (2004)
244-5283 244-7408 244-5757
Katherine Chaplin (2003), Eve Harrison (2003)
244-5013 244-7446

Board of Assessment Review

Michael Macfarlan (2004), Bruce Fernald (2003)
244-3078 244-5283

Shellfish Committee

Scott Bracy (2005), Tim Moran (2003), Kelly S. Sanborn (2003), Norman Sanborn, Jr. (2004), Richard Alley (2004) Chairman Pro Tempore

Ordinance Writing Committee (Vehicle Importation) (5 required)

Bruce Fernald - Islesford
David Thomas - Islesford
David Stainton - Great Cranberry
Richard Beal - Great Cranberry
Phil Whitney - Great Cranberry

Mosquito Control Committee (5 required)

Hugh Dwelley - Islesford (Chairman)
Barbara Stainton - Great Cranberry
Louise Millar - Great Cranberry
Sig Harrison - Islesford
Rob Mocarsky - Islesford
Mary Baldwin - Islesford

Representative to the Legislature: District 129

(Term expiring 12/1/04)

State Representative: Hon. Hannah Pingree

Home address: 92 Mills Street
North Haven, Maine 04853

Capital Address: House of Representatives
2 State House Station
Augusta, Maine 04333-0002

Residence: [207]867-2236

Business: [207] 691-5071

E-Mail: hannah@pingree.com

Capitol Telephones:
[207] 287-1400 (Voice)
[207] 287-4469 (TTY)

Senate District 5

Senator Dennis S. Damon
Home: 256 Oak Point Road
Trenton, Maine 04605

Capital Address:
3 State House Station
Augusta, Maine 04333-0003

Residence: 207-667-9629

Office: 207-287-1515

FAX: 207-287-1585

WEB: <http://www.state.me.us/legis/senate>

E-Mail: SenDennis.Damon@
legislature.maine.gov

Town Attorney:

Anthony Giunta, Esq

92 State Street

P.O. Box 735

Ellsworth, Maine 04605

Phone: 667-2545

**TREASURER'S REPORT
FOR
SOUTHWEST HARBOR LAND MANAGEMENT
ACCOUNT**

Cash balance January 1, 2002	0.00
Rent receipts	3,704.74
Donations	<u>1,000.00</u>
Total cash available December 31, 2002	4,704.74

Respectfully submitted,
/s/ Frances J. Bartlett
Treasurer

TOWN CLERK'S REPORT 2002

Number of Births Recorded.....	7
Number of Marriages Recorded.....	6
Number of Deaths Recorded.....	3
Number of Dog Licenses Sold.....	19
Number of Shellfish/Clam Licenses Sold:	
Resident.....	17
Non-Resident.....	2

Respectfully submitted,
/s/ Frances J. Bartlett
Town Clerk

**TREASURER'S REPORT
2002**

Cash balance January 1, 2002	\$404,074.07
Property taxes 1999	356.85
Property taxes 2000	7,406.62
Property taxes 2001	25,468.48
Property taxes 2002	637,156.96
Interest on taxes	965.89
Veteran's exemption: Refund from State of Maine	193.00
Homestead exemption: Refund from State of Maine	2,140.00
Automobile excise taxes	22,190.67
Automobile registrations: Refund from State of Maine	3,391.50
Junk car removal fees	400.00
Local road assistance from State of Maine	4,254.00
Sand/Salt Shed Grant from MBNA Foundation, Inc.	12,000.00
Boat excise taxes	4,322.68
Mooring Construction Grant from State of Maine	5,836.50
School Department receipts	24,182.46
State of Maine revenue sharing	3,088.95
Hadlock/Stanley Cemetery Trust	5,100.00
Fees	40.00
Planning Board	4.00
Plumbing permits	983.00
Solid Waste	460.00
Administration	32.90
Dog Licenses sold	90.50
Shellfish/Clam Licenses sold	286.00
Library Stipend from State of Maine	160.00
Interest earned	7,885.09
Islesford Wharf Project note	185,000.00
SWH Land Acquisition Notes	<u>1,995,000.00</u>

Total Cash Available:	\$3,352,470.12
Selectmen's Warrants Drawn:	-3,069,256.81

Cash Balance December 31, 2002 \$283,213.31

Respectfully submitted,
/s/ Frances J. Bartlett
Treasurer

TAX COLLECTOR'S REPORT

2002 Tax commitment	\$663,496.00
Abatements	-315.20
Early payment discount (2%)	-7,430.47
Cash collections	<u>-637,156.96</u>
2002 Taxes Receivable as of December 31, 2002	18,593.37

<u>DETAIL</u>	<u>AMOUNT</u>
Allen, Gary	736.00*
Davis, Barbara	832.80
Dowling, William	1,002.40
Fernald, Arthur	598.40
Gifford, David	271.20
Hawes, Fred	1,409.60
Holdings, Inc.	1,961.60
Houghton, John	668.00
Moran, Timothy	454.40
Newell, Hal	2,720.80
Office Solutions	8.00
Palmer, Robert	598.40
Parrish, James	1,473.60*
Partners, Rockledge	1,081.60
Porter, Jane	595.20
Ramsey, Donna	200.00
Ravenhill Heirs	1,817.60
Sattelite Service	28.00
Savage Heirs	385.80
Sordyl, David	411.20*
Sordyl, David	166.40*
Storey, Charles	134.40
Wedge, Deborah	441.60
Wedge, Russell	<u>596.00</u>
	\$18,593.00

[* = Payment received
after books closed.
Interest chargeable =
6.75 percent]

2001 Taxes receivable: January 1, 2002	\$27,896.46
Cash collections	<u>-25,468.48</u>
2001 Taxes receivable: December 31, 2002	\$ 2,427.98
Interest chargeable: <u>11.1 percent</u>	

<u>DETAIL</u>	<u>AMOUNT</u>
Davis, Barbara	759.93
Moran, Timothy	414.64
Office Solutions	7.30

Palmer, Robert	546.04
Porter, Jane or Jeffery	271.56
Sattelite Services	25.55
Wedge, Deborah	<u>402.96</u>
	\$2,427.98

2000 Taxes receivable: January 1, 2002	\$8,354.52
Cash collections	<u>-7,406.35</u>
2000 Taxes receivable: December 31, 2002	\$948.17

<u>DETAIL</u>	<u>AMOUNT</u>
Davis, Barbara	551.73
Palmer, Robert	<u>396.44</u>
	\$948.17

1999 Taxes receivable: January 1, 2002	\$1,305.02
Cash collections	<u>-356.85</u>
1999 Taxes receivable: December 31, 2002	\$ 948.17

<u>DETAIL</u>	<u>AMOUNT</u>
Davis, Barbara	551.73
Palmer, Robert	<u>396.44</u>
	\$ 948.17

1998 Taxes receivable: January 1, 2002	\$907.44
Cash collections	<u>0</u>
1998 Taxes receivable: December 31, 2002	\$ 907.44

<u>DETAIL</u>	<u>AMOUNT</u>
Davis, Barbara	510.72
Palmer, Robert	<u>396.72</u>
	\$907.44

Total back taxes (all years) owed to the Town Treasury:
\$23,824.76
as of December 31, 2002

ASSESSOR'S REPORT
2002 VALUATION AND TAXES

Assessed Values:

Land	\$51,831,200.00
Buildings:	31,558,600.00
Personal property:	64,200.00
Total assessed valuation:	\$83,454,000.00
Exemptions:	(517,000.00)
Total valuation base:	\$82,937,000.00

Assessments:

Town appropriations:	\$347,500.00
School appropriations:	238,774.00
County tax:	68,692.23
Overlay:	18,715.77
Total appropriations:	\$673,682.00

Appropriations:

Total appropriations:	\$673,682.00
Municipal revenue sharing:	(6,050.00)
Homestead reimbursement:	(3,416.00)
Net to be raised:	\$664,216.00

Computation of taxes:

\$82,937,000 total valuation base x 0.00800 rate = \$663,496.00

Supplemental tax:	-0-
Abatements:	-0-

Any qualified resident veteran or widow and/or minor children of a veteran who has not already filed his/her veteran exemption application MUST do so prior to April 1, 2003. Significant additions, improvements, deletions, and/or damage to taxable real estate and/or personal property should be brought to the Assessor's attention prior to April 1, 2003. Copies of survey plans of land within the Town would be greatly appreciated, for they are useful in land use planning and accuracy of the Town's maps.

A comprehensive revaluation of real estate is underway to achieve compliance with State mandated assessment standards. Nearly two-thirds of the seasonally occupied properties had been inspected as of the end of September; inspections of real estate occupied during the winter are scheduled to occur in January. If your real estate has not been inspected, you may contact me for a property inspection appointment at 244-5447.

Respectfully submitted,

Garry A. Blanchette, Assessor

TOWN OF CRANBERRY ISLES
ANNUAL REPORT
Code Enforcement Officer / Plumbing Inspector
Shoreland & Land Use

In 2002, the Code Enforcement Officer issued a total of 14 Notification of Intention to Build permits from the 14 Notification of Intention to Build permit Applications filed and processed.

All the Notification of Intention to Build Applications were in areas regulated by shore land zoning. There were 11 plumbing permits issued in 2002 from January to December. There were 3 Flood Hazard Development Permits issued.

The breakdown of the 2002 *Notification of Intention to Build* permits are as follows:

Single Family Dwelling Units.....	3
Additions to Residences.....	4
Renovations.....	4
Garages.....	0
Sheds.....	0
Piers/Ramps/Floats.....	2
Decks.....	1
Total Issued.....	14

The breakdown of the 2002 *Plumbing* permits is as follows:

Subsurface wastewater disposal systems.....	7
Internal Plumbing.....	4
Total Permits Issued.....	11

Respectfully submitted,

/s/ Kimberly A. Keene
Code Enforcement Officer
Local Plumbing Inspector
Shoreland & Land Use

All internal rough-in plumbing must be inspected prior to covering. In addition, an air test of 5 lbs. or a water test must be maintained in the presence of the Plumbing Inspector for at least 15 minutes.

All Subsurface Wastewater Disposal Systems must be inspected prior to covering any part of the system.

NOTICE OF FEES

Subsurface Wastewater Disposal Permit Fees

Engineered System (includes one Disposal Area)	\$200.00
Non-engineered System	\$100.00
Primitive System (includes one alternative toilet)	\$100.00
Separate Laundry Disposal Field	\$35.00
Seasonal Conversion Permit	\$50.00
Variance (is added to permit fee)	\$20.00

Permits for Individual Components of Disposal System

Alternative Toilet (only)	\$50.00
Disposal Field (engineered system)	\$150.00
Disposal Field (non-engineered system)	\$75.00
Treatment Tank (non-engineered system)	\$50.00
Treatment Tank (engineered system)	\$80.00
Holding Tank	\$100.00
Variance (is added to permit fee)	\$20.00
Other System Components (complete pump station, piping)	\$20.00

Effective October 2002 there are three inspections required for the installation of a new septic system or replacement system. These inspections are:

1. **After Site Preparation**
2. **Prior to covering the system.**
3. **After Stabilization**

Internal Plumbing Fees

Each fixture (toilet, sink, shower, etc.)	\$6.00
State minimum fee for 1-3 fixtures	\$24.00
Hook-up fee to septic system (New water distribution and/or drainage pipes are installed or relocated but no fixtures installed)	\$24.00

Transfer fee: \$6.00
(If a permit has been issued, but the person installing the plumbing has terminated his work before the job is finished, and a new plumber is hired to replace the other plumber, a transfer fee is charged.)



Great Cranberry Island Town Wharf Repairs

Report on Engineering Inspection
Kleinschmidt Associates, Inc.
31 January 2003

As discussed in subsection e. of the Selectmen's Report, found in the front of this Town Report, the Selectmen wish to prioritize repair work in order to maximize use of limited wharf maintenance funds while maintaining the structural integrity of the Town's public wharfs. To this end the engineering firm of Kleinschmidt Associates, Inc., the firm which provided engineering services for the Little Cranberry (Islesford) wharf repairs in 2002, was asked to conduct a visual inspect and make recommendations on repair needs and priorities for the Great Cranberry Island public wharf. Their inspection was conducted on January 13, 2003 and a synopsis of their report follows:

Description of Wharf:

The Town Wharf is located on the northern shore of Great Cranberry Island, in Spurling Cove, and is used by local fishermen and residents for access to deeper water. The pier is used by the daily mail boat and other ferries throughout the year for landing supplies and passengers and by the fishermen for loading and unloading traps and gear. Cars and small trucks commonly drive the length of the wharf.

The wharf is made up of three individual construction systems. The inner, southern end is a wood pier with wood piling and wood deck, about 145 ft long and 14'-6" wide. For this report it is call the "Timber Pier". The next section is a granite wharf filled with soil or rock and capped with a concrete slab, 16 ft wide and 93 feet long. This is the "Granite Pier". The outer most construction is a newer concrete deck pier on timber pile supports, with a dogleg shape. The dimensions are 20 feet wide with legs of 25 ft and 69 ft (measured along the long side on the west. This is called the "Concrete Pier." Overall dimension of the pier are approximately 331.5 feet long and 14.5 to 20 feet wide.

The full Kleinschmidt report resides with the Selectmen and can be made available upon individual request. The following repair recommendations are a part of this report:

Timber Pier

a. Stringers: The condition of the stringers is mostly unknown. Some of the stringers at Islesford were decayed and Kleinschmidt expects some at Great Cranberry will undoubtedly deserve to be replaced once exposed. This section of the pier has a very flexible deck and a low load rating. Unlike Islesford, extra stringers between the existing stringers have not been installed. Kleinschmidt recommends that three additional stringers be installed, full length, in the spaces between the existing stringers.

b. Decking: From the top it appears that much of the existing decking is in need of replacement. Quite a bit of splitting and some broken planks were seen. The decking has a very long span, in excess of 5 feet. Preliminary calculations indicate that the design load rating for vehicle load rating is on the order of 2000 to 2400 pounds. In actuality, the wood has considerable reserve strength, and there is load sharing between planks, so there has not been a significant failure, but the wood, and the fasteners are being destroyed by the overloading. Complete deck replacement is recommended so that the underlying stringers can be exposed and repaired in a logical way. When the deck is replaced it would be possible to extend the width of the pier to provide additional space. Standard lumber length of 16 feet would allow additional width beyond the current width of 14'-6" at virtually the same cost by eliminating waste.

c. Handrails and Curbs: The pier is in need of upgrades to meet general safety standards for pedestrians and other users. Handrails along sides of the pier should be constructed that are 42" high and curbs should be placed on all edges of the pier that are substantial, 8X8 or 10X10, mounted on a spacer block to prevent vehicles from going over the edge.

Granite Pier

a. Handrail and Curb: The handrail recommendation is the same as for the Timber Pier. It should be possible to use the tops of the fender piles as posts to hold the rail and curb members.

b. Fender Pile Rub Strips: The fender piles along the east side used most heavily for the mail boat are heavily chafed to the point of being flattened. At Islesford, a heavy strip of UHMW plastic was installed on the face of the piles as a wear strip, and seems to be doing well. This same procedure is recommended for this pier in this area.

Concrete Pier

a. Concrete Deck: The concrete deck consists of precast concrete panels about 20 ft X 4 ft, which are attached to the supporting structure with welded clip angles and bolts. These panels appeared to be in generally good condition with the exception of the edge panels along the side above the wave fence (western side). In this area there is extensive reinforcement corrosion and spalling on the underside of the slab due to salt water splash from the wave fence. While not a concern just yet, these panels are clearly deteriorating fast and the Town should expect that the panels on that side of the pier will need to be replaced within ten years.

b. Fender Piles: Untreated oak fender piles are provided where vessels land on the eastern and northern sides of the dock near the stairs and at the end. The inspection indicates 12 fender piles to be in poor condition and 8 piles with extensive abrasion wear from the ferry near the stairway. While not immediately a problem, most of the oak piles seem to be deteriorating near the top at their butt ends and should be replaced in the near future. Plastic rub strips should be fitted to those that have a lot of wear from the mail boat.

c. Stairways: Both stairways have need of improvements for structural safety and functional ease of use. Kleinschmidt recommends rebuilding the entire stair, platform and the adjacent supporting structure in both cases. If a major rehabilitation project is undertaken, the stairs should be renewed, since they are a critical safety area, and both stairs have deficiencies.

Cost of Repairs: The above recommendations mention a number of items, except for the structural condition of the decking in the Timber Pier section, that are not immediately critical, but the Town may wish to do some or all of them. To help in the decision process, Kleinschmidt has prepared some conceptual level budget costs for these items with only preliminary measurements and without any design calculations or feedback from the Town.

1. Timber Pier Section – Replace Deck, add stringers, add handrails, assume replace 20% of stringers if found to be rotten, and with 20% contingency: **\$44,000**

2. Granite Pier Section – Install handrails and curbs, fill in concrete surface, with 20% contingency: **\$13,000**

3. Concrete Pier Section

a. Fender piles: Replace 12 piles and add UHMW plastic rub strips to 8 piles, assuming barge is in the area so you have minimal mobilization cost, with 20% contingency: **\$19,000**

b. Replace Stairways: based on 2002 bids from Islesford assume **\$12,000** each. To replace both stairways, with 20% contingency: **\$29,000**

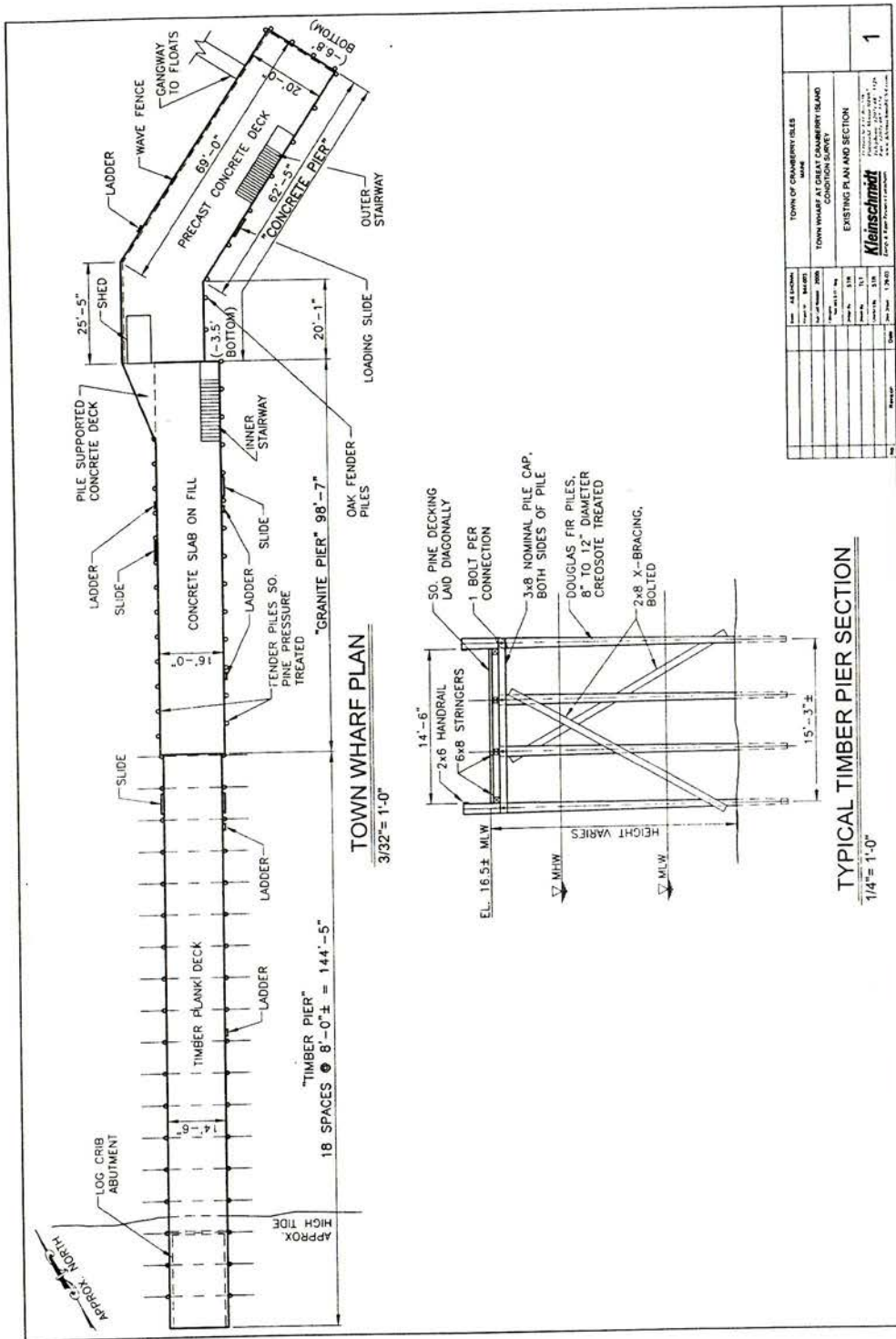
c. New Waiting Shelter: assume **\$28,000**, based on the Islesford bids, which were between \$22,000 and \$28,000, plus 20% contingency: **\$33,000**

d. Wave Fencing: assume install new walers and batter piles, reuse existing vertical piles, wave boards full height of pier, including mobilization of barge and pile driver, plus 20% contingency: **\$107,000**

4. Engineering and Bid Documentation – 7% to 12% of construction budget, depending upon scope and amount of detailing.

Load Rating: Kleinschmidt associates performed a preliminary structural load analysis of the Timber Pier section for vehicle loads, based on the AITC Wood Construction Manual. Based on the member sizes, spans, connections, and assuming they are Douglas Fir stringers and Southern Pine decking, in good condition, Kleinschmidt obtained the following maximum live load capacity:

Maximum vehicle wheel load:	500 pounds
Maximum vehicle total weight:	2,000 pounds



**SPECIAL TOWN MEETINGS
AND CONTINUING ACTIONS AUTHORIZED
BY THE VOTERS**

Special Town Meeting 31 July 2001

The voters of the Town of Cranberry Isles authorized the Selectmen to devise, establish and collect a Dock Ramp Usage Fee for all vehicles delivered to Great Cranberry and Islesford islands, with such collected funds held in an escrow account for repair, maintenance or replacement of the ramps on each island as wear and usage dictate. This authorization is continuing year to year as part of the Selectmen's normal administrative duties.

Special Town Meeting 31 July 2001

The voters of the Town of Cranberry Isles authorized the Selectmen to obtain a General Obligation Bond in the amount not to exceed \$350,000 for the purpose of making repairs to the Islesford public wharf. The term of this note would be for approximately 5 years payable in equal yearly installments (principal & interest) with funds collected through yearly property taxes. [Note: The wharf was repaired in 2002 for \$216,000 with \$122,591.52 remaining due on this bond.]

Special Town Meetings 30 July, 21 August and 25 September 2002

Three special Town Meetings were held this past year for the purpose of addressing the purchase of land in Southwest Harbor, Maine and improvements thereto. The language of those three warrants was pulled together into one document that was voted upon at a Special Meeting of the Board of Selectmen. In response to the vote at the September 25th Town Meeting the Maine Municipal Bond Bank required a series of votes to be taken which implemented the will of the voters expressed at the three Special Town Meetings. In each case the Board of Selectmen voted unanimously for each of the eight votes taken on 30 October 2002, as was required by amendment to the September 25th warrant article. The full text of those votes is attached to this section.

Special Town Meeting 30 July 2002

The voters of the Cranberry Isles authorized the Selectmen to lease the "Cranberry Isles Parking Lot" located next to the Northeast Harbor Police Station, for a period of one year, for a sum of money equal to the rental on 123 automobile spaces (\$23,370) plus a fee to be negotiated and payable to the Town of Mount Desert for full control of that parking area by the Town of Cranberry Isles. [Note: The Land Management Commission is presently discussing this issue with the Mount Desert Town Manager, Mike MacDonald, for a multiyear lease. A second vote authorizing a multiyear lease will probably be required.]

Continuing Authorizations

Town Meeting 11 March 2002 (Abandoned Vehicles)

The voters of the Town of Cranberry Isles appropriated the sum of \$5,000 to be placed in escrow for three years by the Town Treasurer for the removal from the islands of motor vehicles that in the determination of the Selectmen have been junked or abandoned. The

Selectmen may draw upon these funds as necessary to collect, transport, and dispose of these vehicles pursuant to Title 29-A, Maine Motor Vehicle Statutes, as amended. The authority granted herein shall continue until revoked.

Town Meeting 11 March 2002 (Motor Vehicle Statute Enforcement)

The voters of the Town of Cranberry Isles authorized the Town Treasurer to transfer, on a continuing annual basis, the sum of \$1,500 from annual excise tax collections to a separate account called "Motor Vehicle Statute Enforcement"; and that these funds may be dispersed by the Selectmen to various County and State law enforcement agencies for payment of their services in coming to the islands for the purpose of motor vehicle law enforcement.

Town Meeting 11 March 2002 (Disposal of Town Property)

The voters of the Town of Cranberry Isles authorized the Selectmen to dispose of Town owned personal property with a value of \$2,500 or less under such terms and conditions as they deem advisable. The authority granted herein shall continue until revoked.

Town Meeting 11 March 2002 (Worker's Compensation)

The voters of the Town of Cranberry Isles authorized the Board of Selectmen to join with other participating municipal and quasi-municipal employers to group self-insure for the provision of worker's compensation benefits, as authorized by 39-A, M.R.S.A., § 403, said group to be known as the "Maine Municipal Association Worker's Compensation Fund" (fund); and for that purpose and in consideration of the mutual covenants and agreements among participating employers, to authorize the Board of Selectmen to enter into a Fund Indemnity Agreement on behalf of the Town of Cranberry Isles and take whatever other actions may be necessary. The authority granted herein shall continue until revoked.

Selectmen
Richard Beal
Denise McCormick
David Stainton



Town Clerk/Treasurer
Frances J. Bartlett
P.O. Box 15
Islesford, Maine 04646

**TOWN OF CRANBERRY ISLES, MAINE
SPECIAL MEETING OF THE BOARD OF SELECTMEN**

The Board of Selectmen of the Town of Cranberry Isles met on October 30, 2002, at the Great Cranberry Community Center, Great Cranberry Island, Maine 04625. Present were Richard F. Beal, Denise McCormick and David Stainton being three of the Selectmen of the Town of which there are three, together with the Clerk and Treasurer of the Town, Frances J. Bartlett. The Chairman presided and the Clerk kept the record. The Selectmen discussed the matter of financing the purchase of land with encumbrances consisting of approximately 3 acres, more or less, together with buildings, docks, wharves, fixtures and equipment located on Shore Road and Mansell Lane in the Town of Southwest Harbor, Hancock County, Maine, Tax Map 17, being all or a portion of Lots 100, 105 and 112, being as described in Book 1204, Page 511; Book 1542, Page 428; Book 1588, Page 345; and Book 3003, Page 208 of the Hancock County Registry of Deeds, or such other parcels agreed to by a majority of the Selectmen, for a purchase price of \$1,975,000 and further authorized the Selectmen to expend a principal amount not to exceed \$425,000 for design and construction of improvements to the site, buildings, docks, wharves and equipment for a public intermodal transportation facility including, but not limited to a municipal public parking lot, docks, wharves, bus station and related or incidental uses (the "Project"). The meeting was open to the public, which was notified of the meeting by mean of posting of the Agenda at the United States Post Offices on Great and Little Cranberry Islands and on the bulletin boards located at each General Store on Great and Little Cranberry Islands. Upon motions made and duly seconded, the following votes were unanimously adopted:

VOTED: That pursuant to the Constitution and Laws of the State of Maine, Title 30-A, Section 5772 of the Maine Revised Statutes, as amended, approving action taken by the inhabitants of the Town at Special Town Meetings held August 21, 2002 and September 25, 2002, and any other authority under the Constitution and Laws of the State of Maine thereto enabling, the Treasurer and Selectmen of the Town are hereby authorized to borrow on behalf of the Town from the Maine Municipal Bond Bank, or other lending institution, an amount not exceeding Two Million Four Hundred Thousand Dollars (\$2,400,000) at an interest rate and subject to such other terms and conditions as may be agreed to by the Treasurer and Selectmen, payable over a period not to exceed thirty (30) years to finance the purchase of land with encumbrances consisting of approximately 3 acres, more or less, together with buildings, docks, wharves, fixtures and equipment located on Shore Road and Mansell Lane in the Town of Southwest Harbor, Hancock County, Maine, Tax Map 17, being all or a portion of Lots 100,

105 and 112, being as described in Book 1204, Page 511; Book 1542, Page 428; Book 1588, Page 345; and Book 3003, Page 208 of the Hancock County Registry of Deeds, or such other parcels agreed to by all of the Selectmen, for a purchase price of \$1,975,000 and further authorize the Selectmen to expend a principal amount not to exceed \$425,000 for design and construction of improvements to the site, buildings, docks, wharves and equipment for a public intermodal transportation facility including, but not limited to a municipal public parking lot, docks, wharves, bus station and related or incidental uses (the "Project"), said loan to be evidenced by the General Obligation Bond or Bonds of the Town, to be executed and delivered on behalf of the Town by the Treasurer and counter-signed by all of the Selectmen (the "Bonds"). A portion of the Bonds (Bond R-1) shall be exempt from and a portion (Bond R-2) subject to taxation under the provisions of the Internal Revenue Code of 1986, as amended, which portions shall be finally determined prior to issuance of the Bonds.

VOTED: In anticipation of the long term financing from the Maine Municipal Bond Bank or other lending institution, and pursuant to authority granted by the Constitution and Laws of the State of Maine, Title 30-A, Section 5772 of the Maine Revised Statutes as amended, and action taken by the inhabitants of the Town at special Town Meetings held August 21, 2002 and September 25, 2002, and any other authority under the Constitution and the Laws of the State of Maine thereto enabling, the Treasurer and all of the Selectmen of the Town of Cranberry Isles, are hereby authorized to issue to Union Trust Company, the General Obligation Bond Anticipation Note of the Town in a principal amount not exceeding One Million Seven Hundred Thousand Dollars (\$1,700,000), to be drawn on an "as needed" basis, the proceeds of the loan to be used for financing the Project, as defined in the preceding vote, to be executed and delivered on behalf of the Town by the Treasurer and counter-signed by all of the Selectmen of the Town, such Note to be for a term not to exceed one year, with interest payable at an interest rate of 1.89% and to be on such further terms and conditions as may be agreed to by the Treasurer and all of the Selectmen of the Town (the "R-1 Note"), with such renewals and refunding as the Selectmen shall approve.

VOTED: In anticipation of the long term financing from the Maine Municipal Bond Bank or other lending institution, and pursuant to authority granted by the Constitution and Laws of the State of Maine, Title 30-A, Section 5772 of the Maine Revised Statutes as amended, and action taken by the inhabitants of the Town at Special Town Meetings held August 21, 2002 and September 25, 2002, and any other authority under the Constitution and the Laws of the State of Maine thereto enabling, the Treasurer and all of the Selectmen of the Town of Cranberry Isles, are hereby authorized to issue to Bar Harbor Banking and Trust Company, the General Obligation Bond Anticipation Note of the Town in a principal amount not exceeding Seven Hundred Thousand Dollars (\$700,000), to be drawn on an "as needed" basis, the proceeds of the loan to be used for financing the Project, as defined above, to be executed and delivered on behalf of the Town by the Treasurer and counter-signed by all of the Selectmen of the Town, such Note to be for a term not to exceed one year, with interest payable at an interest rate of 2.652% and to be on such further terms and conditions as may be agreed to by the Treasurer and all of the Selectmen of the Town (the "R-2"), with such renewals and

refunding as the Selectmen shall approve. Interest on the (R-2) Bond and Note shall be subject to taxation under the provisions of the Internal Revenue Code of 1986, as amended, which is hereby determined to be in the best interests of the Town.

VOTED: That the Town shall take any and all actions required under the Internal Revenue Code of 1986, as amended, to maintain the tax exempt status of the interest on the R-1 Bond and the Note, and to maintain the status of the R-1 Bond and Note as "qualified tax exempt obligations" of the Town, and that the R-1 Bond and the Note may be subject to such further terms and conditions as may be agreed to by a majority at least of the Board of Selectmen and the Treasurer of the Town to carry into effect the full intent of this vote.

VOTED: That the law firm of Eaton Peabody, Bangor, Maine is hereby designated as bond counsel for the Town with respect to the issuance and sale of the Bonds and Notes, and to prepare documents and render opinions as may be necessary or convenient for this purpose.

VOTED: That the Town Treasurer or the Chairman of the Board of Selectmen of the Town be, and each of them hereby is, authorized for the foregoing purposes to make application to the Maine Municipal Bond Bank for sale of the Bond, and to execute a Loan Agreement with the Bond Bank in such form as the Bond Bank may require, and further, that the Town Treasurer, Clerk, and Chairman of the Board of Selectmen be and each of them hereby is authorized to take such action to execute any and all documents, affixing the seal of the Town where necessary, in order to carry into effect the full intent of the foregoing votes or any of them.

VOTED: That all of the Selectmen are hereby authorized to purchase the property and to execute and deliver on behalf of the Town a Purchase and Sale Agreement dated August 21, 2002 (the "Agreement") substantially in the form presented to this meeting for the purchase of land with encumbrances consisting of approximately three acres, more or less, together with buildings, docks, wharves, fixtures and equipment located on Shore Road and Mansell Lane in the Town of Southwest Harbor, Hancock County, Maine, Tax Map 17, being all or a portion of Lots 100, 105 and 112, being as described in Book 1204, Page 511; Book 1542, Page 428; Book 1588, Page 345; and Book 3003, Page 208 of the Hancock County Registry of Deeds or such other parcels agreed to by all of the Selectmen; pursuant to authority granted by the Special Town Meetings held August 21, 2002 and September 25, 2002, with such amendments, additions, deletions and modifications as all of the Selectmen may approve.

VOTED: That the municipal officers and officials of the Town are hereby authorized to execute all documents and certificates, and to take all action, including affixing the seal of the Town, as may be necessary or convenient to carry out the full intent of the foregoing votes or any one of them, and that execution of each document including, but not

limited to the Bonds, Notes, and Purchase and Sale Agreement shall be conclusive evidence of the approval of the terms thereof by all of the Selectmen.

[SEAL]




I certify that I am the duly qualified Town Clerk of the Town of Cranberry Isles, Maine and that the foregoing votes were adopted by the Board of Selectmen of the Town of Cranberry Isles at a meeting of said Selectmen duly called and legally held in accordance with the laws of Maine on October 30, 2002, that the meeting was open to the public and that adequate and proper notice thereof was given in accordance with the Laws of the State of Maine by posting in public and conspicuous places in the Town, and that such votes have been entered into and become part of the permanent records of the Town and remain in full force and effect and have not been rescinded or amended.

[SEAL]



Dated: October 30, 2002
Cranberry Isles, Maine

TOWN OF CRANBERRY ISLES


Frances J. Bartlett, Town Clerk

CRANBERRY ISLES ORDINANCES & REGULATIONS

Following are condensed selections from Town Ordinances. Copies of the complete ordinance(s) are available from the Town Clerk, P.O. Box 15, Islesford, Maine 04646. Please be sure that renters or other users of your property are aware of these rules.

CAMPING

For the purpose of the ordinance "camping" shall mean to establish temporary living quarters, with or without shelter and with or without facilities for preparation of food. Any person camping, as an individual or as leader, or representative, of several persons camping at the same site, shall have at the camp site at all times a written permit to camp from the owner of the land on which the site is located. The permit shall name each person who may camp at the site, shall identify the approximate location of the site, shall state the approximate date and duration for which the permit is issued, shall be dated and shall be signed by the owner of the land. A permit to camp does not constitute permission to have a fire. All fires shall be subject to compliance with applicable laws and ordinances, including obtaining a burning permit from the Town Forest Fire Warden.

Enacted March 6, 1978

BICYCLES

Every bicycle when in use at night shall be equipped with a lamp on the front which shall emit a white light visible from a distance of at least five hundred (500) feet to the front end, and with a reflector on the rear which shall be visible from all distances from fifty (50) feet to three hundred (300) feet to the rear when directly in front of lawful upper beams of head lamps on a motor vehicle. A lamp emitting a red light visible from a distance of five hundred (500) feet to the rear may be used in addition to the end reflector. Any person convicted of a violation of the provisions of this ordinance shall be punished by a fine of five dollars and costs.

Enacted March 2, 1942

DOGS - LEASH LAW

The Town's leash law has been subsumed by State of Maine law which requires that all dogs must be on a leash except when on an owner's property. Additionally, when transporting a dog in the back of a pickup truck or other open body vehicle, the dog must be tied equal distance between the two sides of the truck body. As of 2001, first offense under State Law for allowing a dog to run loose and not kept on a leash shall be punishable by a fine of \$250. For second or subsequent offenses the fine may be increased to \$500.

DOCKING ORDINANCE

Pursuant to Title 30, Section 2151, as amended, the Town of Cranberry Isles, Hancock County, Maine, hereby enacts this Docking Ordinance promoting the public convenience and welfare and providing for public safety in the use of harbors, waterways, mooring areas and public docks of the Town.

1. No person shall tie up and leave a boat at any town float or dock for more than two (2) hours except to beach the same for repairs.
2. The head of all town floats and companionways of docks shall be kept clear at all times except to load and unload cargo or passengers.
3. No person in any motor craft shall exceed five (5) miles per hour through the mooring areas of the town's harbors.
4. All moorings shall be rigged and placed so they do not create an excess hazard to marine traffic.
 - 4a. Anything shall not be left upon a float more than one hour unattended by the person responsible therefor.
 - 4b. Docks are public ways. Passage of the traveling public, including motor vehicles at Great and Little Cranberry Islands, shall not be unreasonably obstructed. Traps, materials, packages and other objects may be left thereon, in such a manner that passage along the dock is not obstructed, for no longer than 72 hours. A similar ordinance enacted in 1969 is repealed.
 - 4c. Buildings on the docks are public buildings intended for the temporary shelter of persons and perishable objects and materials. Anything placed within such buildings shall be removed within 72 hours.
5. Failure to comply with these regulations shall result in a warning or a fine of not more than \$50.00 nor less than \$20.00.
6. Harbor Masters and Constables of the Town of Cranberry Isles, Maine shall have the authority to enforce this ordinance.

Enacted March 4, 1974
Amended March 8, 1976
Amended March 12, 1990

PARKING ORDINANCE

From the first day of November to the first day of April, no person shall park a vehicle on any street or road in the Town of Cranberry Isles between the hours of 4 p.m. and 6 a.m. for a period longer than thirty minutes. Any vehicle found parked in violation of this ordinance and obstructing snow removal or sanding operations may be moved to a storage garage or parking lot at the owner's risk, and the owner shall be charged with the storage costs and towing fee. This ordinance is to facilitate snow removal and sanding. [Note: Abandonment of a vehicle on a public way is a traffic infraction. A person who is found to have abandoned a vehicle is responsible for any towing charges that are directly related to the abandonment of the vehicle. Section

1860 of Title 29-A, Maine Law, is also quoted elsewhere in this Town Report relating to abandonment of motor vehicle on islands.]

Enacted March 7, 1966

MOTORIZED VEHICLES ON PUBLIC PROPERTY

Pursuant to Title 30, Section 2151, as amended, the Town of Cranberry Isles, Hancock County, Maine, hereby enacts the ordinance to promote the public convenience and welfare through regulating the operation of motorized vehicles on public property [i.e., Town gravel pits, school yards].

The operation, except as provided herein, of motorized vehicles on publicly owned property outside the right of way of the Town roads is prohibited. Motorized vehicles [including motor bikes & golf carts] may be so operated for purposes authorized by the agency in control of the public property, for emergencies such as fire or police protection or rendering aid in the event of personal injury, and for access to public facilities where such access is duly authorized. Failure to comply with this ordinance may result in a fine of not less than \$20 nor more than \$50. Constables of the Town of Cranberry Isles shall have the authority to enforce this ordinance.

Enacted March 14, 1983

OPEN FIRE ORDINANCE

Pursuant to Title 12, Section 9234, as amended, the State of Maine has prohibited, as of May 2001, all out of doors burning of highly combustible trash, except in an incinerator approved by a State Fire Warden. Out of doors burning of plastics, rubber, styrofoam, food wastes or chemicals is prohibited in all areas of the State.

For persons living within the Town of Cranberry Isles, pursuant to Title 30, Section 2151, M.R.S.A. the following ordinance shall be complied with:

- a. Open fires shall mean campfire or bonfire, the burning of grass, brush, or rubbish [as permitted by State Law], or any fire of similar character. Fires in fireplaces or Franklin type stoves in buildings are not open fires within the meaning of this ordinance.
- b. "Fire Warden" shall mean the resident State Fire Warden [located in Jonesboro, Maine] or a Forest Fire Warden of the Town of Cranberry Isles. [Orville E. Blank, Fire Warden on Islesford Phone 244-9363; Wesley Bracy, Jr., Deputy Fire Warden, Great Cranberry, Phone 244-5804]
- c. No person may start or have an open fire in the Town of Cranberry Isles without first having obtained a permit therefor in writing from a Fire Warden. The permits shall be available for inspection at the site of the fire at all times.
- d. The Fire Wardens may include in the permit such conditions as are reasonable and necessary for the purpose of the Ordinance. A Fire Warden may revoke a permit for failure to comply with its terms or because

conditions pertinent at the time of issue of the permit are no longer applicable.

- e. Fire Wardens and Constables of the Town of Cranberry Isles, Maine shall have the authority to enforce this Ordinance.

Enacted June 27, 1974

SHELLFISH CONSERVATION ORDINANCE

The purpose of this ordinance is to establish a shellfish conservation program for the Town of Cranberry Isles which will insure the protection and optimum utilization of shellfish resources within its limits. These goals will be achieved by means which may include:

- a. Licensing
- b. Limiting the number of shellfish harvesters
- c. Restricting the time and area where digging is permitted
- d. Limiting the minimum size of clams taken
- e. Limiting the amount of clams taken daily by a harvester.

The following is a synopsis of the ordinance and those desiring to dig clams or other shellfish within the Town of Cranberry Isles should obtain (1) a license and (2) information on the dos and don'ts from one of the Town Shellfish Wardens. Anyone who is judged to have violated this ordinance shall be punished in accordance with State statutes, including 12 M.R.S.A, Sections 6681 and 6671(10).

Definitions:

- a. Resident: The term "resident" refers to a person who pays real estate taxes to the Town of Cranberry Isles.
- b. Non-resident: The term "non-resident" means anyone not qualified as a resident under this ordinance.
- c. Shellfish, clams, and intertidal shellfish resources: When used in the context of this ordinance the words "shellfish", "clams", and "intertidal shellfish resources" mean soft shell clams (*Mya arenaria*), quahog, hen clams and oysters.

Licensing: Municipal shellfish digging license is required. It is unlawful for any person to dig or take shellfish from the shores and flats of this municipality without having a current license issued by this municipality as provided by this ordinance. Licenses are issued in two varieties: Residential Recreational and Nonresidential Recreational. The residential costs \$16.00 while the nonresidential costs \$31.00 on an annual basis and is issued proportional to the number of residential licenses (6 residential to 1 nonresidential). There are no commercial licenses authorized. The fee is waived for all persons 60 years or older or 12 years or younger.

Minimum legal size: It is unlawful for any person to possess soft shell clams within the municipality which are less than two (2) inches in the longest diameter. However, any

person may possess clams that are less than two inches if not less than one peck for more than four pecks taken at random from various parts of the lot or by a count of the entire lot if it contains less than one peck, i.e. no more than 25% may be less than 2 inches long.

Enacted March 12, 2001 and must be reviewed at Town Meeting March 2004

NOTICE TO APPLICANTS FOR PERMITS

While the Town of Cranberry Isles Clerk is the proper official to file all applications within the municipality of Cranberry Isles, neither the Town Clerk nor any other town official has the authority to answer questions or provide information which an applicant may rely upon. Only the board or officer which will grant or deny the application can do so. Applicants are hereby notified that any reliance on information other than that from the proper authority is done so at their own risk and shall not be binding on the municipality.

BUILDING REGULATIONS

All permit applications and notifications should be filed with and directed to the Code Enforcement Officer. Application forms may be obtained from Mrs. Keene (CEO) or Town Clerk Frances J. Bartlett.

Kimberly A. Keene, Code Enforcement Officer [207] 288-4024
P. O. Box 88
Hulls Cove, Maine 04644

BUILDING NOTIFICATION ORDINANCE

This ordinance has been enacted pursuant to the authority given the Town in 30 MRSA 1917 (Home Rule) and 30 MRSA 3221 (Soil and Suitability Prior to Construction) in order to promote the health, safety, convenience, welfare and property values of the inhabitants by requiring notification of intention to build for all dwellings and structures within the municipality.

Administration: The Code Enforcement Officer (CEO) shall enforce all State of Maine laws and the regulations of this ordinance, with assistance from the Town Selectmen. The CEO shall report any violations of this ordinance to the Board of Selectmen; the Town Clerk shall accept completed Intention to Build Notifications Form and place submitted forms on file in the Town Office.

Notification of Intention to Build:

- a. Before construction is started on any structure, the owner shall file written notice of the intent to build upon forms provided by the Town and available at the Town Clerk's office. Said notice shall be filed with the Town Clerk.
- b. Said notice forms shall include the following information:

- (1) sketch showing location and layout of proposed structure(s)
- (2) estimated cost of the proposed structure, including cost of labor.
- c. For new dwellings, expansion of existing dwellings, and conversion of seasonal dwellings to year round use, a valid permit issued by the Licensed Plumbing Inspector or written certification by the Licensed Plumbing Inspector that a permit is not required, shall accompany said notice.
- d. If the proposed structure is located in an area governed by the Shoreland Ordinance, a Land Use Permit issued by the proper authority shall also accompany said Notice.
- e. The term "structure" as used by this ordinance is defined as a building or buildings or portions thereof, constructed or erected with a fixed location on or in the ground. This ordinance shall not apply to structures occupying less than 200 square feet of group nor to structures the cost of which to build, does not exceed \$1,500.00.

Violations of this ordinance after having been notified by the Code Enforcement Officer, shall be deemed to have committed a civil infraction and shall be subject to being penalized in accordance with State Law, Title 30, Section 4966, M.R.S.A.

Enacted May 25, 1989 at a
Special Town Meeting

SITE PLAN REVIEW

If you are building, altering, or enlarging a business, or converting a private use to business use in any location within the municipality, you need a Site Plan Review by the Planning Board. Attached multi-family housing also requires a Site Plan Review. Divisions of land into three or more lots within a five-year period may also require a Subdivision Permit.

FLOOD PLAN MANAGEMENT ORDINANCE

The Town of Cranberry Isles has elected to comply with the requirements of the National Flood Insurance Act of 1968 (Public Law 90-488), as amended. Accordingly, before any construction or other development (as defined in Article XIII. of the Act), including the placement of manufactured homes, begins within any areas of special flood hazard established in Article I of the Act, a Flood Hazard Development Permit shall be obtained from the Code Enforcement Officer. This permit shall be in addition to any other building permits which may be required pursuant to the codes and ordinances of the Town of Cranberry Isles. Complete text of this ordinance is available from the Town Clerk.

Enacted March 10, 1991

LAND USE ORDINANCE FOR THE SHORELANDS OF THE CRANBERRY ISLES

Visit your town @
www.cranberryisles.com

The purpose of this ordinance is to prevent and control water pollution; protect spawning grounds, fish, aquatic life, bird and other wildlife habitat and to protect buildings and land from flooding and accelerated erosion; to protect archaeological and historic resources; to protect commercial fishing and maritime industries; to protect freshwater and coastal wetlands; to control building sites, placement of structures and land uses; to conserve shore cover and visual as well as actual points of access to coastal waters; to conserve natural beauty and open space; and to anticipate and respond to the impacts of development in shoreland areas.

This ordinance applies to all land areas within 250 feet, horizontal distance, of the normal high water line of any saltwater body; within 250 feet, horizontal distance, of the upland edge of a coastal or freshwater wetland; and within 75 feet, horizontal distance, of the normal high water line of a stream. This ordinance also applies to any structure built on, over, or abutting a dock, wharf or pier, or other structure extending beyond the normal high water line of a water body or within a wetland.

This ordinance consists of more than 39 pages of detail which all property owners should consult first prior to undertaking any action within 250 of a saltwater body or within the boundary of a wetland. Whether it is the harvesting of timber, construction of a building or other such structure, agri/aquaculture, or simply posting a sign, consult this ordinance first! It is available from the Town Clerk upon request.

Enacted March 9, 1992

FEES

Intent to Build.....	No fee
Land Use Permit.....	\$50.00
Site Review Permit.....	\$1 per \$100 development cost exclusive of land purchase or lease

NOTICE TO OWNERS OF MOTOR VEHICLES OR BOATS

If you own a motor vehicle or boat, and are not entitled to an exemption under Maine law, it is your responsibility to pay an annual excise tax to the Town of Cranberry Isles (M.R.S.A. Title 36, para 1482C and 1501). The Town retains all excise tax money. The voters of the Town appropriates all excise tax money to the General Fund. Motor vehicles used on the roads of the Cranberry Isles must be registered annually (M.R.S.A. Title 36 para 102 and 242). Evidence of insurance must be shown before a motor vehicle is registered or re-registered. 75% of registration fees are returned to the Town and expended on town roads. If you have any questions as to the status of your motor vehicle or boat excise tax, please call the Tax Collector at [207] 244-5943. The Tax Collector will also answer any questions as to the status of your motor vehicle or boat documentation.

Visit your town @
www.cranberryisles.com

ABANDONED VEHICLES
TITLE 29-A, SUBCHAPTER III

While all vehicles are required to be registered, even when used on an island, inspection of the same is not a requirement provided the vehicle remains only for island use. This convenience in the law for island property owners has also contributed to a collection of vehicles which are no longer usable and often abandoned. During the past year a section of state law has been used successfully by the Board of Selectmen to remove abandoned vehicles from Town property. Accordingly, Section 1860 of that law is quoted below for your edification:

“A person may not abandon a motor vehicle on any property on an island without consent of the owner of the property. The State, municipality or other political subdivision having jurisdiction over the island may order the owner of a vehicle illegally abandoned on an island to remove it at the vehicle owner’s expense. If the owner of the vehicle refuses to remove the motor vehicle, or if the owner is unknown, the State or political subdivision may cause the vehicle to be removed from the island and may require reimbursement from the owner for the removal and the administrative and legal costs. Neither the State nor any political subdivision of the State is liable for any damage to the motor vehicle that may be caused by the removal. Failure to remove an illegally abandoned vehicle on an island within 30 days after written warning, or within 30 days of ice-out if ice prevents the island from being reasonably accessible, is a Class E crime.” [Note: It is the Town Selectmen who determine if a vehicle has been abandoned.]

TOWN OF CRANBERRY ISLES, MAINE

***GENERAL PURPOSE FINANCIAL STATEMENTS
WITH INDEPENDENT AUDITOR'S REPORT***

FOR THE YEAR ENDED DECEMBER 31, 2002

TOWN OF CRANBERRY ISLES, MAINE
GENERAL PURPOSE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2002

TABLE OF CONTENTS

Independent Auditor's Report	<u>PAGE</u>
Combined Balance Sheet - All Fund Types & Account Groups	1
Combined Statement of Revenues, Expenditures and Changes in Fund Balance - All Governmental Fund Types	2
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget (GAAP Basis) and Actual - General Fund	3
Combined Statement of Revenues and Changes in Fund Balance - Fiduciary Fund Types	4
Combined Statement of Cash Flows - Fiduciary Fund Types	5
Notes to the Financial Statements	6
Schedule of Departmental Operations	11
Treasurer's Cash Reconciliation - General Fund	13
Schedule of Appropriations	14
Valuation, Commitment, and Collections	15
Schedule of Changes in Undesignated Fund Balance	16
Independent Auditor's Report on Compliance and on Internal Control over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	17

**James W.
Wadman**

Certified Public Accountant

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Facsimile 207-667-3636
E-Mail jwadman@midmaine.com

Independent Auditor's Report

*To the Board of Selectmen
Town of Cranberry Isles
Cranberry Isles, Maine 04625*

We have audited the accompanying general purpose financial statements of the Town of Cranberry Isles, Maine as of December 31, 2002, and for the year then ended, as listed in the table of contents. These general purpose financial statements are the responsibility of the Town of Cranberry Isles, Maine's management. Our responsibility is to express an opinion on the general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in "*Government Auditing Standards*" issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free from material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

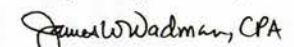
The general purpose financial statements referred to above do not include the general fixed assets group of accounts, which should be included in order to conform with generally accepted accounting principles. The amount that should be recorded in the general fixed assets group of accounts is not known.

In our opinion, except for the effects on the financial statements of the omissions described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Cranberry Isles, Maine, as of December 31, 2002, and the results of its operations and cash flows of its Fiduciary Fund type for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with "*Government Auditing Standards*", we have also issued a report dated February 4, 2003, on our consideration of the Town of Cranberry Isles, Maine's internal control over financial reporting and our tests of its compliance with certain laws and regulations, contracts and grants.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The schedules listed in the enclosed table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Town of Cranberry Isles, Maine. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

Respectfully submitted,


James W. Wadman, C.P.A.
February 5, 2003

TOWN OF CRANBERRY ISLES, MAINE
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
DECEMBER 31, 2002

(Exhibit I)

	Governmental Fund Types			Fiduciary Fund Types	Account Group		Totals (Memorandum Only)
	General Fund	Capital Projects Fund	Special Revenue Funds		General Long-Term Debt	2002	
Assets & Other Debits							
Cash and Cash Equivalents	\$170,500	\$4,705	\$12,956	\$26,931		\$215,091	\$589,048
Investments, at Fair Market Value	\$314,232					\$314,232	\$0
Taxes Due - Current Year	\$18,593					\$18,593	\$27,915
Taxes Due - Prior Years	\$5,538					\$5,538	\$10,873
Accounts Receivable	\$57,000		\$104			\$57,000	\$0
Due from Other Funds	\$98,611					\$98,715	\$6,481
Amount to be Provided for Retirement of General Long-term Debt					\$2,180,282	\$2,180,282	\$0
Total Assets & Other Debits	\$664,473	\$4,705	\$13,061	\$26,931	\$2,180,282	\$2,889,451	\$634,317
Liabilities & Fund Balances							
Liabilities:							
Accounts Payable	\$1,109					\$1,109	\$1,700
Due to Other Funds	\$104	\$95,955		\$2,656		\$98,715	\$6,481
Deferred Tax Revenue	\$16,539					\$16,539	\$26,585
Bond Anticipation Notes Payable					\$1,995,000	\$1,995,000	\$0
General Obligation Bonds Payable					\$185,282	\$185,282	\$0
Total Liabilities	\$17,753	\$95,955	\$0	\$2,656	\$2,180,282	\$2,296,645	\$34,766
Fund Balances:							
Reserve for Endowments	\$12,000			\$17,600		\$17,600	\$12,500
Sand Salt Shed Reserve Designated for Subsequent Year's Expenditures	\$475,305		\$13,061	\$6,675		\$488,365	\$371,438
Undesignated Fund Balances	\$159,416	(\$91,251)	\$13,061	\$24,275	\$0	\$74,840	\$215,613
Total Fund Balances	\$646,720	(\$91,251)	\$13,061	\$24,275	\$0	\$592,806	\$599,551
Total Liabilities & Fund Balances	\$664,473	\$4,705	\$13,061	\$26,931	\$2,180,282	\$2,889,451	\$634,317

The notes to the financial statements are an integral part of this statement.

TOWN OF CRANBERRY ISLES, MAINE
COMBINED STATEMENT OF REVENUES, EXPENDITURES & CHANGES IN FUND BALANCES
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2002

(Exhibit II)

	General Fund	Capital Projects Fund	Special Revenue Funds	Totals (Memorandum Only)	
				2002	2001
Revenues:					
Tax Revenues	\$665,796			\$665,796	\$609,175
State Road Assistance			\$4,254	\$4,254	\$8,508
Auto Excise Taxes	\$22,191			\$22,191	\$20,812
Boat Excise Taxes	\$4,323			\$4,323	\$4,497
State Revenue Sharing	\$3,089			\$3,089	\$4,001
Homestead Reimbursement	\$2,140			\$2,140	\$3,422
Miscellaneous Earnings	\$1,040	\$4,705		\$5,745	\$2,080
Interest Earned	\$7,885		\$150	\$8,036	\$2,196
Interest on Delinquent Taxes	\$948			\$948	\$965
Grant Funds	\$12,000			\$12,000	\$89,114
Total Revenues	\$719,411	\$4,705	\$4,404	\$728,520	\$744,770
Expenditures:					
General Government	\$67,959			\$67,959	\$61,218
Protection	\$24,693			\$24,693	\$21,208
Health & Sanitation	\$108,216			\$108,216	\$100,042
Highways & Bridges	\$306,036			\$306,036	\$118,596
Education	\$228,248			\$228,248	\$215,130
Unclassified	\$11,005			\$11,005	\$11,641
Assessments and Debt Service	\$136,151			\$136,151	\$60,263
Capital Outlay		\$2,090,955	\$4,032	\$2,094,987	\$99,393
Total Expenditures	\$882,308.32	\$2,090,955	\$4,032	\$2,977,296	\$687,490
Excess Revenues Over Expenditures	(\$162,898)	(\$2,086,251)	\$372	(\$2,248,776)	\$57,280
Other Financing Sources (Uses):					
Bond Anticipation Notes Payable		\$1,995,000		\$1,995,000	\$0
General Obligation Bond Proceeds	\$242,000			\$242,000	\$0
	\$79,102	(\$91,251)	\$372	(\$11,776)	\$57,280
Beginning Fund Balances	\$567,618	\$0	\$12,688	\$580,306	\$523,026
Ending Fund Balances	\$646,720	(\$91,251)	\$13,061	\$568,530	\$580,306

The notes to the financial statements are an integral part of this statement.

TOWN OF CRANBERRY ISLES, MAINE
STATEMENT OF REVENUES, EXPENDITURES & CHANGES IN FUND BALANCE
BUDGET (GAAP BASIS) AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2002

(Exhibit III)

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Tax Revenues	\$663,496	\$665,796	\$2,300
Auto Excise Taxes	\$1,500	\$22,191	\$20,691
Boat Excise Taxes		\$4,323	\$4,323
State Revenue Sharing	\$6,050	\$3,089	(\$2,961)
Homestead Exemption	\$3,416	\$2,140	(\$1,276)
Miscellaneous Administrative Earnings		\$1,040	\$1,040
Interest Earned		\$7,885	\$7,885
Interest on Delinquent Taxes		\$948	\$948
Grant Funds		\$12,000	\$12,000
Total Revenues	\$674,462	\$719,411	\$44,949
Expenditures:			
General Government	\$74,900	\$67,959	\$6,941
Protection	\$29,000	\$24,693	\$4,307
Health & Sanitation	\$95,900	\$108,216	(\$12,316)
Highways & Bridges	\$407,000	\$306,036	\$100,964
Education	\$238,774	\$228,248	\$10,526
Unclassified	\$12,700	\$11,005	\$1,695
Assessments and Debt Service	\$128,188	\$136,151	(\$7,963)
Total Expenditures	\$986,462	\$882,308	\$104,154
Excess Revenues Over Expenditures	(\$312,000)	(\$162,898)	\$149,102
Other Financing Sources (Uses):			
General Obligation Bond Proceeds	\$242,000	\$242,000	\$0
	(\$70,000)	\$79,102	\$149,102
Beginning Fund Balance	\$567,618	\$567,618	\$0
Ending Fund Balance	\$497,618	\$646,720	\$149,102

The notes to the financial statements are an integral part of this statement.

TOWN OF CRANBERRY ISLES, MAINE
STATEMENT OF REVENUES, EXPENDITURES & CHANGES IN FUND BALANCE
FIDUCIARY FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2002

(Exhibit IV)

	Nonexpendable Cemetery Trust	(Memorandum (Only) 2001
Revenues:		
Perpetual Care Received	\$5,100	\$1,000
Interest Earned	\$255	\$392
Total Revenues	\$5,355	\$1,392
Expenditures:		
Cemetery Care	\$324	\$256
Total Expenditures	\$324	\$256
Excess Revenues Over Expenditures	\$5,031	\$1,136
Beginning Fund Balance	\$19,245	\$18,109
Ending Fund Balance	\$24,275	\$19,245

The notes to the financial statements are an integral part of this statement.

TOWN OF CRANBERRY ISLES, MAINE
STATEMENT OF CASH FLOWS - FIDUCIARY FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2002

(Exhibit V)

	Nonexpendable Cemetery Trust	(Memorandum (Only) 2001
Cash Flows from Operating Activities:		
Net Profit from Operations (Exhibit IV)	\$5,031	\$1,136
Increase in Due to General Fund	\$324	\$256
Cash Provided from Operations	\$5,355	\$1,392
Net Cash Flow	\$5,355	\$1,392
Beginning Cash Balance	\$21,576	\$20,185
Ending Cash Balance	\$26,931	\$21,576

The notes to the financial statements are an integral part of this statement.

**TOWN OF CRANBERRY ISLES, MAINE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2002**

Note 1 - Summary of Significant Accounting Policies

The accounting principles of the Town of Cranberry Isles, Maine conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for the governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

A. Principles for Determining Scope of Reporting Entity

The Town of Cranberry Isles, Maine operates under a Selectmen form of government. The Town's major operations include administrative services, public safety health and sanitation, highways and bridges and education. There are no separate component units combined to form the reporting entity. Control or dependence is determined on the basis of budget adoption, taxing authority, funding and appointment of the respective governing board.

B. Basis of Presentation

The accounts of the Town of Cranberry Isles are organized on the basis of fund types or account groups, each of which is considered a separate accounting entity. A fund is an independent fiscal and accounting entity. Account groups are a reporting device used to account for certain assets and liabilities of the governmental funds not recorded directly in those funds. Each fund is accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenue and expenditures or expenses. Government resources are allocated to and accounted for in the individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped by type in the financial statements. The following fund types and account groups are used by the Town;

1.) Governmental Fund Types

These are the funds through which most governmental functions typically are financed. The funds included in this category are:

General Fund

The general fund is the general operating fund of the Town. All general tax revenues and other receipts not specifically allocated to other funds by law or other contractual obligations are accounted for here. All general operating expenditures, fixed charges and capital improvement costs not paid through other funds are accounted for in the general fund.

Capital Projects Fund

The capital projects fund is used to account for the financial resources to be used for the acquisition or construction of major capital assets or facilities. A capital projects fund is usually established when the acquisition or construction of the capital asset extends beyond a single fiscal year and the capital asset is financed by specifically designated resources, such as general obligation bonds and grants.

Special Revenue Funds

Special Revenue Funds are used to account for specific uses and sources of funds. Special revenue funds are typically used for reserves for improvements or other specific purposes.

2.) Fiduciary Funds

These funds are used to account for assets held by the Town in a trustee capacity or as an agent for individuals, private organizations, and other governmental units and funds. The Town maintains the following:

Nonexpendable Trust Funds

The Town maintains nonexpendable trust funds which represents bequests or contributions given to the Town as trustee; the earnings of the funds can be expended for designated purposes, whereas the principal cannot be expended.

3.) General Long-Term Debt Account Group

This is not a fund but rather an account group that is used to account for the outstanding principal balances of general obligation bonds and other long-term debt. This group is reported for financial position measurement purposes only.

4.) General Fixed Asset Account Group

This is not a fund, but rather an account group that is used to account for general fixed assets acquired principally for general purposes. The Town of Cranberry Isles does not maintain a record of its fixed assets, which is required by generally accepted accounting principles.

C. Basis of Accounting and Measurement Focus

The accounting and reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for on a financial flow measurement focus, therefore, only current assets and liabilities are generally included in their balance sheets. The governmental fund operating statements present increases and decreases in current assets.

The governmental fund types are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become susceptible to accrual or measurable or available, to finance expenditures of the fiscal period. The term "available" means collectible within 60 days after year end and the term "measurable" means that the transaction amount can be determined. Expenditures are recognized under the accrual basis of accounting when the related fund liability is incurred, except for principal and interest on long-term debt which are recognized when due.

The fiduciary funds are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred. The measurement focus on these funds is "capital maintenance".

D.) Budgetary Accounting

Formal budgetary accounting is employed as a management control for all funds of the Town. Annual operating budgets are adopted each year through passage of an annual budget ordinance and amended as required for the general fund, and the same basis of accounting is used to reflect actual revenues and expenditures recognized on a generally accepted accounting principles basis. Budgetary control is exercised at the departmental level. All unencumbered budget appropriations lapse at the end of the year.

E.) Accumulated Unpaid Vacation and Sick Leave

Employees are granted vacation and sick leave in varying amounts based on length of service. Accumulated sick leave is nonvesting, thus no provision is made on the general purpose financial statements. The value of accumulated vacation at December 31 would be immaterial to the general purpose financial statements.

F.) Total Columns on Combined Financial Statements.

The combined financial statements include a total column that is described as "memorandum only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present consolidated financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

G.) Fund Balances

Reserves and designations represent those portions of the fund balances not available for appropriation or expenditures or a legally segregated amount set aside for a specific future use such as general contingencies or equipment replacement.

H.) Cash Equivalents

For purposes of the Statement of Cash Flows, the fiduciary fund types consider cash equivalents to be all highly liquid investments with maturities of three months or less. Cash and cash equivalents are held in passbook savings accounts, money markets and interest bearing checking accounts.

Note 2 - Deposits and Investments

The cash assets of the Town of Cranberry Isles are deposited in institutions insured by the federal government. The Town does not require its deposits to be collateralized. Cash investments are in savings accounts and demand accounts. There were no violations of legal or contractual provisions for deposits and investments.

The Town's investments are categorized to give an indication of the level of risk assumed at year end. Category 1 includes investments that are insured or registered or for which the securities are held by the Town or its agent in the Town's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the counterparty's trust department or agent in the Town's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the financial institution's trust department or agent but not in the Town's name.

At year end, the carrying value of the Town's deposits was \$215,091 and the bank balance was \$265,555. Of the bank balance, \$103,733 was covered by federal depository insurance (Category 1), and \$161,822 was uninsured and uncollateralized (Category 3).

At year end, the fair market value of the Town's investments was \$314,232. The investments consists of U.S. Government securities and are held by the Town's depository institution in the Town's name (Category 2).

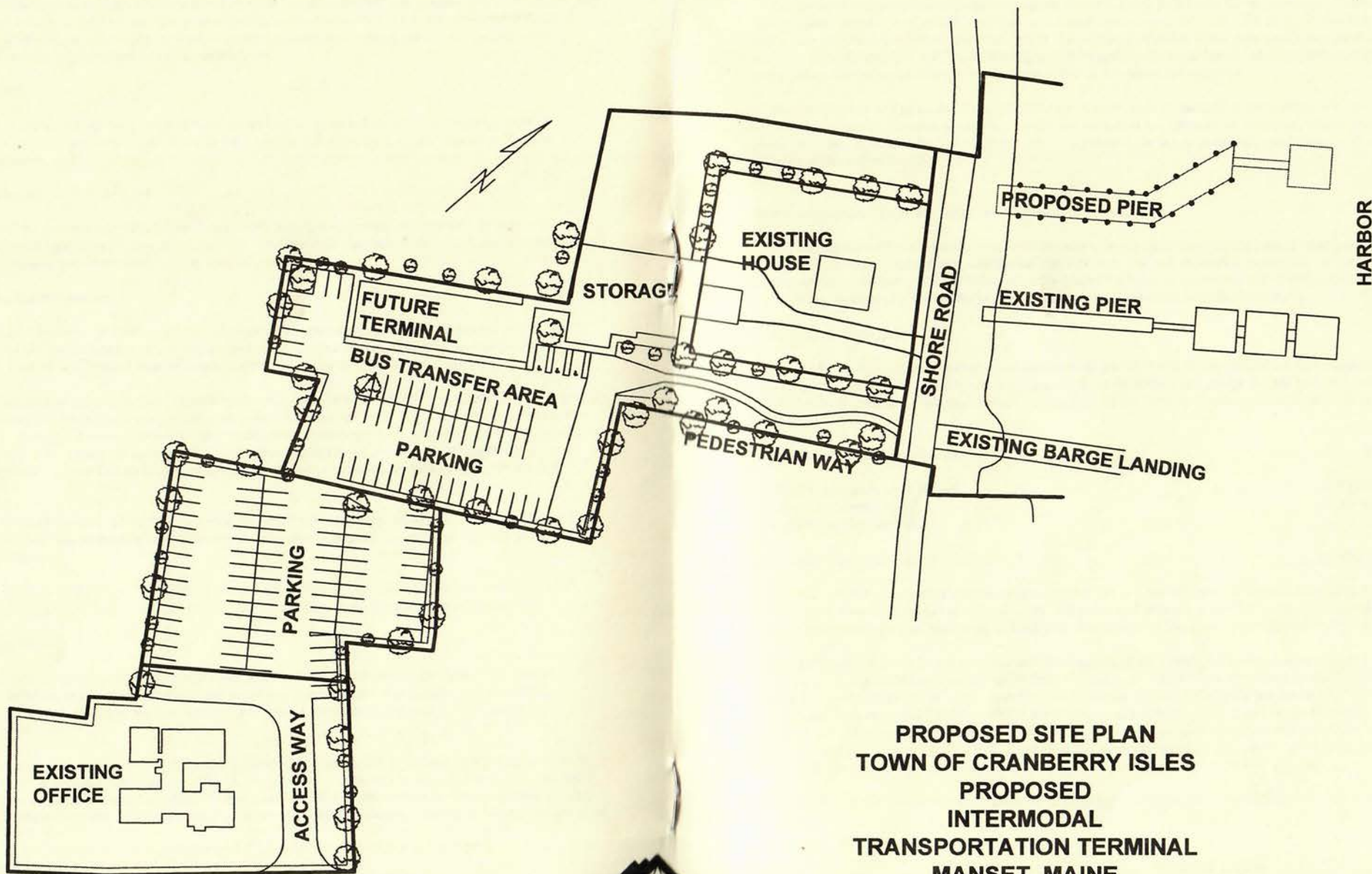
Note 3 - Property Taxes

Generally accepted accounting principles require that property taxes uncollected at the close of the year be classified as "deferred tax revenues" to the extent that collection is not expected within sixty days thereafter. Accordingly, \$16,539 of the property taxes receivable have been so classified as deferred tax revenue on the general fund balance sheet.

Property taxes were assessed on April 1, 2002 and committed on June 24, 2002. Interest of 6.75% per annum is being charged on taxes unpaid at December 1, 2002. A 2% discount was allowed to taxpayers who paid their taxes in full within 30 days after the commitment date. Tax liens are recorded on property taxes remaining unpaid twelve months after the commitment date. Tax liens unpaid for a period of eighteen months expire and the property becomes tax acquired by the Town.

Note 4 - Pending Litigation

According to Town management, there are no matters that would result in material adverse losses, claims, or assessments against the Town of Cranberry Isles, Maine through the date of the audit report.



MANSELL LANE

**PROPOSED SITE PLAN
TOWN OF CRANBERRY ISLES
PROPOSED
INTERMODAL
TRANSPORTATION TERMINAL
MANSET, MAINE**



ENGINEERS • SURVEYORS

Brewer: 207-989-4824

Southwest Harbor: 207-244-0062

Note 5 - Risk Management

The Town of Cranberry Isles, Maine participates in Public Entity Risk Pools for the purposes of workers compensation, property and liability insurance and unemployment compensation. The Public Risk Entity Pool is administered by the Maine Municipal Association. The Public Entity Risk Pools were established for the purpose of lowering costs for members and for developing specific programs to control losses. Members pay annual premiums to the Maine Municipal Association for the participation in the respective programs.

The Town is exposed to various risks of loss related to torts, theft of, damage, or destruction of assets, errors or omissions, and natural disasters for which it carries and municipal and commercial insurance. Based on the coverage provided by this insurance, the Town is not aware of any material actual or potential claim liabilities which should be recorded at December 31, 2002.

Note 6 - Disclosure of Certain Significant Risks and Uncertainties

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenditures during the period. Actual results could differ from those estimates.

Note 7 - Long-Term Debt

The Town issues general obligation bonds and notes to provide funds for the acquisition and construction of major capital assets. General obligation bonds and notes are direct obligations and pledge the full faith and credit of the Town. The following is a summary of long-term debt transactions of the Town of Cranberry Isles for the year ended December 31, 2002:

<i>Debt Outstanding at January 1, 2002</i>	\$0
Bond Anticipation Note Issued	\$1,995,000
Long-Term Debt Issued	\$242,000
Long-Term Debt Retired	<u>(\$56,718)</u>
<i>Debt Outstanding at December 31, 2002</i>	<u>\$2,180,282</u>

In 2002, a wharf construction general obligation bond was secured with the Bar Harbor Banking & Trust Company for \$300,000. Interest is paid at an annual rate of 3.98 percent. The bond is for five years. The Town completed the wharf construction with total borrowing of \$242,000. The balance at December 31, 2002 was \$185,282.

Bond anticipation notes for the purchase and development of the Town's Intermodal Transportation Facility were issued on an "as needed" basis with the Union Trust Company (\$1,700,000 at 1.89% interest) and Bar Harbor Banking & Trust Company (\$700,000 at 2.652% interest). At December 31, 2002, the Town has drawn \$1,295,000 from the Union Trust Company and \$700,000 from the Bar Harbor Banking & Trust Company. Permanent thirty year financing with the Maine Municipal Bond Bank of \$2,400,000 for the project has been voted and approved but funds have not been borrowed as of December 31, 2002. Because of this approval, the bond anticipation notes have been recorded in the General Long-Term Debt Account Group.

Annual debt service requirements to maturity of the general obligation bonds including estimated interest are as follows:

General Long-Term Debt Account Group:

<i>Year</i>	<i>Principal</i>	<i>Estimated Interest</i>	<i>Total</i>
2003	\$2,041,955	\$58,186	\$2,100,141
2004	\$48,824	\$5,505	\$54,329
2005	\$50,767	\$3,562	\$54,329
2006	\$38,736	\$1,542	\$40,277
	<u>\$2,180,282</u>	<u>\$68,796</u>	<u>\$2,249,077</u>

Note 8 - Defined Benefit Employee Pension Plan

Most employees of the School Department participate in the Maine State Retirement System. The Maine State Retirement System is a multiple-employer, cost sharing pension plan. Benefits provided by the Maine State Retirement System arise from employee and employer contributions determined on a statutory actuarial reserve basis. Employees contribute 7.65% of their salaries to the Retirement System while the School Department's share is the responsibility of the State of Maine. The School Department is responsible for the employer contributions for employees paid with Federal funds. Employer contributions are made to the pooled account by the State, estimated at a rate of 18.93%. A financial report for the Maine State Retirement System can be obtained at the following address;

Maine State Retirement System
46 State House Station
Augusta, Maine 04333-0046

TOWN OF CRANBERRY ISLES, MAINE
SCHEDULE OF DEPARTMENTAL OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2002

(Schedule 1)

Department	Beginning Balance	Appropriations	Cash Receipts
General Government:	\$0	\$23,000	\$0
Tax Collector/Treasurer	\$0	\$4,900	\$0
Town Clerk/Elections	\$0	\$2,000	\$4
Planning Board	\$0	\$14,000	\$0
Assessors	\$0	\$10,000	\$0
Contingencies	\$0	\$21,000	\$1,016
Administration	\$0	\$74,900	\$1,020
Public Safety:	\$0	\$2,500	\$377
Animal Control/Constable/Harbor Master	\$0	\$6,000	\$0
Street Lights	\$0	\$5,000	\$400
Motor Vehicle Disposal	\$0	\$1,500	\$0
Motor Vehicle Statute Enforcement	\$0	\$4,000	\$0
Volunteer Fire Department/Ambulance	\$0	\$10,000	\$0
Insurance	\$0	\$29,000	\$777
Health & Sanitation:	\$0	\$75,000	\$460
Solid Waste	\$540	\$5,500	\$0
Code Enforcement & Plumbing Inspector	\$0	\$2,400	\$0
Health & General Assistance	\$0	\$11,000	\$0
Public Facilities	\$0	\$2,000	\$0
Health Service Agencies	\$540	\$95,900	\$460
Public Transportation:	\$31,914	\$20,000	\$0
Building Fund Town Garage	\$0	\$80,000	\$0
Town Roads	\$0	\$17,500	\$0
Snow Removal	\$0	\$1,000	\$0
Town Trucks	\$0	\$45,000	\$0
Wharves	\$0	\$242,000	\$0
Wharf Project-Isleford	\$0	\$1,500	\$0
Garages	\$31,914	\$407,000	\$0
Education:	\$216,233	\$208,774	\$24,182
Schools	\$110,063	\$0	\$0
Tuition Designated Fund	\$0	\$30,000	\$0
Special Education Reserve	\$326,296	\$238,774	\$24,182
Unclassified:	\$0	\$4,300	\$160
Libraries	\$0	\$1,200	\$0
Shellfish Wardens	\$0	\$1,000	\$0
Island Explorer	\$0	\$1,500	\$0
Town of Mt Desert	\$0	\$4,700	\$9,624
Employee Benefits	\$0	\$12,700	\$9,784
Assessments and Debt Service:	\$0	\$41,500	\$0
Wharf Debt Service	\$0	\$68,692	\$0
County Tax	\$0	\$17,996	\$0
Overlay	\$0	\$128,188	\$0
	\$358,750	\$986,462	\$36,222
TOTALS			

Other Credits	Total Available	Warrants Drawn	Other Charges	Lapsed Unexpended (Overdraft)	Ending Balance
\$0	\$23,000	\$32,559	\$0	(\$9,559)	
\$0	\$4,900	\$4,759	\$0	\$141	
\$0	\$2,004	\$519	\$0	\$1,485	
\$0	\$14,000	\$14,049	\$0	(\$49)	
\$0	\$10,000	\$0	\$0	\$10,000	
\$1,700	\$23,716	\$18,710	\$82	\$4,924	
\$1,700	\$77,620	\$70,597	\$82	\$6,941	\$0
\$0	\$2,877	\$5,068	\$0	(\$2,191)	
\$0	\$6,000	\$4,748	\$0	\$1,252	
\$0	\$5,400	\$2,116	\$0	\$0	\$3,284
\$0	\$1,500	\$0	\$0	\$0	\$1,500
\$0	\$4,000	\$4,000	\$0	\$0	
\$0	\$10,000	\$9,538	\$0	\$462	
\$0	\$29,777	\$25,470	\$0	(\$477)	\$4,784
\$0	\$75,460	\$100,011	\$0	(\$24,551)	
\$0	\$6,040	\$4,844	\$0	\$0	\$1,196
\$0	\$2,400	\$96	\$0	\$2,304	
\$0	\$11,000	\$3,089	\$0	\$7,911	
\$0	\$2,000	\$636	\$0	\$1,364	
\$0	\$96,900	\$108,676	\$0	(\$12,972)	\$1,196
\$925	\$52,839	\$0	\$0	\$0	\$52,839
\$0	\$80,000	\$336	\$0	\$0	\$79,664
\$0	\$17,500	\$18,866	\$0	(\$1,366)	
\$0	\$1,000	\$0	\$0	\$1,000	
\$0	\$45,000	\$45,834	\$0	(\$834)	
\$0	\$242,000	\$241,725	\$0	\$275	
\$0	\$1,500	\$199	\$0	\$1,301	
\$925	\$439,839	\$306,961	\$0	\$375	\$132,503
\$0	\$449,189	\$256,464	\$0	\$0	\$192,726
\$4,033	\$114,096	\$0	\$0	\$0	\$114,096
\$0	\$30,000	\$0	\$0	\$0	\$30,000
\$4,033	\$593,285	\$256,464	\$0	\$0	\$336,822
\$0	\$4,460	\$4,460	\$0	\$0	
\$0	\$1,200	\$192	\$0	\$1,008	
\$0	\$1,000	\$0	\$0	\$1,000	
\$0	\$1,500	\$1,500	\$0	\$0	
\$0	\$14,324	\$14,636	\$0	(\$313)	
\$0	\$22,484	\$20,788	\$0	\$1,695	\$0
\$0	\$41,500	\$66,350	\$1,109	(\$25,959)	
\$0	\$68,692	\$68,692	\$0	\$0	
\$0	\$17,996	\$0	\$0	\$17,996	
\$0	\$128,188	\$135,042	\$1,109	(\$7,963)	\$0
\$6,658	\$1,388,093	\$923,998	\$1,191	(\$12,401)	\$475,305

**TOWN OF CRANBERRY ISLES, MAINE
TREASURER'S CASH RECONCILIATION - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2002**

(Schedule 2)

<i>Cash Balance January 1, 2002</i>		\$550,634
<i>Receipts:</i>		
Taxes Due - 2002, Less Discounts	\$637,157	
Taxes Due - Prior Years	\$33,232	
Departmental Receipts - Schedule 1	\$36,222	
Sand Salt Shed Grant	\$12,000	
State Revenue Sharing	\$3,089	
Highway Reserve	\$4,254	
Auto Excise Tax	\$22,191	
Boat Excise Tax	\$4,323	
Licenses, Fees, Permits & Registrations	\$3,432	
Veteran's Exemption	\$193	
Interest & Lien Fees	\$966	
Mooring Grant	\$5,837	
Interest Earned	\$12,843	
Homestead Exemption	\$2,140	
Cemetery Perpetual Care	\$5,100	
Bond Anticipation Note Proceeds	\$1,995,000	
General Obligation Bond Proceeds	\$185,000	
		<u>\$2,962,978</u>
<i>Total Receipts</i>		\$3,513,612
<i>Total Cash Available</i>		\$3,028,799
Warrants Drawn, net of Certificate of Deposit Purchases		<u>\$81</u>
Adjustments		<u>\$484,731</u>
<i>Cash Balance December 31, 2002</i>		
General Fund Checking Account	(\$26,436)	
General Fund Checking Account	\$314,232	
Garage Building Reserve Certificates of Deposit	\$52,839	
School Tuition Reserve Certificates of Deposit	\$144,096	
		<u>\$484,731</u>

**TOWN OF CRANBERRY ISLES, MAINE
SCHEDULE OF APPROPRIATIONS
FOR THE YEAR ENDED DECEMBER 31, 2002**

(Schedule 3)

<i>Revenues:</i>		
Tax Commitment	\$663,496	
Homestead Exemption	\$3,416	
State Revenue Sharing Reserve	\$6,050	
Undesignated Fund Balance	\$70,000	
Auto Excise Tax	\$1,500	
General Obligation Bond Proceeds	\$242,000	
Bond Anticipation Note Proceeds	\$1,995,000	
<i>Total Revenues</i>		<u>\$2,981,462</u>
<i>Expenditures:</i>		
Building Fund Town Garage	\$20,000	
Special Education Reserve	\$30,000	
Tax Collector/Treasurer	\$23,000	
Town Clerk	\$2,800	
Elections	\$2,100	
Administration	\$21,000	
Volunteer Fire Department	\$3,000	
Planning Board	\$2,000	
Assessors	\$14,000	
Shellfish Wardens	\$1,200	
Contingencies	\$10,000	
Street Lights	\$6,000	
Motor Vehicle Disposal	\$5,000	
Motor Vehicle Statute Enforcement	\$1,500	
Solid Waste	\$75,000	
Animal Control/Constable/Harbor Master	\$2,500	
Health Service Agencies	\$2,000	
Town Roads	\$80,000	
Code Enforcement & Plumbing Inspector	\$5,500	
Snow Removal	\$17,500	
Schools	\$208,774	
Garages	\$1,500	
Health & General Assistance	\$2,400	
Libraries	\$4,300	
Town Trucks	\$1,000	
Wharves	\$45,000	
Retirement	\$500	
Medicare and Social Security/Unemployment	\$4,200	
Wharf Debt Service	\$41,500	
Wharf Project-Isleford	\$242,000	
Land Aquisition	\$1,995,000	
Public Facilities GCI	\$5,500	
Public Facilities LCI	\$5,500	
Insurance	\$10,000	
County Tax	\$68,692	
Overlay	\$17,996	
Island Explorer	\$1,000	
Town of Mt Desert	\$1,500	
Northeast Harbor Ambulance	\$1,000	
<i>Total Expenditures</i>		<u>\$2,981,462</u>

(Schedule 4)

**TOWN OF CRANBERRY ISLES, MAINE
VALUATION, COMMITMENT AND COLLECTIONS
FOR THE YEAR ENDED DECEMBER 31, 2002**

<i>Taxable Valuation:</i>		
Land and Buildings	\$82,872,800	
Personal Property	<u>\$64,200</u>	
<i>Total Taxable Valuation</i>		\$82,937,000
		<u>\$8.00</u>
<i>Tax Rate per \$1,000 Valuation</i>		\$663.496
<i>Tax Commitment</i>		
<i>Collections and Adjustments:</i>		
Cash Collections	\$637,157	
Discounts Allowed	<u>\$7,431</u>	
Abatements	<u>\$315</u>	
<i>Total Collections and Adjustments</i>		\$644,903
		<u>\$18,593</u>
<i>Unpaid Taxes December 31, 2002</i>		

(Schedule 5)

**TOWN OF CRANBERRY ISLES, MAINE
SCHEDULE OF CHANGES IN UNDESIGNATED FUND BALANCE
FOR THE YEAR ENDED DECEMBER 31, 2002**

<i>Undesignated Fund Balance January 1, 2002</i>		\$208,868
<i>Additions:</i>		
Auto & Boat Excise Taxes (Net of Appropriation)	\$25,013	
Decrease in Deferred Tax Revenues (Note 3)	\$10,046	
Interest Earned	\$7,885	
Interest & Lien Fees	\$948	
Other Revenues	<u>\$1,040</u>	
<i>Total Additions</i>		\$44,932
<i>Reductions:</i>		
Lapsed Accounts (Schedule 1)	\$12,401	
Appropriations from Undesignated Fund Balance	\$70,000	
Tax Discounts	\$7,431	
Abatements	\$315	
Homestead Exemption (Net of Appropriation)	\$1,276	
State Revenue Sharing (Net of Appropriation)	<u>\$2,961</u>	
<i>Total Reductions</i>		\$94,384
<i>Undesignated Fund Balance December 31, 2002</i>		<u>\$159,416</u>

**Independent Auditor's Report on Compliance and on
Internal Control over Financial Reporting Based on an
Audit of Financial Statements Performed in Accordance
with Government Auditing Standards**

To the Board of Selectmen
Town of Cranberry Isles
Cranberry Isles, ME 04625

We have audited the general purpose financial statements of the Town of Cranberry Isles, Maine, as of and for the year ended December 31, 2002, and have issued our report thereon dated February 4, 2003. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to "Government Auditing Standards" issued by the Comptroller General of the United States.

Compliance

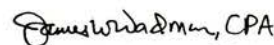
As part of obtaining reasonable assurance about whether the Town of Cranberry Isles, Maine's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of the financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported herein under "Government Auditing Standards".


Internal Control over Financial Reporting

In planning and performing our audit, we considered the Town of Cranberry Isles, Maine's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended for the information of the management, Federal awarding agencies and pass-through entities and is not intended to be used and should not be used by anyone other than these specified parties.

Respectfully submitted,


James W. Wadman, C.P.A.
February 4, 2003

<p><u>Selectmen</u> Richard Beal Denise McCormick David Stainton</p>		<p><u>Town Clerk/Treasurer</u> Frances J. Bartlett P.O. Box 15 Islesford, Maine 04646</p>
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12 November 2002

Town of Cranberry Isles Land Management Commission
Mr. Phil Whitney, Chairman
Main Road
Cranberry Isles, Maine 04625

Subject: **Appointment of Land Management Commission**

Ref: (a) Town of Cranberry Isles Board of Selectmen's Meeting 3 September 2002

Dear Mr. Whitney:

This is to confirm the appointment of the Town of Cranberry Isles "Land Management Commission" with the commission composed of the following members, for a renewable term of one year from the date of this letter:

Phil Whitney, Chairman	Eve Harrison, Vice Chairman	Edward Gray, Vice Chairman
Bill Dowling	Barbara Fernald	Bruce Komusin
Barbara Meyers	Owen Roberts	Beverly Sanborn
Gail Stanley	David Thomas	Malcolm Donald
Chris White	Rodman Ward	

The Board of Selectmen charges the commission with the following responsibilities and asks that these duties serve as your basic charter on behalf of the Town's citizens:

CHARTER – OPERATING RESPONSIBILITIES

1. Coordinate overall activities involving Southwest Harbor and Northeast Harbor land and harbor management interests for the Town of Cranberry Isles.
2. Identify specific issues and interests for Southwest Harbor and Northeast Harbor which will provide on going structure for prioritizing Commission actions at meetings.

3. Ensure timely progress is accomplished with all appropriate issues and interests.
4. Conduct tasking as determined by the Board of Selectmen, Land Management Commission or Town consultants.
5. Identify knowledgeable outside resources that may, occasionally, assist the Commission with various problems or projects, and maintain a database of same.
6. Coordinate with the Board of Selectmen any expenditure which may be incurred by the Commission in meeting their objectives.
7. Provide regular status report briefings at Board of Selectmen's Meetings concerning the Commission's most recent progress and/or setbacks.
8. Maintain internal records (minutes) of all meetings held by the Commission with one copy being provided to the Town Clerk for the Cranberry Isles.
9. Provide quarterly reports to all taxpayers, describing objectively the Commission's progress, setbacks, short term goals and long range planning. Provide an Annual Report of activities and recommended plans for inclusion in the Town's Annual Report; this report to be submitted to the Chairman of Selectmen no later than 1 February of each year. Determine logistics of preparation and distribution of same.
10. In coordination with the Selectmen, contact the Town Attorney or other legal sources, when necessary, to resolve legal issues and questions of law.
11. Coordinate any press coverage with Selectmen. Other than the Selectmen, only the Commission Chairman or the Vice Chairmen will discuss Commission activities with the media.
12. Draft a Long Range Plan for development and utilization of the Southwest Harbor property, including the waterfront, docks, wharves and ramps, with assistance from the Selectmen, hired consultants and other resources made available by the Selectmen.
13. In coordination with the Selectmen, develop and maintain constructive relations with the Towns of Southwest Harbor and Mount Desert officials, county and state officials in furtherance of the Cranberry Isles objectives.
14. All business negotiations must be coordinated with the Board of Selectmen. No formal agreements can be negotiated without Board of Selectmen final approval.
15. Continually search for solutions to lower projected tax increases, such as grant applications and private donor fundraising, while avoiding restrictions which could inhibit potential revenue generating activities.

16. Utilize consultants hired by the Town, as necessary, and regularly (monthly) inform the Board of Selectmen concerning their activities and associated costs.
17. The Chairmen of the Board of Selectmen and the Land Management Commission will meet regularly to informally brief each other of recent activities relating to Land Management Programs, and will inform each other in a timely fashion of any significant developments which could potentially affect the work of the Commission.

Given under our signature and Town seal this 12th day of November 2002. This appointment letter consists of three pages.



Richard F. Beal
Richard F. Beal, Chairman

Denise McCormick
Denise McCormick

David W. Stainton
David Stainton

BOARD OF SELECTMEN

**Report of the
Land Management Commission**

The Land Management Commission (LMC) was appointed by the Selectmen on September 3, 2002. The general membership has convened almost every week since that time, and the various LMC subcommittees have held numerous additional meetings, often resulting in some members attending several meetings the same week. The LMC has an Operations Charter which defines the objectives of the group and provides operational guidance. A copy of that charter has been included in this year's Town Report.

The LMC has occasionally utilized the services of several paid consultants: CES Engineers, Inc. Southwest Harbor (Parking), Gary Friedmann & Associates, Inc. Bar Harbor (Fund Raising), and Town Attorney Anthony Giunta of Ellsworth (Legal Issues). Organizations such as the Island Institute, Maine Seacoast Mission, Hancock County Planning Commission, Downeast Community Development, and Island Explorer have shown interest and offered support without charge. The political offices of our State Representatives and State Senators, as well as U.S. Senators Collins and Snowe, have also been very supportive of the Cranberry Isles as the Southwest Harbor Project moves forward. Finally, the LMC has continued to identify volunteers with special areas of expertise relating to project issues – finances, real estate, legal, political, architectural and construction. We welcome anyone who wishes to contribute in this regard. LMC subcommittees are:

- | | |
|--------------------------|---------------------|
| 1. Fundraising | 6. Personnel |
| 2. Parking | 7. Leases |
| 3. Waterfront | 8. Finances |
| 4. Buildings and Grounds | 9. Public Relations |
| 5. Transportation | |

The Land Management Commission has identified several objectives to accomplish during the next several months, to enable initial development of the Southwest Harbor property for use this summer, as well as improve existing parking conditions in Northeast Harbor. All objectives are targeted for completion by early May 2003:

- (1) Develop an initial parking area containing (75 – 100) spaces on land nearest the waterfront. This development has already been permitted by the Southwest Harbor Planning Board.
- (2) Prepare the wharf and floats for seasonal operation. Extend the existing seasonal wharf an additional 50 feet into deeper water. This extension has already been permitted by the Southwest Harbor Planning Board. This project will permit broader usage of the wharf and floats regardless of tides.
- (3) Coordinate establishment of commercial ferry service operation to the Cranberry Isles Intermodal Transportation Terminal facility.

**Land Management Commission
Southwest Harbor Intermodal Transportation Terminal**

(4) Coordinate establishment of the Island Explorer land transportation service (buses) to the Cranberry Isles Intermodal Transportation Terminal facility.

(5) Negotiate a long term parking lease with the Town of Mount Desert for the 123 parking spaces at Northeast Harbor allocated to the Cranberry Isles, to include details of operation and maintenance which will be beneficial to the Town of Cranberry Isles.

(6) Design and implement a parking space usage policy, for possible use in both Southwest Harbor and Northeast Harbor, to maximize occupancy of available spaces, and insure that year-round residents of the Cranberry Isles, as well as seasonal residents, have spaces available.

Approximately 300 Parking & Docking Surveys were distributed to all Cranberry Isles taxpayers and businessmen in November 2002. The number of completed surveys returned was astonishing – 70%! Surveys normally average 20% return rates. These surveys will be used by the Land Management Commission to identify long term parking, docking and mooring needs of islanders, and to implement planning to meet those needs.

One of the Land Management Commission's immediate objectives focuses on reducing the anticipated tax increase which has resulted from the purchase of the Southwest Harbor Intermodal Transportation Terminal. The Fundraising Subcommittee has been especially active, working with professional fundraising consultants and volunteer expert resources, to plan a fundraising strategy for 2003. This strategy includes preparing numerous grant requests to help offset project costs and conducting a donor fund drive. The actual fund drive will begin around Town Meeting time.

The first Quarterly Status Report was published the first week of January 2003. This report provides further details relating to the above comments. It can be reviewed on www.cranberryisles.com or www.islesford.com. It is also posted in hardcopy at each island post office. The next report will be produced the first week of April 2003.

The Land Management Commission, in coordination with the Town Selectmen, will continue working in the months ahead to gradually develop the parking and docking facilities in Southwest Harbor, and to enhance existing facilities in Northeast Harbor. Cranberry Isles residents and property owners are encouraged to utilize the Southwest Harbor property as it becomes available, and to offer any ideas for future development to the Land Management Commission, c/o Phil Whitney, Cranberry Isles, Maine 04625. REMEMBER: This is YOUR land on the mainland.

/s/ Phil Whitney
Chairman, LMC

**Land Management Commission
Southwest Harbor Intermodal Transportation Terminal**

Town of Cranberry Isles
Vehicle Waste Disposal Fee
Ordinance (Proposed)

The voters of the Cranberry Isles at their March 2002 Town Meeting authorized the Selectmen to appoint a five member "Ordinance Writing Committee" for the purpose of drafting a new ordinance which would require all persons bringing a motor vehicle onto the islands to first have a vehicle importation permit, the fee being some agreed upon amount, which would be held in escrow by the Town until the vehicle is permanently removed from the islands, where after it would be returned to the owner. Failure to properly remove or dispose of subject motor vehicle would forfeit the permit fee to the Town in compensation for the Town having to remove and dispose of the vehicle.

BACKGROUND: During the past 70 some years automobiles, trucks and other motorized vehicles have been brought onto the Cranberry Isles for the purposes for which they were manufactured. The Maine legislature recognized, however, that island communities were generally not equipped to maintain these vehicles in the mechanically best of conditions, so they provided in law an exception for the registering of motor vehicles that are operated on islands that have no public ways maintained or supported by the state. These vehicles are known as "island vehicles" and once the annual excise tax has been paid and proof of insurance demonstrated, they can be registered for \$4.00. No license plate is issued.

The problem occurs when the vehicle has served it usefulness and is no longer capable of operation, even on the island where it was used. At this point history has demonstrated that owners have hauled their vehicle off into the woods, buried them on their own land or someone else's land, or simply abandoned them on public or private land. It has been the exception for a vehicle owner to arrange for barging and hauling a junk vehicle off to the mainland for approved disposal. This fact was eventually recognized by the State and Title 29-A, Subchapter III, § 1860 addresses "Abandonment on an island," wherein municipal officials are granted authority to handle vehicles abandoned on a public way. In the Cranberry Isles, there are many abandoned vehicles on private land and more seem to show up each year. This past summer on Islesford several members of the community, supported by Dave Allen of Chesterfield Associates, Inc. removed 29 abandoned vehicles in an effort to clean up their island. To help pay for this removal effort, public funds of \$2,116.00 were used in accordance with Article 14 of the 2002 Warrant. \$2,884 remains in escrow for future removal work. Tax payers having to fork up money to pay for the misdeeds of a few individuals who will not take care of their own junk vehicles is not right. Accordingly, the Town's ordinance writing committee has suggested the following solution in the form of an ordinance. Other island communities, such as Matinicus, have similar procedures which they say works.

VEHICLE WASTE DISPOSAL FEE ORDINANCE
[Proposed for Voter Review]

Pursuant to Title 30, M.R.S.A. §3001, the Town of Cranberry Isles, Hancock County, Maine hereby enacts this ordinance entitled "Vehicle Waste Disposal Fee", for the purpose of addressing and funding the removal and disposal of motor vehicles abandoned on the Cranberry

**Motor Vehicle Importation Permit
Proposed Ordinance**

1

Isles by their owners. For this ordinance the Town's definition of abandonment is the same as found in Title 29A, M.R.S.A §1852 (supp 2001) which reads "for the purpose of this subchapter, a vehicle is considered 'abandoned' if the owner or lienholder does not retrieve it and pay all reasonable charges for towing, storing and authorized repair of the vehicle within 14 days after the notice to the owner and lienholder are sent by the Secretary of State, or 14 days after the advertisement is published as required in Section 1854, Subsection 4 of Title 29A."

- a. Any individual desiring to bring a motor vehicle to the Cranberry Isles shall be required to show an "Importation Permit Decal" to the barge or ferry operator prior to that vehicle being loaded aboard a barge, float or other transportation vehicle. This Importation Permit Decal is obtained from the Town of Cranberry Isles' Treasurer and represents a fee for vehicle waste disposal should a vehicle become abandoned; the amount of fee shall be \$250 and shall apply to all motorized vehicles (as defined in Title 29-A, M.S.R.S., §101, subsection 42) brought to the Cranberry Isles including, but not limited to: cars, trucks, travel trailers, and golf carts. It does not include: snowmobiles, all-terrain vehicles or motorized wheelchairs. Exceptions to this fee are covered in the section of this ordinance entitled "Exceptions".
- b. If payment of this Importation Permit vehicle waste disposal fee is made less than 14 days prior to the barging trip, the Town Treasurer may, at his/her discretion require payment in cash or by money order. If payment is made by check that is subsequently returned for insufficient funds, a fee of \$25.00 will be charged for administrative costs.
- c. The Importation Permit fee shall be used for collection, transportation and disposal of those vehicles abandoned by their owner. This fee will be held by the Town Treasurer in an income producing account and all income thus earned shall be retained by the Town of Cranberry Isles. Disbursement of these funds shall be in accordance with standard municipal practices, pursuant to a majority vote of the Board of Selectmen. It shall be by decision of the Board of Selectmen when a motor vehicle has been abandoned and that funds from this fee account may be used for vehicle waste disposal.
- d. The amount of this vehicle waste disposal fee may be adjusted only by ballot of the voters of the Town of Cranberry Isles, either at an Annual or Special Town Meeting.
- e. The fee shall be paid to the Treasurer of the Town of Cranberry Isles, and must be paid prior to vehicle loading on a barge or other transport in Northeast Harbor or Southwest Harbor. The barge operator shall not load or transport any motor vehicle to the Cranberry Isles whose owner has not produced an Importation Permit, or left a copy in the vehicle awaiting transportation. The Town of Cranberry Isles may issue a decal or similar sticker which will be permanently displayed in the motor vehicle's right side front windshield to indicate that the permit fee has been paid. If the owner of a vehicle fails to obtain an Importation Permit and his/her motor vehicle is transported to the Cranberry Isles, then it is the vehicle owners responsibility to pay this fee within ten days of the vehicle's arrival on the island or be subject to a summons for violation of this ordinance which is a civil violation with a fine not to exceed \$750.00.
- f. Fees will not be returned prior to a vehicle being removed from the Cranberry Isles regardless of any change of ownership of the vehicle. The Owner is responsible for notifying the Town

**Motor Vehicle Importation Permit
Proposed Ordinance**

2

Clerk of any change of ownership of a vehicle and compliance with Title 29-A, M.S.R.S., Article 4, §502 Transfer and Return of Registration. Notification to the Town Clerk shall take the form of a Bill of Sale or gift signed by both parties to the transaction. The Town of Cranberry Isles has no liability regarding change of ownership.

g. If the Town of Cranberry Isles removes a vehicle for disposal the entire amount of fee is forfeit to the Town of Cranberry Isles, regardless of actual cost of removal. The \$250 fee will not be returned until someone other than the Town of Cranberry Isles removes the vehicle from the islands. This fee will be returned to the last known owner as recorded in the Town Clerk's office.

h. EXCEPTIONS: Vehicles coming to the Cranberry Isles that are exempt from the requirements of this ordinance include, but are not limited to:

- (1) Vehicles owned by a mainland company that coming solely to make deliveries or pick-ups and are returning on the same day.
- (2) Vehicles that are rented from a mainland company and are staying from no more than two days to be loaded or unloaded.
- (3) Vehicles belonging to a mainland company coming to the Cranberry Isles to perform a specific task then return to the mainland, i.e. well driller, utility work, etc.
- (4) Vehicles belonging to the Cranberry Isles, State or Federal Government.
- (5) Other vehicles that are granted an exemption to this ordinance on an individual, case-by-case basis, by a member of the Board of Selectmen, where he or she is reasonably assured that the vehicle will be properly removed.

The effective date of this ordinance shall be _____, and it shall continue in effect until repealed and/or modified by the voters of the Town of Cranberry Isles. This vehicle disposal fee shall only apply to vehicles brought to the Cranberry Isles after the effective date of this ordinance.

[Note: This proposed ordinance has been reviewed by the Town's Attorney, Anthony Giunta, as reported in his letter of January 28, 2003, with all of his recommendations incorporated therein.]

**Motor Vehicle Importation Permit
Proposed Ordinance**

ANNUAL SCHEDULE PLANNING BOARD MEETINGS TOWN OF CRANBERRY ISLES YEAR 2003

The Planning Board of the Town of Cranberry Isles has established a regular monthly meeting schedule. Meetings are held the first Wednesdays of each month at 1:00 PM at either the Cranberry Island Community Center or Islesford Neighborhood House. Location TBD depending on location of project proposals on the agenda. An additional Planning Board Meeting may be scheduled on the opposite island during the same month, as necessary, if urgent project proposals located on the opposite island require attention. Agendas for each meeting will be posted one week in advance, with the meeting location listed. Should no project proposals be scheduled before the Planning Board at least one week prior to the scheduled meeting date, then no meeting agenda will be posted, and no regular monthly meeting will be held.

Individuals with projects should first contact Code Enforcement Officer Kimberly Keene in Bar Harbor at 288-3329 to determine whether a Planning Board Meeting is required. If so required, individuals should then contact Planning Board Chairman Ed Horvath at 244-9300 or 244-0240 to be included on the meeting agenda. This policy is designed to better assist property owners & contractors with moving their projects forward in a timely manner, and to insure that interested members of the public are kept fully informed of meeting dates.

WEDS.	JANUARY 8, 2003	1300 HOURS
WEDS.	FEBRUARY 5, 2003	1300 HOURS
WEDS.	MARCH 5, 2003	1300 HOURS
WEDS.	APRIL 2, 2003	1300 HOURS
WEDS.	MAY 7, 2003	1300 HOURS
WEDS.	JUNE 4, 2003	1300 HOURS
WEDS.	JULY 2, 2003	1300 HOURS
WEDS.	AUGUST 6, 2003	1300 HOURS
WEDS.	SEPTEMBER 3, 2003	1300 HOURS
WEDS.	OCTOBER 8, 2003	1300 HOURS
WEDS.	NOVEMBER 5, 2003	1300 HOURS
WEDS.	DECEMBER 3, 2003	1300 HOURS

ANNUAL REPORT
CRANBERRY ISLES PLANNING BOARD
YEAR 2002

This year the Planning Board established and posted a schedule of monthly meeting dates for the year, to better assist property owners & contractors in planning for moving their proposed projects forward, and to permit interested citizens to stay better informed of Planning Board activities. When no projects were scheduled, the monthly meeting was not held.

The Planning Board also established a set of written by-laws to govern the conduct of meetings and to define the process for bringing project proposals before the Board.

Edward Horvath was elected Chairman. Phil Whitney was elected Recording Secretary.

The Planning Board held (4) meetings this year, in April, May, July & August. All meetings were held on Great Cranberry Island, as all business was related to Great Cranberry Island projects.

Projects approved were: 1) Construction of a Dock by Victoria Johnson on Great Cranberry Island. 2) Construction of a Dock by Edward Gray on Great Cranberry Island. 3) Construction of a Driveway and Power Line on property owned by Algernon P. Reese on Great Cranberry Island.

Projects pending are: 1) Proposal to construct a Boat Workshop and Small Dock on property owned by Algernon P. Reese on Great Cranberry Island.

Report of 2002 Mosquito Study Conclusions and Recommendations

AUTHORITY: In Town Meeting on March 11th, 2002, the voters of the Town of Cranberry Isles approved an item directing the selectmen to appoint a committee to "assess the severity of mosquito infestation within the Town, and to investigate methods for mosquito population control, with a report back to the Town." Hugh L. Dwelley was appointed Chairman of the Mosquito Committee, assisted by Mary Baldwin, Selig Harrison, Louise Millar, Rob Mocarsky and Barbara Stainton.

HISTORY: The Cranberry islands were extensively ditched and drained in 1928 in an effort to control mosquitoes. That effort was financed largely with contributions by summer residents under the leadership of Moorfield Storey on Great Cranberry Island. In the 1930s and early 1940s the Town appointed a Mosquito Commissioner and contributed \$500 annually towards maintaining the ditches. In 1956, maintenance of the ditches and drains was discontinued in favor of aerial spraying of DDT [dichlorodiphenyltrichloroethane, a powerful insecticide now forbidden for use by public law]. The Town appropriated \$2,000 to \$2,500 annually to pay for this spraying.

While the DDT spraying was quite effective in controlling mosquitoes, it is also thought to have killed frogs, bats and other birds and insects. Spraying was discontinued in 1962 and nothing was done from then on. Many of the ditches are now clogged and themselves serve as breeding pools for mosquitoes.

Mosquitoes were particularly numerous and vicious during the summers of 2000 and 2001. Thus the proposal for the present study contained in last year's warrant article. Mosquitoes were less numerous and bothersome during the summer of 2002 due, perhaps, to a relatively dry spring and summer. Mosquito borne West Nile Virus became a concern in Maine in 2001 and 2002. Currently mosquitoes are being found in Virginia and Maryland that are carrying malaria as well. Last summer the State of Maine reported that dead birds in Surry, Maine were found to be carrying the West Nile virus, a distance of approximately 30 miles as the crow flies.

DISCUSSION: In May 2002 members of the committee began to contact persons and officials knowledgeable of mosquito control in Maine and elsewhere. This included Florida where extensive spraying is being undertaken with Permethrin and Fairfax County, Virginia which uses a contractor to monitor for West Nile Virus and to place a slow release larvicide in the form of DUNKS on likely mosquito breeding places. DUNKS can be purchased at local garden stores including Home Depot in Ellsworth.

We contacted the manufacturer of DUNKS who donated a supply of 100 for testing purposes. We also purchased a small quantity of BITS which are a larvicide in granular form. (Neither the donated DUNKS nor the BITS have yet been used)

Members of the committee also contacted persons at the University of Maine (Mr. Jim Dill) and in the Maine State government who are concerned with mosquito control. Our goal was to find someone to conduct a survey on the Cranberry Isles and to advise us as to how to proceed. We learned that Mr. Richard Dearborn, Survey Entomologist with the Insect and Disease Laboratory of the Maine Forest Service is Maine's expert on this subject. However, Mr. Dearborn was fully engaged in a West Nile Virus study in Southern Maine. He did agree, however, to test and identify our mosquitoes if we could send him samples. Helen Merrill collected a sample of several hundred which we sent to Mr. Dearborn on July 18th. At his request, we sent him a sizeable follow-up sample on August 29th. The laboratory reports identifying the mosquitoes in our area can be obtained from the committee's chairman, however, an excerpt follows of the key information:

"98% of the mosquitoes in the sample processed were: Ochlerotatus (aedes) cantator. Mosquito species vary greatly with the season and with the nature of the landscape which governs breeding sites. For this reason each sample is a snapshot in time and will vary in composition from all others. The one thing for certain from your sample, and my experience along the coast of eastern Maine, is that of our two salt marsh species, Ochlerotatus cantator and Ochlerotatus sollicitans. Ochlerotatus cantator is the more common in your area which can somewhat influence your approach to control as it will breed in water that is less saline than Ochlerotatus sollicitans."

Mr. Dearborn did not have the time to conduct a survey for us but he recommended that we try to obtain the services of Mr. Michael Morrison, president of the Municipal Pest Corporation in York, Maine. Mr. Morrison visited Great Cranberry on August 18th and Hugh Dwelley took him around Islesford on August 19th. He spoke to us at a public meeting at the Islesford Neighborhood House on August 19th and recommended that a trial involving the use of DUNKS and BITS should be undertaken. DUNKS in ponds and BITS spread over marshy areas. He assured us that the larvicide released will not affect any life forms except mosquitoes and similar insects such as black flies.

From the start we were also in touch with the Chamber of Commerce at Wells, Maine which runs a program involving DUNKS and dragon flies. The program has been running since the 1970s with a fair degree of success. Wendy Griffiths runs this program in Wells and she attended our meeting on August 19th. She explained that it is entirely a private program where the Chamber sells DUNKS and dragon fly nymphs to individuals who wish to use them on their own property. There are already a few dragon flies on the Cranberry Isles so that we know there are areas compatible for them to live and breed.

The Wells Chamber of Commerce takes orders for dragon fly nymphs during April and early May. Fifty of them cost \$30.00 or 100 for \$52.00. They are released in shallow fresh water ponds. On Islesford that might include the gravel pit, the old ice pond and the cranberry patch. In mid-May Ms. Griffiths drives to Massachusetts to pick up the nymphs that have been ordered. She would be willing to bring some as far as Wells for anyone on the Cranberry Isles who wishes to order them.

Visit us @
www.cranberrvisles.com or www.islesford.com

We also considered bats and were told that there were many more bats on the islands in the days when there were several barns and other places for them to roost. Bats, as well as dragon flies, are heavy consumers of mosquitoes. We found, however, that it is probably not possible to increase the bat population on the islands by introducing new ones since they have a strong homing instinct and are likely to go back where they came from. However, we believe that if bat houses are placed on the islands, especially in areas where bats have been sighted, this will lead to growth in the existing population.

We talked with Jack Merrill and others who are using propane powered traps. They are fairly effective in small areas such as a back yard or terrace but they are quite expensive.

The manufacturer of DUNKS and BITS (Summit Chemical Company, 7657 Canton Center Drive, Baltimore, Maryland 21224 Phone: 800-227-8664) advised that BITS are available in 40 pound bags under the name ACQUABAC GRANULES for \$60 to \$70 per bag.

CONCLUSIONS:

1. That the Town should conduct a major field trial in an effort to reduce Th populations on Great and Little Cranberry Islands. If successful, Sutton and Bear Islands could be included in another year if their residents so wish. Not only does the present mosquito population cause discomfort but there is a growing danger of mosquitoes carrying West Nile virus.
2. That wide spread spraying of pesticides as is being done in Florida and some other places is not desirable and would not be acceptable. The Maine Lobstermen's Association has recommended caution to the state in the use of pesticides to ward against mosquito borne West Nile virus.
3. That thorough and timely application of larvicide in the form of BITS and ACQUABAC GRANULES will affect only mosquitoes and similar undesirable insects.
4. Introduction of dragon flies and bats, etc. would be helpful and individuals should be encouraged to do so.

RECOMMENDATIONS:

1. That the Town conduct a thorough field test in 2003 involving the use of DUNKS on open stagnant water and GRANULES spread on marshy areas. This will involve applications approximately monthly from late April through August.
2. That the Town engage an experienced and licensed individual or company to carry out the applications employing and training several islanders in the process. (This will fulfill a requirement of the Maine Pesticides Control Board that the work be done by a licensed applicator.)

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Great Cranberry Island Volunteer Fire Club
2002 Annual Summary

INCORPORATED 7 DECEMBER 1948
REVISED BY-LAWS 7 JANUARY 2002
38 members on roll call

In 2002 the fire club saw the complete erection of the new garage, which houses both fire trucks. The bathroom is now fully functional and the heat is up and running. In August, the fire club held a dedication to the new garage, with a supper and dance in honor of those volunteer members who are no longer with us and had contributions sent to the fire club on their behalf, making these renovations possible. The dinner and dance were a huge success and we thank everyone for turning out to help us celebrate. There is still some minor work to be completed in the garage. We would like to thank Mark Alley and Blair Colby for all their hard work and dedication to the fire club.

This past summer, a grass fire was spotted in front of Barbra Meyers and Bill Dowling's house. The fire whistle was blown and response time for volunteers was five minutes; there were 27 members present. The fire was contained and put out, with no damage to surrounding property or Bill and Barbara's house. The fire club will be holding additional training during grass burning season as that seems to be the biggest threat.

We are looking at holding CPR classes on Great Cranberry in the spring and summer. A trainer will be coming out here to teach a one-day class on CPR. Anyone interested should contact Kelly Sanborn in order to establish a date and time. Cost will be minimal based on training books.

The fire club along with the Futures Group implemented and passed out a new Emergency Information Phone Card. This card lists emergency numbers and location information; especially helpful for renters, but also a quick reference guide for anyone who may need it.

Once again, we would like to extend our sincere thanks to all who in any way support the fire club, whether it is through financial contributions or volunteer time. We would like to thank all the committee members for all their hard work. A special thank you goes out to Mr. Robert Murch and the Cleveland Fire Department for their donation of turnout gear and the SCUBA tanks and masks. The fire club continues every year to strive to make the club a viable part of this community in which to better protect and serve its town.

Respectfully Submitted by,

David Bunker, President
Norman C. Sanborn, II, Chief
Mark Alley, Training Officer
Mike Westphal, Treasurer
Edward Horvath, Secretary

3. That the Town purchase a quantity of Granules in bulk for the purpose. (We still have 100 DUNKS and may need only a few more.)
4. That the Town mail to all residents and property owners a fact sheet explaining how and when to order dragon fly nymphs, urging residents with fresh water on or near their property to put in nymphs, and offering to pay for nymphs ordered.
5. That the Town mail to all residents a fact sheet explaining how to order bat houses and where to place them and offer to pay for bat houses that residents order and put up.
6. That the Town appropriate \$6,000 for field trials.
(Thirty 40 pound bags of granules @ \$65/bag will cost \$1,950 plus shipping. More will probably be needed and there will also be supervision and labor costs. This will also cover reimbursement costs for dragon fly nymphs and bat houses.)

NOTE: Warrant 2003, Article 20, addresses the recommendations of the Mosquito Committee.

ISLESFORD VOLUNTEER
FIRE DEPARTMENT
2002

The Islesford Volunteer Fire Department has been fortunate in that we were called to only one fire this year. It was an unattended brush pile fire on a cold windy December night. This occurred before we had snow on the ground. This call could have been prevented if common sense had been used. This brush pile fire had the potential on a cold, dry and windy night to become a major fire.

Please remember to have your chimneys cleaned and replace your stove pipes yearly, even in your workshops.

The State of Maine is imposing new standards for volunteer fire departments throughout the state. It is difficult to meet these standards as the requirements are attendance at fire schools and training by certified instructors. Much of our fire fighting equipment would have to be replaced.

/s/ David Thomas, Treasurer

STATE OF MAINE
Department of Inland Fisheries & Wildlife
Wildlife Resource Assessment Section
650 State Street
Bangor, Maine 04401-5654

Phone: [207] 941-4466

The Maine Department of Inland Fisheries and Wildlife (DIFW) has identified three sites in the Town of Cranberry Isles as essential to the conservation of an Endangered or Threatened Species in Maine. These sites, which require special management considerations, have been designated through the rule-making process as "Essential Habitat" under Maine's Endangered Species Act (Title 12 MRSA, §7751-7756). According to this statute, a state agency or municipal government such as the Town of Cranberry Isles shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by the Department.

Essential Habitats for Endangered and Threatened Species are identified and mapped by DIFW. These mapped areas are subject to protection guidelines defined in DIFW rules. Included on the next page is a copy of the official state map showing three areas in the Town of Cranberry Isles designated as Essential Habitat. Please reference this map to determine if a project proposal is in or near an Essential Habitat. If you need assistance with interpreting map locations, contact our DIFW Regional Wildlife Biologist at:

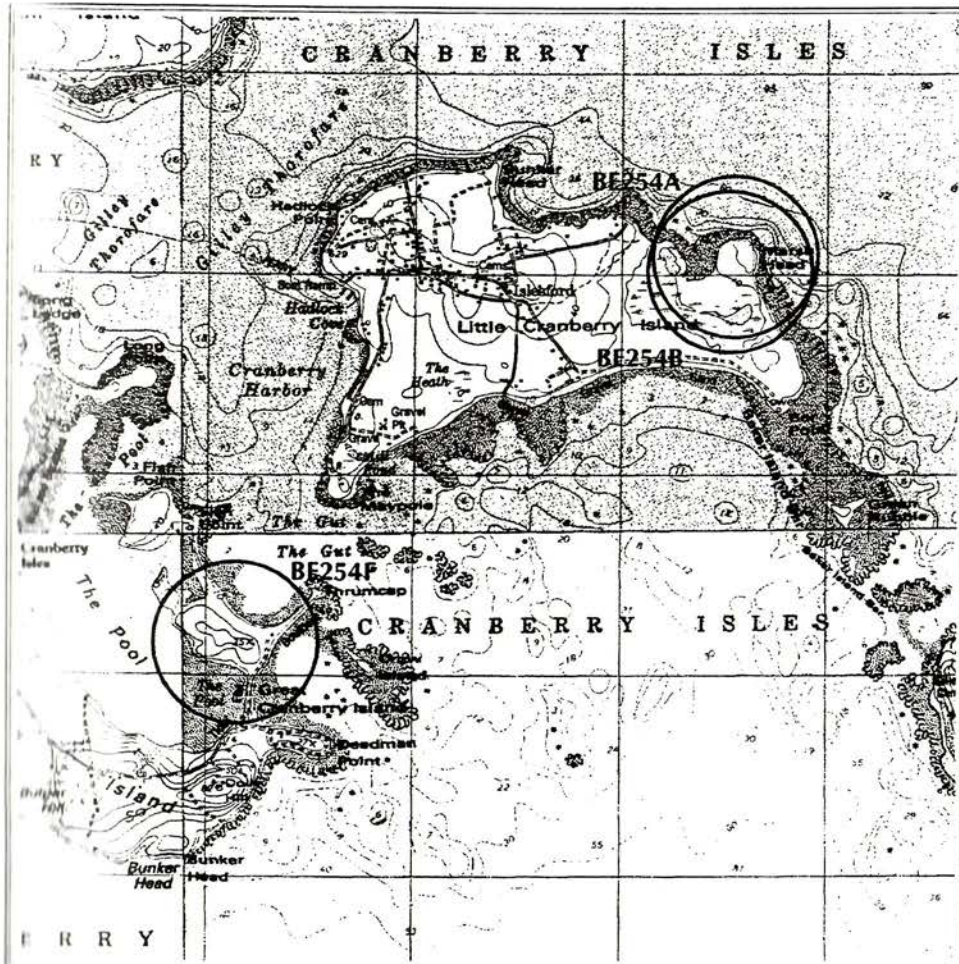
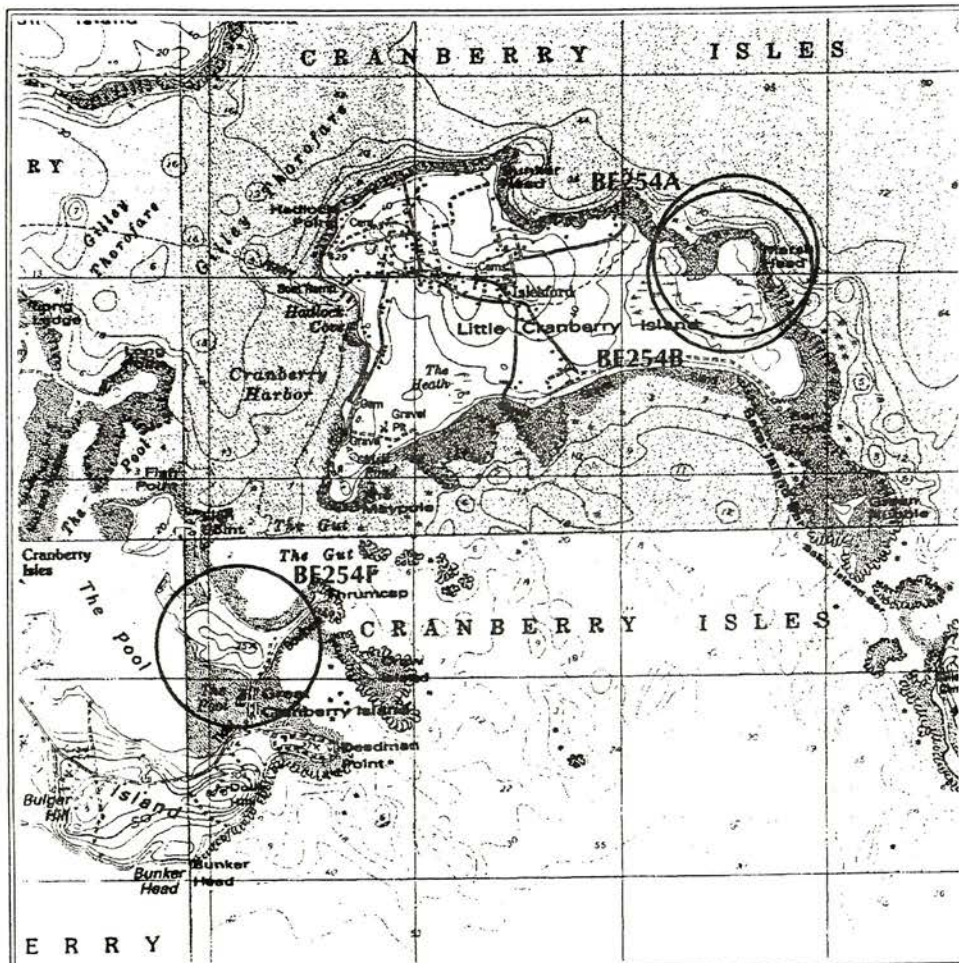
Department of Inland Fisheries & Wildlife
Post Office Box 220
Jonesboro, Maine 04648
Phone: [207] 434-5927

<u>Essential Habitat #</u>		<u>Species</u>
BE254A	Little Cranberry	Bald Eagle Nest Site
BE254B	Little Cranberry	Bald Eagle Nest Site
BE254F	Great Cranberry	Bald Eagle Nest Site

The Town's Selectmen are charged with ensuring compliance with 12MRSA, §7755-A by taking steps to address Essential Habitat concerns when reviewing or proposing projects within the Town's jurisdiction. The Code Enforcement Officer, as Agent for the Town, is also required to review permits pursuant to Essential Habitat concerns. The Chairman of the Board of Selectmen has a copy of the Essential Habitat Handbook and associated procedures to be followed when a project is under consideration. A request for Project Evaluation (Form EHR5/95) is required and is the document which initiates a formal DIFW review.

Before undertaking any action or project that is within one of the three circles shown on the attached map, contact a Selectman and discuss your project or activity.

Essential Habitat – Bald Eagle Nests



ESSENTIAL HABITAT FOR ENDANGERED AND THREATENED SPECIES
 DEPARTMENT OF INLAND FISHERIES AND WILDLIFE, Augusta, Maine 04333

MAP LEGEND

BE 000A Bald Eagle (BE) Nest Site No. 000A

All boundaries are shown as a solid circular line (O) and the inside of the line is the edge of the boundary. Each circle has a radius of approximately 1,320 feet and a center located approximately on the nest. The line on the map determines the boundary. The area within each circle is approximately 126 acres.

For a complete description of Essential Habitat and regulations pertaining thereto, refer to Chapter 8.05 of the Department Regulations and 12 M.S.R.A., Chapter 713, Subchapter V.

This map of Essential Habitat For Endangered and Threatened Species is adopted by the Department of Inland Fisheries and Wildlife on March 28, 2002. This map is certified to be a true and correct copy of the official map of Essential Habitat For Endangered and Threatened Species by the Department of Inland Fisheries and Wildlife.
 By: *Old Elroy*

Commissioner
 Department of Inland Fisheries and Wildlife
 This 7th day of May 2002.

Authority: 12 M.R.S.A., Section 7754(2)
 Effective Date: May 31, 2002



ESSENTIAL HABITAT FOR ENDANGERED AND THREATENED SPECIES
 DEPARTMENT OF INLAND FISHERIES AND WILDLIFE, Augusta, Maine 04333

MAP LEGEND

BE 000A Bald Eagle (BE) Nest Site No. 000A

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 By: *Old Elroy*

Commissioner
 Department of Inland Fisheries and Wildlife
 This 7th day of May 2002.

Authority: 12 M.R.S.A., Section 7754(2)
 Effective Date: May 31, 2002

CRANBERRY ISLES SCHOOL DEPARTMENT
 ADMINISTRATIVE REPORT
 JANUARY 15, 2003

To the School Committee and Citizens of Cranberry Isles:

K	1	2	3	4	5	6	7	8	9	10	11	12
1	2	1	1	2	3	1	1	2	2	1	3	3

The above breakdown by grade reflects the number of students who are students in the Islesford School, Mt. Desert Island High School and private schools (October 1 enrollments). The school board's desire is to not permanently close the Longfellow School at this point in time, and this is a decision I continue to support.

This year the school staff consists of two new full-time teachers and several part-time specialists, as last year's teachers – Mr. DeSchiffart and Ms. Cross – accepted teaching positions on MDI. Jennifer Johnson and Rebecca Beal coordinate their teaching plans with each other, and specialize in math and science (Ms. Johnson) and language arts and social studies (Ms. Beal). Additionally, Ms. Beal is this year's Laptop Teacher Leader for the State's 7th grade laptop initiative. Angela Hardy is Islesford's professional Resource Teacher for the faculty, and Mary Gilliland is the Special Education consultant. Shira Singer continues as art instructor. Music instruction is provided by Ms. Sarah Bloom. To date, no guidance personnel exist to serve the Islesford School – although a search was conducted in the fall. The Bar Harbor YMCA continues to contract with the school to provide physical education. The students also enjoy the talents of local naturalist Scott Grierson. As has become a school tradition, several students elected to participate in cross-country running, including Union 98 and county-level competition. The coach was Eve Harrison.

Your students continue to experience a rich curriculum and strong instruction, thanks to the skills of the teachers you have hired. As I noted last year, Angela Hardy ensures that new teachers, returning teachers, and part-time specialists deliver appropriate and coordinated curriculum to the children of Islesford. Her contributions to your school's program cannot be overstated.

In addition to classroom learning opportunities, a number of enrichment experiences were provided to the children of the Cranberry Isles. These include musical and theatrical performances; special guests such as an author and naturalists from The Chewonki Foundation; participation in the Acadia Science Camp (formerly "AMC Camp"); Destination Imagination participation (grades 4-8); and several field trips.

As all schools in Maine move closer to full implementation of the federal No Child Left Behind Act, we continue to discuss and consider ways to measure children's academic achievement without unduly impeding teaching and learning. To this end, Islesford children in grades 2, 5 and 8 participated in a Union 98 pilot with Northwest Evaluation Associates (NWEA). This organization tests students twice a year in mathematics, reading and writing skills, and promptly returns useful diagnostic information to teachers, children and parents alike. The NWEA program is very promising. We continue to study this pilot for possible implementation.

The school's physical plant is solid, has seen some upgrades (door; windows) and serves the students well.

Your school has again chosen two high-caliber teachers who give of themselves during and after hours to providing an excellent and individualized education to the children of Islesford. Congratulations.

It has been my pleasure to work with your board and your teachers.

Respectfully,

 Dr. Craig Kesselheim, Director of Curriculum and Staff Development
 Maine School Union #98

2002 Annual Report of School Union 98

The past year has been anything but ordinary for all of us. While it has been a difficult time for teachers and administrators because of world events, it has also provided opportunities for rich discussions among us and our students. Problems globally also make us want to stress in our curriculum the importance of understanding the values of democracy, and the richness of world cultures and languages. Teaching children about geography, economics, religions, social mores, and conflict resolution have never been more important than they are today.

In addition to issues outlined above, educators are also asked to help parents address a wide range of social and health issues that include eating disorders, alcohol and drug abuse, sexual promiscuity, irresponsible driving, low aspirations, and crude language. We attempt to respond to these issues, but not at the expense of our core curriculum. We thank parents for consistently modeling the behavior that we advocate for children, and thereby help children learn desired behaviors and habits through our actions, not just our words.

We believe that our Union 98 school communities are finding creative ways to support all children in their learning. Our teachers are committed to integrating support services into regular classroom instruction as much as possible to balance the need for intensive individualized instruction with whole-group learning opportunities. Many of our parents are supporting the effort of teachers by reading with their children and celebrating their learning. Our administrators provide leadership and stability to stay the course amidst the oftentimes-complex State and Federal mandates.

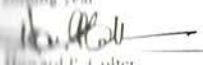
Teams of teachers are thoroughly reviewing the current course of study in English Language Arts and Social Studies and measuring them against State Learning Results, Maine Educational Assessment (MEA) and local assessment results. This is an ongoing cycle of review to provide teachers with grade specific guides to teaching and assessment that support our new teachers while fostering consistent and coordinated instruction in all classrooms. We have placed a high priority on differentiated instruction. This is a fancy word for modifying lessons to match the unique needs of children – including how they learn best, what they already know, and their interests. This is not simple work, to say the least. At the same time, with our relatively small class sizes, this level of instruction should be more attainable in Union 98 than in many other school systems. Assessment is a rapidly changing and constantly demanding area of work, with major influence from "above" (State and Federal). Our job is to create an assessment "package" that gives us the timely and valid information about student learning, tailored to the key audiences for these data: students, teachers and parents. Second, we must also prepare for a significant increase in public, State and Federal reporting of these assessment results, certifying achievement of Learning Results Standards.

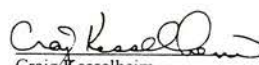
Year by year, our teachers are becoming more comfortable with computers. They now use them for lesson planning, instruction, and communication. PowerSchool, while sometimes cursed, continues to be of service to our teachers, librarians and administrators. Parents also seem pleased with the option of checking in with teachers regarding their children's progress.


We are very impressed by the quality and talent of our new teachers. While there is a noticeable teacher shortage created by large numbers of retiring teachers, we are doing well at attracting replacements. We give our experienced teachers credit for setting a high standard of teaching, and for building an enviable reputation for Union 98.

We are closing in on the high school building and sports complex projects. The additions and changes are impressive. The Penacote Elementary School project is near completion, though it has had more than its share of complications. The project overall is functional, attractive, and well-designed. It should serve the community of Southwest Harbor nicely for a long time. The Mount Desert project had a few setbacks early on, and therefore lost some ground, but things have improved measurably with the hiring of a new project superintendent. This project is targeted for an August 2003 completion date.

We thank parents and community members for your continued support of our children and schools. Your support helps to put education and learning as a top priority for our island communities. We look forward to our collaborative effort in the coming year.


 Howard P. Colter,
 Superintendent of Schools


 Craig Kesselheim,
 Director of Curriculum and Staff Development


 Kelley Rush Sanborn,
 Director of Special Services

CRANBERRY ISLES SCHOOL DEPARTMENT

School Committee Approved
1/13/03

	01-02 Actual Receipts	02-03 Current Budget	02-03 Anticipated Receipts	03-04 Proposed Budget	\$ Difference	% Difference	Explanation
Revenues							
010-100 Carryover	148,391.22	121,332	172,645	109,470	(11,862)	-9.78%	#DIV/0!
010-300 Miscellaneous	1,685.16						
010-500 Town Appropriation	260,642.00	216,906	216,906	149,134	(67,772)	-31.24%	#DIV/0!
010-600 Transfer from Tuition Reserve				30,000	30,000		
020-100 State Subsidy	7,663.59	7,500	5,510	5,500	(2,000)	-26.67%	
Total Revenues	418,381.97	345,738	395,061	294,104	(51,634)	-14.93%	
Regular Instruction							
01-02 Actual Expend.							
02-03 Current Budget							
02-03 Anticipated Expend.							
03-04 Proposed Budget							
\$ Difference							
% Difference							
110-100-109 Instructional Support Teacher	6,040.00	6,216	6,516	6,840	624	10.04%	
110-100-110 Teacher's Salaries	58,865.40	89,090	61,241	64,719	(24,371)	-27.36%	
110-100-120 Substitutes	1,295.00	1,500	1,500	1,500		0.00%	
110-100-200 Soc. Sec./Medicare/Retire.	917.48	1,405	1,000	1,060	(345)	-24.56%	
110-100-210 BC/BS; Tchrs./Ed. Techs.	13,957.06	26,472	12,010	13,047	(13,425)	-50.71%	
110-100-260 Tuition Reimb.; Taxable		600	600	600		0.00%	
110-100-261 Tuition Reimb.; Non-Tax.		300	300	300		0.00%	
110-100-433 Contr. Svcs.; Equip. Repair	188.29	500	300	500		0.00%	
110-100-580 Staff Travel	1,806.34	1,200	2,200	2,200	1,000	83.33%	
110-100-610 Teaching Supplies	3,045.24	2,500	2,700	2,700	200	8.00%	
110-100-640 Textbooks	2,735.30	1,200	1,500	1,500	300	25.00%	
110-100-730 Replace/Purch of Equip.	981.39	1,500	1,800	1,500		0.00%	
110-100-810 Dues, Fees, Conf.	170.00	250	600	500	250	100.00%	
110-100-890 Miscellaneous (Petty Cash)	123.70	500	500	500		0.00%	
120-100-560 Tuition: Regular Secondary	47,835.04	62,414	62,703	65,835	3,421	5.48%	
Total Regular Instruction	137,960.24	195,647	155,470	163,301	(32,346.00)	-16.53%	9 @ \$7315 for 03-04 incl D.S.
Special Education							
200-100-110 Salaries; Consultant	6,910.99	14,459	7,443	8,146	(6,313)	-43.66%	
200-100-200 Soc. Sec./Medicare/Retire.	100.17	210	108	119	(91)	-43.33%	
200-100-320 Prof. Svcs.; Therapy/Counsel.	765.74	3,000	1,500	1,500	(1,500)	-50.00%	
200-100-560 Tuition: Spec. Ed. / Reserve	10,000.00			5,000	5,000	#DIV/0!	
200-100-610 Teaching Supplies	162.30	500	500	500		0.00%	
200-100-640 Textbooks		100	100	100		0.00%	
200-100-730 Replace/Purchase of Equip.							
Total Special Education	17,939.20	18,269	9,651	15,365	(2,904)	-15.90%	

CRANBERRY ISLES SCHOOL DEPARTMENT

School Committee Approved
1/13/03

	01-02 Actual Expend.	02-03 Current Budget	02-03 Anticipated Expend.	03-04 Proposed Budget	\$ Difference	% Difference	Explanation
Co-Curricular							
410-100-330 Fine Arts Perform/Enrichment	1,249.05	1,000	1,000	1,000		0.00%	
410-100-430 Contr. Svcs.; YMCA	4,910.00	4,910	4,910	5,050	140	2.85%	
410-100-890 Enrichment (Field Trips)	867.03	1,000	1,000	1,000		0.00%	
Total Co-Curricular	7,026.08	6,910	6,910	7,050	140	2.03%	
Guidance							
000-212-110 Salaries; Guidance Counsel.	704.00	920	500	2,000	1,080	117.39%	
000-212-200 Medicare	53.86	71	39	153	82	115.49%	
000-212-610 Supplies		100	100	100		0.00%	
Total Guidance	757.86	1,091	639	2,253	1,162	106.51%	
Health Services							
000-213-610 Supplies		100	200	200	100	100.00%	
Total Health Services		100	200	200	100	100.00%	
Improvement of Instruction							
000-221-320 Curriculum Dev. & Recert.	2,160.37	500	500	1,000	500	100.00%	
Total Improve. Of Instruction	2,160.37	500	500	1,000	500	100.00%	
Library & Audio Visual							
000-222-610 Supplies							
000-222-641 Books	158.30	500	500	500		0.00%	
000-222-642 Periodicals	49.59	200	350	350	150	75.00%	
Total Library & AV	207.89	700	850	850	150	21.43%	
School Committee							
000-231-150 Salaries; School Committee							#DIV/0!
000-231-200 Soc. Sec. / Medicare							#DIV/0!
000-231-330 Prof. Svcs.; Legal & Audit	1,225.00	2,200	2,200	2,200		0.00%	
000-231-540 Advertising	1,339.61	500	1,000	500		0.00%	
000-231-810 Dues / Fees / Conferences	106.60	250	250	250		0.00%	
Total School Committee	2,671.21	2,950	3,450	2,950		0.00%	
Office of Superintendent							
000-232-331 Assessment; Administration	10,337.00	17,071	17,071	17,910	839	4.91%	
000-232-332 Assessment; Spec. Svcs.	2,412.00						#DIV/0!
Total Office of Supt.	12,749.00	17,071	17,071	17,910	839	4.91%	

CRANBERRY ISLES SCHOOL DEPARTMENT

	01-02 Actual Expend.	02-03 Current Budget	02-03 Anticipated Expend.	03-04 Proposed Budget	\$ Difference	% Difference	Explanation
Office of Principal							
000-241-610 Office Supplies / Postage	169.60	250	250	250	-	0.00%	
Total Office of Principal	169.60	250	250	250	-	0.00%	
Operation & Maint. Of Plant							
000-260-110 Salaries: Custodians	1,744.08	3,200	3,200	3,200	-	0.00%	
000-260-200 Soc. Sec./ Medicare / Retire.	133.43	250	250	250	-	0.00%	
000-260-431 Contr. Svcs.: Building	2,122.00	3,000	2,800	3,000	-	0.00%	
000-260-432 Contr. Svcs.: Grounds	325.00	500	500	500	-	0.00%	
000-260-433 Contr. Svcs.: Equip. Repair	245.00	50	50	50	-	0.00%	
000-260-520 Insurance: Building/Equip.	3,792.00	4,200	2,700	2,300	(1,900)	-45.24%	
000-260-530 Telephone	852.25	1,000	1,000	1,000	-	0.00%	
000-260-610 Supplies	828.54	500	800	500	-	0.00%	
000-260-622 Electricity	1,622.63	2,000	2,000	2,000	-	0.00%	
000-260-624 Heating Oil	3,317.53	9,000	6,000	6,000	(3,000)	-33.33%	
000-260-730 Replace/Purchase Equipment	-	500	500	500	-	0.00%	
000-260-810 Dues / Fees / Conferences	95.48	-	-	100	100	#DIV/0!	
000-260-890 Miscellaneous	-	-	-	-	-	#DIV/0!	
Total Oper. & Maint.	15,077.94	24,200	19,800	19,400	(4,800)	-19.83%	
Student Transportation							
000-270-511 Field Trip Transportation	130.00	1,000	1,000	1,000	-	0.00%	
000-270-512 Off Island Travel	870.00	1,000	1,500	1,000	-	0.00%	
000-270-513 Room & Board / Transport.+	20,275.58	33,850	26,000	39,375	5,525	16.32%	
Total Transportation	21,275.58	35,850	28,500	41,375	5,525	15.41%	
Capital Outlay							
000-450-710 Land & Improvements	149.96	6,700	6,700	2,000	(4,700)	-70.15%	
000-450-720 Buildings	26,537.21	25,500	25,500	11,200	(14,300)	-56.08%	
000-450-721 Teachers Apartment	1,055.00	1,000	2,600	1,000	-	0.00%	
000-450-730 Equipment	-	-	-	-	-	#DIV/0!	
Total Capital Outlay	27,742.17	33,200	34,800	14,200	(19,000)	-57.23%	

CRANBERRY ISLES SCHOOL DEPARTMENT

	01-02 Actual Expend.	02-03 Current Budget	02-03 Anticipated Expend.	03-04 Proposed Budget	\$ Difference	% Difference	Explanation
Insurance Services							
000-530-240 Unemployment	-	2,000	500	1,000	(1,000)	-50.00%	
000-530-250 Worker's Comp. Insurance	-	-	-	-	-	#DIV/0!	
Total Insurance Svcs.	-	2,000	500	1,000	(1,000)	-50.00%	
Contingency							
000-600-890 Safety Factor Contingency	-	7,000	7,000	7,000	-	0.00%	
Total Contingency	-	7,000	7,000	7,000	-	0.00%	
Grand Totals:	245,737.14	345,738	285,591	294,104	(51,634)	-14.93%	

Selectmen
Richard Beal
Denise McCormick
David Stainton



Town Clerk/Treasurer
Frances J. Bartlett
P.O. Box 15
Islesford, Maine 04646

TOWN OF CRANBERRY ISLES
Annual Town Meeting
THE WARRANT 2003

State of Maine
County of Hancock, ss.

To: A Constable of the Town of Cranberry Isles, in said County

GREETINGS:

In the name of the State of Maine you are hereby required to notify and warn the inhabitants of the Town of Cranberry Isles, qualified to vote in Town affairs to meet at the Great Cranberry Fire House on Great Cranberry Island, in said Town on the 10th day (Second Monday) of March AD 2003, at 09:00 AM to act on the following articles, to wit:

ARTICLE:

1. To elect by ballot a moderator to preside at said meeting.
2. To elect by ballot a Town Clerk for the ensuing year and to vote compensation.
Recommended: \$3,500 (1000 hours/year or \$3.50/hour)
Proposed increase of \$800.
3. To elect by ballot a Selectman for a term of three years. (Term expiring: Denise McCormick)
4. To vote compensation for all Selectmen for the ensuing year.
Recommended: \$1,700 for the Chairman, \$1,400 for others.
No change from 2001

TOWN OF CRANBERRY ISLES, MAINE
WARRANT 2003 - ANNUAL TOWN MEETING
10 MARCH 2003

5. To elect by ballot a Town Treasurer for the ensuing year and to vote compensation.
Recommended: \$4,800 (500 hours/year or \$9.60/hour)
Proposed increase of \$800.
6. To elect by ballot a Collector of Taxes and Collector of Excise Taxes for the ensuing year and to vote compensation.
Recommended: 2.5% of general taxes, 7% of excise taxes
7. To elect by ballot a member of the Superintending School Committee for a term of three years. (Term expiring: Cindy Thomas)
8. To vote the hourly rate of pay for Town officials and employees.
Recommended: \$12.00 to \$20.00 at the discretion of the Board of Selectmen for the type of work performed. No change from the last two years.
9. To vote the hourly rate of pay for snow removal employees.
Recommended: \$15.00 No change from previous three years.
10. To see if the voters of the Town of Cranberry Isles will authorize expenditures by the Selectmen, not to exceed \$3,500, for purchase of a Town computer and accessory equipments, including various accounting software packages, to be located in the Town Clerk's office. The Town heretofore has benefited from the use of the Town Clerk's personal computer-a Tandy, which is unable to operate 21st century word processing and accounting programs.
11. To see if the voters of the Town of Cranberry Isles will vote to collect interest at the rate of 6.75% (six and three quarters percent) on all taxes not paid by December 1, 2003. Municipalities may, by vote, determine the rate of interest that shall apply to taxes that become delinquent during taxable year 2003 until those taxes are paid in full. The maximum rate of interest that can be charged per Title 36, M.R.S.A., § 505.4 is 6.75%.
12. To see if the voters of the Town of Cranberry Isles will vote to allow a 2% (two percent) discount on all taxes for year 2003 which are paid in full within 30 days of the date shown on the original bill as submitted by the Tax Collector.

TOWN OF CRANBERRY ISLES, MAINE
WARRANT 2003 - ANNUAL TOWN MEETING
10 MARCH 2003

13. To see if the voters of the Town of Cranberry Isles will vote to authorize the Selectmen to sign a lease agreement with the Roman Catholic Bishop of Portland, Maine for use of Church owned land on Joy Road, in Northeast Harbor, for parking by residents of and visitors to the Cranberry Isles.

14. To elect by ballot two members of the Shellfish Conservation Committee to serve for a period of three years each. Terms expiring: Tim Moran and Kelly Sanborn.

Ballot #1: Replacement for Tim Moran
Ballot #2: Replacement for Kelly Sanborn

15. To see if the voters of the Town of Cranberry Isles will vote to authorize the expenses of one part-time shellfish warden on Great Cranberry and one part-time shell fish warden on Islesford, plus the formal training in 2003 of the Islesford warden.

Recommend: \$1,200

16. To see if the voters of the Town of Cranberry Isles will vote to join with other communities in support of the Island Explorer transportation bus system, and if so, the sum to be appropriated.

Recommend: \$1,000

17. To see if the voters of the Town of Cranberry Isles will appropriate the sum of \$12,000 for Year 2003 to be added to funds already held in escrow for construction of sand/salt buildings on Islesford and Great Cranberry Islands. These funds are for installation of 200 ampere, 230 volt, electrical service to each building, currently under design by Chris Wriggins, architect, to support trash compactor equipment which will be located alongside each facility.

18. To see if the voters of the Town of Cranberry Isles will vote to authorize the Town Treasurer to expend funds in January 2004, February 2004, and March 2004 equal in the aggregate to 3/12th of the Operations Budget approved for the Year 2003. This authorization will permit the Treasurer to prepare Financial Warrants for approval by the Board of Selectmen, prepare checks and pay bills legally pending approval of the entire Operations Budget by the voters in March 2004.

**TOWN OF CRANBERRY ISLES, MAINE
WARRANT 2003 – ANNUAL TOWN MEETING
10 MARCH 2003**

19. Schools:

19A. Shall the voters of the Town of Cranberry Isles authorize the School Board to transfer \$30,000 from the Tuition Reserve account to the 2003-2004 budget to offset secondary tuition expenses?

19B. To see what sum the voters of the Town of Cranberry Isles will authorize the School Committee to expend for the fiscal year beginning July 1, 2003, and ending on June 30, 2004, from the foundation allocation, debt service allocation, unexpended balances, tuition receipts, local appropriations, state subsidy, and other receipts for the support of schools.

School Committee recommends: \$294,104

19C. To see what sum the voters of the Town of Cranberry Isles will appropriate from the foundation allocation for school purposes [Recommended \$132,652] and to see what sum the voters of the Town of Cranberry Isles will raise as the local share of the foundation allocation for the period July 1, 2003 to June 30, 2004.

School Committee recommends: \$127,154

19D. To see what sum the voters of the Town of Cranberry Isles will raise in additional local funds for school purposes for the period July 1, 2003 to June 30, 2004.

School Committee recommends: \$21,980

Items 19C. and 19D. will raise the local share: (\$149,134)

19E. In addition to the amount in Item 19A, shall the Town of Cranberry Isles appropriate and authorize the School Committee to expend additional state, federal and other funds received during the fiscal year 2003-2004 for school purposes, provided that such additional funds do not require the expenditure of local funds not previously appropriated?

Funds received during the current fiscal year: \$18,347
School Committee recommends passage.

**TOWN OF CRANBERRY ISLES, MAINE
WARRANT 2003 – ANNUAL TOWN MEETING
10 MARCH 2003**

19F. To see if the voters of the Town of Cranberry Isles will authorize the School Committee to have the Islesford School remain open for the 2003-2004 school year with a projected enrollment of approximately nine (9) students.

School Committee recommends passage.

19G. To see if the voters of the Town of Cranberry Isles will authorize the School Committee to have the Longfellow School on Great Cranberry Island remain open for the 2003-2004 school year with an unknown projected enrollment.

School Committee recommends passage.

20. To see if the voters of the Town of Cranberry Isles will vote to authorize the Selectmen to appoint a "Mosquito Commissioner" whose duties would include soliciting and engaging a licensed individual to supervise the application of DUNKS and granules as part of a major field trial in an effort to reduce mosquito populations on Great and Little Cranberry Islands; and for this purpose appropriate and authorize the Mosquito Commissioner a budget of \$6,000. Funds not expended in 2003 are to be dedicated for mosquito control and are authorized to be carried forward into the 2004 operations budget.

21. To see if the voters of the Town of Cranberry Isles will vote to appropriate the sum of \$10,000 to be placed in escrow for the purchase in 2003 of a truck to replace the current town truck used for snow plowing; with the sale of the current truck providing the additional funds necessary for a truck purchase. This truck will be used on Little Cranberry Island. *15,000*

22. To see if the voters of the Town of Cranberry Isles will vote to authorize the Selectmen to enter into a multi-year leasing agreement with the Town of Mount Desert for the "Cranberry Isles Parking Lot (123 spaces)" in Northeast Harbor for a yearly leasing fee to be negotiated with the Town of Mount Desert. This annual fee will be divided by 123 and is the annual fee to be paid by those wishing to rent a parking spot in Northeast Harbor; this lease is to be exclusive of the Town's Operations Budget.

**TOWN OF CRANBERRY ISLES, MAINE
WARRANT 2003 - ANNUAL TOWN MEETING
10 MARCH 2003**

23. To see if the voters of the Town of Cranberry Isles will vote to hold the next annual Town Meeting in 2004, on March 8th (Monday) at the Islesford Neighborhood House, Little Cranberry Island, Maine and to open the meeting at 08:45AM.

24. To see what sum the voters of the Town of Cranberry Isles will vote to raise and appropriate for each function of Town operations as shown in the Town Operations Budget. Each function shall be voted upon separately:

TOWN OPERATIONS BUDGET

<u>Function</u>	<u>Estimated Costs</u>	<u>Appropriation</u>
Administration.....		\$37,500
a. Town Office fire proofing for documents.....	\$8,000	
b. Computer, accessories, & software.....	\$3,500	
c. Roman Catholic Church Portland.....	\$1,500	
d. Legal Fees.....	\$8,000	
e. General administration expenses.....	\$16,500	
Town Clerk and Elections.....		\$6,500
Treasurer and Tax Collector.....		\$4,800
Assessor.....		\$22,000
Wharf Repair Bond (Principal & Interest Year 2003).....		\$66,500
Southwest Harbor Land Purchase (Principal & Interest Year 2003).....		\$230,000
Southwest Harbor Land Operations:		\$84,800
a. Friedmann Associates Fund Raising:.....	\$70,000	
b. Operating Expenses:.....	\$45,990	
SWH Property Tax:	\$27,740	
Utilities:	\$2,200	
Sewer/Water	\$400	
Floats/Moorings	\$7,150	
Maintenance:	\$2,500	
Grounds Maint:	\$2,000	
Building Contingency:	\$4,000	
c. Insurance.....	\$6,760	
d. Caretaker contract.....	\$6,500	
Less anticipated revenue from rents: (\$44,450)		
Code Enforcement Officer & Plumbing Inspector.....		\$5,500

**TOWN OF CRANBERRY ISLES, MAINE
WARRANT 2003 - ANNUAL TOWN MEETING
10 MARCH 2003**

Planning Board.....	\$2,000
Streetlights.....	\$6,000
Constables, Animal Control, Harbormaster.....	\$2,500
Mosquito Control Field Trials.....	\$6,000
Town Truck Escrow Account (Islesford).....	\$10,000
Medicare, and FICA (Town Share).....	\$4,200
Health and General Assistance.....	\$2,400
Grants to Human Service Organizations, Qualified in the judgment of the Selectmen.....	\$1,000
Public Facility Maintenance:	
Great Cranberry.....	\$5,500
Islesford.....	\$5,500
Insurances (non Southwest Harbor).....	\$10,000
Volunteer Fire Departments: (\$1,500 Islesford & Gt. Cranberry).....	\$3,000
Retirement Obligation.....	\$750
Solid Waste.....	\$100,000
Wharves within the Town, general maintenance.....	\$45,000
Town truck repairs.....	\$1,000
Snow removal.....	\$17,500
Roads, general maintenance and repaving.....	\$38,000
a. General Maintenance.....	\$30,000
b. Tree removal, electric line clearing.....	\$8,000
Garages.....	\$500
Sand & Salt Shed Construction (2 buildings-electrical).....	\$12,000
Grants to Libraries:	
Northeast Harbor.....	\$300
Islesford.....	\$2000
Great Cranberry.....	\$2000
Grants to:	
Islesford Neighborhood House.....	\$1,000
Great Cranberry Community Center.....	\$1,000
Grant to Northeast Harbor Ambulance Fund.....	\$1,000
Grant to Island Explorer Bus/Downeast Transportation.....	\$1,500
Shellfish Wardens.....	\$1,200
Contingencies to supplement, at Selectmen's discretion.....	\$10,000
 Total appropriations for Town Operations:	 \$750,450

**TOWN OF CRANBERRY ISLES, MAINE
WARRANT 2003 - ANNUAL TOWN MEETING
10 MARCH 2003**

25 To see what resources the voters of the Town of Cranberry Isles will vote to apply to pay for the appropriations for Town operations in the following manner:

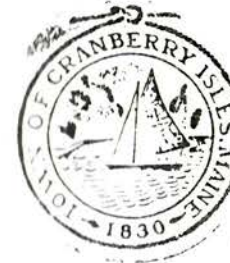
TOWN OPERATIONS BUDGET
Applied Resources

<u>RESOURCE</u>	<u>AMOUNT</u>
Appropriations from General Funds:	\$50,000
Estimated General Fund receipts:	<u>\$20,000</u>
Subtotal:	\$70,000
 From property taxes and state revenue sharing 2003:	
Town Operations:	\$680,450
School Department:	\$183,020
 Total estimated resources to be applied to:	
Town Operations:	\$750,450
School Operations:	<u>\$294,104</u>
 Total:	\$1,044,554

NOTICE

The Registrar of Voters, Frances J. Bartlett, gives notice that she will be in the Town Clerk's office at the Bartlett residence, Main Street, Islesford, Maine on the 7th and 8th of March 2003, and at the Great Cranberry Fire House on Great Cranberry Island at 08:40 AM on the day of said meeting for the purpose of correcting the list of voters in said Town.

Given under our hand and Town seal this 30th day of January, 2003.



Richard F. Beal
Richard F. Beal, Chairman

Denise McCormick
Denise McCormick

David Stainton
David Stainton

**TOWN OF CRANBERRY ISLES, MAINE
WARRANT 2003 - ANNUAL TOWN MEETING
10 MARCH 2003**

A true copy of the WARRANT 2003

ATTEST: I, Frances J. Bartlett, Clerk of the Town of Cranberry Isles do hereby attest and certify this document to be a true copy of the Warrant 2003 to be placed before the voters of the Cranberry Isles on 10 March 2003.



Frances J. Bartlett
 Frances J. Bartlett

CONSTABLE'S RETURN

Pursuant to this WARRANT to me directed, I have notified and warned the inhabitants of said Town, qualified as therein expressed, to assemble at said time and place, and for the purpose expressed, by posting copies of this Warrant at:

- a. General Store and U.S. Post Office, Little Cranberry Island
- b. General Store, Great Cranberry Island
- c. U.S. Post Office, Great Cranberry Island

The same being public and conspicuous places in said Town, and being at least seven days before the meeting.

Date of Posting:

Islesford: _____
 Great Cranberry _____ Constable _____

Carry over accounts:	
Motor Vehicle Disposal	\$2884
Sand/Salt Shed	\$50,000
Waste Container Covers	\$12,000 (MBNA Grant funds)
Roads (General Maintenance)	\$80,000

**TOWN OF CRANBERRY ISLES, MAINE
 WARRANT 2003 – ANNUAL TOWN MEETING
 10 MARCH 2003**

Town Operations Budget Comparisons

	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>Proposed</u>
Administration	23,500	25,000	21,000	37,500
Town Clerk & Elections	4,900	4,000	4,900	6,500
Treasurer / Tax Collector	15,000	16,000	23,000	26,050
Assessor	22,500	23,000	14,000	22,000
Islesford Wharf Repair Bond	0	0	41,500	66,500
Southwest Hbr Land Bonds	0	0	0	230,000
Southwest Hbr Operations	0	0	0	84,800
C/O/Plumbing Inspector	5,500	5,500	5,500	5,500
Planning Board	2,000	2,000	2,000	2,000
Street Lights	6,000	7,000	6,000	6,000
Constable, Animal Control, Harbor Mstr.	1,500	1,500	2,500	2,500
Medicare & FICA (Town share)	4,200	4,200	4,200	4,200
Health & General Assistance	1,000	1,200	2,400	2,400
Grants to Human Services	3,200	3,200	2,000	1,000
Public Facility Maintenance, GCI	5,000	5,500	5,500	5,500
Public Facility Maintenance, Islesford	5,000	25,000	5,500	5,500
Insurance	9,000	9,000	10,000	10,000
Volunteer Fire Departments	3,000	3,000	3,000	3,000
Retirement Obligations	1,700	1,700	500	750
Solid Waste	31,300	46,000	75,000	100,000
Wharf & Float Maintenance	30,000	45,000	45,000	45,000
Snow Removal	15,000	15,000	17,500	17,500
Town Truck maintenance	1,000	1,000	1,000	1,000
Town Truck Islesford (Escrow)	0	0	0	10,000
Roads General Maintenance	45,000	80,000	80,000	38,000
Musquito Committee	0	0	500	6,000
Outages	750	750	1,500	500
Sand & Salt Shed Escrow Account	10,000	10,000	20,000	12,000
Grants to NEH Library	200	200	300	300
Islesford Library	2,000	2,000	2,000	2,000
GCI Library	2,000	2,000	2,000	2,000
Grants to Islesford Neighborhood House	100	100	100	1000
GCI Community Center	100	100	100	1000
Grant to NEH Ambulance	1,000	1,000	1,000	1,000
Grant to MDI for services	1,500	1,500	1,500	0
Grant to Islander Explorer Bus Service	0	1,000	1,000	1,500
Shellfish Wardens	0	1,000	1,200	1,200
Contingencies Account	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	10,000
	274,250	353,750	457,350	750,450
Hancock County Taxes:	43,052	60,312	68,692	100,000
Cranberry Isles Mil Rate:	.0053	.0073	.0080	.0094



Please park in an orderly fashion.

PARKING PERMIT

Town of Cranberry Isles (Church Parking Lot)

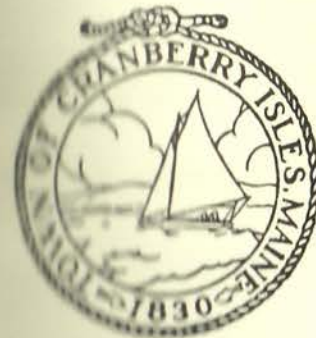
Name _____

Address _____

Phone _____

Please display this permit on your car's dashboard. We are fortunate to have access to this parking lot. Please be respectful of those who live adjacent to this parking lot. Town of Mount Desert parking ordinances will be strictly enforced.

Corner of Joy Road and Lookout way - Northeast Harbor



Please park in an orderly fashion.

PARKING PERMIT

Town of Cranberry Isles (Church Parking Lot)

Name _____

Address _____

Phone _____

Please display this permit on your car's dashboard. We are fortunate to have access to this parking lot. Please be respectful of those who live adjacent to this parking lot. Town of Mount Desert parking ordinances will be strictly enforced.

Corner of Joy Road and Lookout way - Northeast Harbor

Town of Cranberry Isles
Town Clerk's Office
P.O. Box 15
Cranberry Isles, ME 04646