

Town of Chebeague Island
Minutes of Board of Selectmen Meeting & Workshop
Wednesday, February 25th, 2009 @7:00PM
Chebeague Island Hall & Community Center

Present: Mark Dyer, Donna Damon, Chris Rich, Leon Hamilton & Scott Seaver.
Herb Maine @7:25pm.

The Business Section of the Meeting was called to order @7:08PM.

Scott Seaver made suggestion of dates for a Public Hearing in regard to the Cousin Island project.

- Thursday, March 12, 2009 @ 6PM or Thursday, March 19, 2009 @6PM

Donna Damon moved to hold a Public Hearing and Special Town Meeting on:

- **March 19th, 2009 @ 6PM hold a Public Hearing**
- **April 4, 2009 @ 9AM hold a Special Town Meeting**

Discussion: Donna Damon asked that a mailing be done for the 19th.

Mark Dyer asked if Ralph Norwood would be in attendance? Scott advised, yes.

Leon Hamilton, seconded.

Vote: Four (4) in favor and One (1) abstained.

Mark Dyer asked for motion to adjourn Business part of the meeting.

Donna Damon moved to adjourn Business part of the meeting at 7:25PM.

Herb Maine, seconded.

Vote: Unanimous.

Selectmen Workshop section of the meeting.

Scott Seaver asked for schedule of meetings for workshops. He also discussed the areas he needs direction in as he has no knowledge or notes to work with on last years budget.

Scott suggested the following dates to the Selectmen:

- March 4th, Harbormaster, Shellfish, Public Works and Solid Waste.
- March 11th, Library and Recreation.
- March 18th, Law Enforcement and Administration.
- March 25th, Capital Improvement, Benefits and Compensation.
- April 1st, Fire & Rescue Department, etc.

He discussed he is still working on accounts having their own Phone, Electric, etc.

Scott advised he had found a posting error in the payroll of July 2008. Only one posted so he had to post the second payroll so the amounts have changed on the year to date.

Scott also advised that he had been contacted by a couple of Social Service Agencies and their need to be listed.

Workshop Continued:

Donna Damon asked that Scott look into what the agencies can do.

Leon Hamilton asked if this is something new that needs to be funded?

Scott advised, yes. It's a membership stipend.

Leon Hamilton stated if it cost the Town money, he does not agree.

Donna Damon advised that we do not have the Cemetery listed any where. She also reminded Scott that she had made a request of donation to the Hall for it's use by the Town.

Donna Damon made a request for an Executive Session.

Mark Dyer stated that we can do it in a public forum as long as we do not talk about individuals.

Herb Maine stated we need a salary review and look at staffing levels. Also need to look at compensation on education/qualifications.

Scott Seaver stated he will make a spread sheet for salary ranges, benefits and compensation. Also what activities the Town wants that person to do.

Leon Hamilton stated that anyone can take a job description any way they want to. We need to clarify what we expect.

Scott advised that that leads into hours.

Mark Dyer asked what is needed to get that information.

Donna Damon stated that during transition the Harbormaster was to be visible, not just hanging around. It was to be island wide.

Herb Maine asked how the hours were spent and compare to the initial concept. Analyze to what has been done. This is not to find fault just analyze.

Leon Hamilton asked to indentify areas of concern. Identify job description. What was the view of the job. Then get together either in Executive Session or Public Forum for discussion.

Scott Seaver stated the job description is vague and not written to what was expected.

Mark Dyer stated we need job descriptions with specific wording.

Scott Seaver asked that the Library & Recreation be discussed at the March 11th meeting. Also, suggested that the meeting start at 6PM.

Donna Damon stated it was her understanding that we were going to go over the job descriptions. How did we get into this position? Habormaster/Shellfish has a rate of pay that came out of transition.

Leon Hamilton stated the Harbormaster was originally five (5) days a week six (6) hours a day for six months at \$15.00 an hour and the Shellfish was five (5) days a week three (3) hours a day for twelve (12) months @ \$15.00. It came out of transition for both jobs at \$24,000.

Donna Damon asked Scott Seaver is this job could be salaried? Scott advised, yes. It's call an independent work with no set hours. He advised that they need to know what is expected.

Scott Seaver suggested no meeting on March 4th and have a regular meeting and workshop combined on March 11th.

Donna Damon advised we need to think about the Island Institute Fellow. We need to develop a request.

Workshop continued:

Schedule of workshop meetings are as follows:

March 11th, @6PM, Regular meeting and budget workshop – Public Works, Solid Waste, Library, Recreation, Administration and Cemetery.

March 18th, @7PM, Law Enforcement, Harbormaster and Shellfish

March 25th, @7PM, Capital Improvement, Benefits & Compensation.

April 1st, @7PM, Fire and Rescue.

Herb Maine asked Scott about revenue projections.

Scott advised there will not be much difference. The only account that may make a big difference is the excise tax may be cut in half by referendum in November. Also we are not sure what aide to education will do.

Leon Hamilton stated he a request from an island resident about licensing ATV's for the roads. He asked about the revenue, Scott will look into it. Leon stated we need to cover all safety issues including the need of insurance.

Herb Maine discussed the revenue for abatements. He feels it needs to be moved to a reserve account and establish a level. Once the account reaches that level leave it there.

Donna Damon stated that with revaluations we may need abatements.

Herb Maine asked to discuss the outer islands. Herb discussed getting a fixed number to pay off the Town of Cumberland. He stated that they had not gotten back to this discussion in legislation during transition. Legislation allows us to renegotiate the outer islands with Cumberland. He asked to have someone research this. Leon Hamilton and Mark Dyer agreed that this should be looked into.

Donna Damon stated that the Coastal Access Grant has been extended to June 30th. This can be done in two phases.

Mark Dyer asked for motion to adjourn.

Herb Maine motion to adjourn at 9:15PM.

Leon Hamilton, seconded.

Vote: Unanimous.