

Town of Chebeague Island
Minutes of the Regular Board of Selectmen's Meeting
Executive Sessions of the Board of Selectmen
1MRSA 405 (6)(A) Personnel and 1MRSA 405 (6)(E) Legal Matters
April 13th, 2011 at 5:30PM
Chebeague Island Hall & Community Center

Present: David Hill, Mark Dyer, Donna Damon, Chris Rich, John Martin and Eric Dyer Town Administrator.

5:30 pm

1. **To have the Selectmen enter into Executive Session Pursuant to 1 M.R.S.A. 405 (6)(A) Personnel Issues**

Mark Dyer: Motion to enter into Executive Session.

Donna Damon: Second.

Vote: Unanimous.

Donna Damon: Motion to exit Executive Session.

Chris Rich: Second

Vote: Unanimous at 6:00PM.

6:00 pm

1. Meeting called to order at 6:04PM.

2. Town Administrator Report.

Eric Dyer spoke on the following items:

- Employee training
- Public Service Department

***Barge Ramp**

Eric Dyer advised that the barge ramp is usable from half tide and up.

Donna Damon: I was up there today and it looks like the pads are not long enough.

Eric Dyer: We are working with material that was provided for us. They are not as long as the other ones were, but the width is twenty (20) feet. I have talked to the barge operators and there is not issue. We will be putting in large stone. We may try putting in some of the old planks. On the side of the square wall there is about eighteen (18) inch gap and we will be putting the old panels back in place. On the other side we have a lot more room there and I would suggest putting large stone in, one to two foot stones in.

Donna Damon: The reason I ask is that a lot of private individuals use this ramp. I would hate to see someone break their ankle.

Eric Dyer: On Cranberry we used 8/12 inch stone as a water break on the sides of the ramps and even larger. It is not an unreasonable thing to have by the ramp.

***Cold patching**

***Grading of dirt roads**

***Weight limits removed from roads**

- Transfer Station

The Town along with Gail Jenkins received a letter from the DEP on how well the Transfer Station is kept.

- FEMA Projects

We have received extensions on our FEMA Grants. We will not proceed with work at Deer Point until I have received a through assessment, review and prioritization of work. What I do not have and will not proceed without is an assessment on the ground prioritization of work. This absolutely has to happen before anything goes ahead. Also, review/permissions with the landowners of what of what forest management will be in place before going forward. We need to discuss management with landowners going forward, at their expense not the Towns this problem can come back. This work will probably not start until the fall.

Town Administrator Report continued:

Donna Damon: Is the scope just for Deer Point?

Eric Dyer: That is my understanding. That is what has been referenced in the FEMA document.

John Martin: I thought Springettes was part of this FEMA project.

Eric Dyer: I have been through the documents and have not seen any reference to Springettes.

Donna Damon: I thought it was only Deer Point and then people started talking about Springettes. I do not remember anyone coming to us and asking what areas to look at.

John Martin: I know Mr. Ash is under the impression his property and/or area is included. If this is not the case someone should contact him and explain the situation.

David Hill: You have reviewed the FEMA documents and have seen nothing but Deer Point mentioned?

Eric Dyer: Nothing but Deer Point with a fifty (50) acre area.

David Hill: Would it be wise to confirm this with FEMA.

Eric Dyer: I will do that. I was under the assumption he owned property on Deer Point. I guess I miss understood.

- Stone Wharf Project

We are rapidly approaching finish grade at the wharf. The fill has been put in. Robert Anderson has been out and we had a meeting to discuss the final placement of the golf tee. It will go in the left had corner of the wharf as you face the water. It will work much better.

Mark Dyer: As you and I both know the wharf is an inch and a half out of level. Is there any way they can fix that with the pouring of concrete?

Eric Dyer: Concrete is self leveling.

Mark Dyer: If you could just ask to make sure this is done.

Eric Dyer: If it's not they will be coming back to fix it, but I will ask the questions.

Eric Dyer: They will pour the concrete as soon as the forms are done and the rebar is in place. The pile driving will be done in a couple of weeks.

David Hill: Last week it was mentioned the Northerly side of the wharf needs to be looked at. Has that been done?

Eric Dyer: No, but I will make sure it is done.

Donna Damon: Hopefully they can stay on this schedule. We need to get the CTC crew of the end of the wharf.

David Hill: Is there striping to be done? Designating those parking spaces is an important part of putting the wharf back.

- Paving of roads.

I will be meeting with Pike and discuss the paving of the Stone Wharf Road, School House Road and the top of the pier.

3. Public Comment.

Cecil Doughty: I know I sound like a broke record, but we need more handi-cap parking on the wharf. We have a problem with the ordinance and you can check with the office.

David Hill: We will look into this.

Casey Prentice: Two things. One is something I mentioned to Eric. To have some kind of a rate for the Inn with the Town to issue Shellfish Licenses for a day pass so when the Town is closed our guests want to go clamming with someone that they be able to do that. We would keep track of this. This is a way to offer some of the amenities of the island.

Donna Damon: We a guest books a room could you ask them then if this would be something that would interest them?

Casey Prentice: I do not think that would work as this would probably be a spur of the moment decision.

Donna Damon: Could somebody take them clamming?

Cecil Doughty: Right now I could take them clamming, but I would like to suggest something. Our Shellfish Warden (we have day licenses) could have them available.

Eric Dyer: This is something that needs to be discussed with Claire Ross.

Donna Damon: There is a certain protocol for giving out licenses. If Claire is on duty they could contact her.

Casey Prentice: The second thing is, if we were to close the Inn for a season we would be violating the ordinance. Is there any way we can avoid this?

Donna Damon: The Inn has been closed on and off. This has never been an issue.

4. Old Business.

- a. To have the Selectmen discuss and possibly act on a letter from the Chebeague Island Inn pertaining to 4th of July Fireworks.

Casey Prentice: We submitted a letter to the Town a while back. The Inn is doing a 4th of July celebration this year with fireworks. We are working with CTC to use the barge and transportation. We were thinking that partnering with the Town of Chebeague would make sense.

David Hill: You are looking for a donation from the Town of \$5,000?

Casey Prentice: No, we are looking to share the cost with the Town.

Donna Damon: How long is the show?

Casey Prentice: That is unknown at this time.

Mark Dyer: Casey do you have anyone else donating?

Casey Prentice: No.

Donna Damon: How much are you selling your tickets for?

Casey Prentice: That is also unknown at this time.

Donna Damon: We have too many variables here. We have to rationalize this to the public. I think the Golf Course should be involved. We need more details.

Casey Prentice: The ticket would be for the whole package.

Mark Dyer: I'm not sure what my opinion is and what kind of precedence this would set.

John Martin: Where will this be held?

Casey Prentice: Right off the Inn, outside of the mooring field.

Donna Colbeth: Why won't this pay for itself?

Casey Prentice: The tickets would be too expensive.

Mark Dyer: How do you think people would perceive us giving money to this?

Donna Colbeth: I can't speak for anyone else, but right now I would not go along with this.

Mark Dyer: Motion to donate from the Town of Chebeague \$2,500 out of the Selectmen Contingency either out of this existing fiscal year budget or the new fiscal year (11/12) budget.

John Martin: Second

Discussion: Donna Damon stated she needs more information. Mark Dyer stated that we have had four rough years around here it would be nice to have something fun to do. I do not want people to think I am just throwing around, but if it can give us some pride and pleasure as a Town. We are a pretty decent little Town.

Vote: Three (3) in favor, with Two (2) Opposed.

- b. To have the Selectmen discuss and possibly act on a contract to improve insulation and energy efficiency in the school

Mark Dyer: Motion to authorize the Town Administrator to engage in weatherization contract at the Island School.

Chris Rich: Second.

Vote: Unanimous.

- c. To have the Selectmen set a date for Town Meeting
Mark Dyer: Motion to set Annual Town Meeting for June 4th, 2011 at 9AM at the Island Hall.
Chris Rich: Second.
Vote: Unanimous.

5. New Business.

- a. To have the Selectmen discuss and possibly act upon hiring Sabasteanski and Associates to provide Human Resources training to the Town.
Mark Dyer: Motion to enter into contract with Sabasteanski & Associates for personnel and general business training and authorize the Town Administrator to expend up to \$5,000.
Donna Damon: Second with amendment "to include management, finance, personnel and Human Resources".
Mark Dyer: So moved.
Vote: Unanimous.
- b. To have the Selectmen hold public hearing, discuss and possibly act on a shellfish closure
 - i. The closure will be on the westerly shore of Chebeague Island beginning at Belesca's Wharf to Wilson's Wharf.
Eric Dyer: I cannot speak to this. You have some information in your packets.
Donna Damon: I have been attending the Shellfish Commission meetings. That area was designated on the last closure. The State has approved this closure.
Mark Dyer: Motion to accept the recommendation from the Shellfish Commission for the closure on the westerly side of Great Chebeague from Belesca's Wharf to Wilson's Wharf. To be consistent with State guidelines.
Eric Dyer: Its states in their recommendation closure will be until April 15th, 2013.
Chris Rich: Second.
Vote: Unanimous.
- c. To have the Selectmen hold public hearings, discuss and possibly act on any and all liquor licenses, special amusement permits, and catering permits
 - i. Chebeague Inn
Mark Dyer: Motion to approve Special Amusement, Victualer's Permits and Liquor Licensing for the Chebeague Inn contingent on inspections being completed by May 15th, 2011.
Donna Damon: Second.
Vote: Unanimous.
 - ii. Chebeague Boat Yard LLC
Mark Dyer: Motion to approve Special Amusement Permit for the Chebeague Island Boat Yard and/or The Niblic contingent on inspections being completed by May 15th, 2011.
Chris Rich: Second.
Vote: Unanimous.
 - iii. Slow Bell Café
Mark Dyer: Motion to approve Special Amusement Permit, Catering and Liquor License for Bittersweet and/or Slow Belle Café contingent on inspections being completed by May 15th, 2011.
Donna Damon: Second.
Vote: Unanimous.

Special Amusement Permit's continued:

- iv. Chebeague Island Hall.

Mark Dyer: Motion to approve a Special Amusement Permit for the Chebeague Island Hall & Community Center.

Chris Rich: Second.

Discussion: Donna Damon stated that the exits need better snow removal. The two side doors were blocked last winter. The concern is if the building needs to be evacuated quickly it could have a major problem.

Vote: Unanimous.

- d. To have the Selectmen discuss and possibly act on changes to off-season police coverage.

Mark Dyer: Motion to not authorize the winter contract for the up coming 2011/2012 year. The request is to leave the \$13,000 in the budget in a reserve account.

Donna Damon: Second.

Vote: Unanimous.

- e. To have the Selectmen discuss and possibly act on deeds related to the School House road property for CICA.

Board of Selectmen in unanimous agreement that all deeds will be signed as voted at Town Meeting that was held February 12, 2011.

- f. To have the Selectmen discuss and possibly act on an MOU between the Town and FEMA regarding the Risk Mapping, Assessment, and Planning (Risk Map) project.

Donna Damon: Motion to authorize the Chair of the Board of Selectmen to sign the Memorandum of Understanding with FEMA.

Mark Dyer: Second.

Vote: unanimous.

- g. To have the Selectmen discuss and possibly act on committee appointments.

Board of Adjustment & Appeals:

Theodore (Tad) Runge

Peter Rice

John Wilson

Milo Matrazzo

Nelson David Stevens

Mark Dyer: Motion to appoint slate as read.

John Martin: Second.

Vote: Unanimous.

Planning Board:

Jane Frizzell

Sandra (Sam) Birkett

Beth Howe

Ernest Burgess

Mabel Doughty

Charles Hall

Mark Dyer: Motion to appoint slate as read.

Chris Rich: Second.

Vote: Unanimous.

Committee appointments continued:

Coastal Waters Commission:

Nelson David Stevens
Michael Porter
Kevin Wentworth
George (Cap) Leonard
Kenneth Hamilton

Mark Dyer: Motion to appoint slate as read.

John Martin: Second

Vote: Unanimous.

Shellfish Conservation Commission:

Robert Earnest
Gary Ross
James (Brother) Ross
David Miller
Cecil Doughty
Alternate: Mac Passano

Mark Dyer: Motion to appoint slate as read.

John Martin: Second

Vote: Four (4) in favor, with one abstention.

Cemetery Committee:

Joan Robinson
Martha Hamilton
Beth Howe
Sylvia Ross
Gail Miller

Eric Dyer: I did get responses from Richard & Dianne Calder. They would be happy to be ex'officio as needed.

Mark Dyer: Motion to appoint slate as read as well as the Calder's being ex'officio as needed.

John Martin: Second.

Vote: Unanimous.

John Martin: Motion to appoint Board of Selectmen a liaison to each committee:

Planning Board: John Martin

Coastal Waters Commission: Mark Dyer

Shellfish Conservation Commission: Chris Rich

Cemetery Committee: Donna Damon

Board of Adjustment and Appeals: David Hill

Mark Dyer: Second.

Discussion: John Martin asked that letters be sent to all new and retiring people. Donna Damon discussed the terms for the individuals. Eric Dyer suggested meeting with each board and let them discuss and decide terms along with chairs.

Vote: Unanimous.

- h. To have the Selectmen discuss and possibly act on a request for formal approval of pre-existing lobster pound at Stone Wharf.

Eric Dyer: This item was withdrawn by the applicant.

- i. To have the Selectmen discuss and possibly act on regular hours for the Transfer Station.
Mark Dyer: Motion to accept hours of operation for the Transfer Station to be changed based on Day Light Savings Time.
Chris Rich: Second.
Vote: Unanimous.
6. Non-agenda items to be presented by Selectmen.
Claire Ross spoke on the need of a budget line for a Health/Wellness Program for Town Employees. We had one in the 2007/08 budget, but it has been removed.
7. Approval of prior minutes.
Mark Dyer: Motion to approve minutes from the March 2nd, 2011 minutes.
Chris Rich: Second.
Vote: Unanimous.
8. Approval of Expense Warrant.
Mark Dyer: Motion to approve Expense Warrant in the amount of \$301,501.37 dated April 13th, 2011.
Donna Damon: Second.
Vote: Unanimous.
9. Adjourn regular business meeting
Mark Dyer: Motion to closed the business portion of the meeting to move into Executive Session.
Chris Rich: Second.
Vote: Unanimous at 8:57PM.
10. To have the Selectmen enter into Executive Session to discuss a legal matter pursuant to 1 M.R.S.A. 405 (6)(E)
Donna Damon: Motion to enter into Executive Session at 9:00PM
Chris Rich: Second
Vote: Unanimous.
Mark Dyer: Motion to exit Executive Session.
John Martin: Second.
Vote: Unanimous at 10:30PM

Respectfully submitted by Susan Campbell, Town Clerk