

Town of Chebeague Island  
192 North Road  
Chebeague Island, ME 04017  
Minutes of Selectmen Meeting, February 8<sup>th</sup>, 2012

Present: David Hill, Mary Holt, Chris Rich, Herb Maine, John Martin and Eric Dyer.

1. Meeting called to order at 6:00PM.
2. Town Administrator Report.  
Eric Dyer spoke on the following issues:
  - Efficiency Grant
  - Wood Brush Area
  - FEMA Tree Hazard Tree Dropping Project
  - Finance and Budget
  - Personnel
  - Public Services
  - Purchase of a Teleconference Phone
  - Treasury Report
3. Public Comment.  
Donna Damon spoke on the Veteran's Memorial and the process of getting Chebeague Island Veterans on it.
4. Public Comment.  
Eric Dyer: Coastal Waters Commission will meet the fourth (4) Thursday of every month.
5. Old Business.
  - 5.A To have the Harbormaster discuss progress with the dredging process.  
Eric Dyer: Advised that Ron Tozier would like to delay the discussion until he has a chance to meet with the Coastal Waters Commission.
  - 5.B To have the Selectmen discuss and possibly act on the Law Enforcement training for the Harbormaster.  
**Mary Holt: Motion is to accept the recommendation of the Town Administrator that the Board of Selectmen authorize the Harbormaster/Shellfish Warden to begin Phase One of the pre-service program immediately with the expectation that he attend Phase Two classroom program this spring (April 23-May 04) and receive Phase Three supervision prior to July 1, 2012. The training recommendation is supported by the coastal Waters Commission and Shellfish Committee.**  
**Chris Rich: Second.**  
**Vote: Four (4) in favor, One (1) Opposed.**

5.C To have the Selectmen discuss and possibly act on the inclusion of a time donation policy in the Employee Handbook.

**John Martin: Motion to approve the recommendation that the Town Administrator has presented to us including 4.G as written.**

**Herb Maine: Second.**

**Mary Holt: I move that we remove or change vacation to sick time or add vacation/sick time.**

**Chris Rich: Second.**

David Hill: If there is nothing else we need to make two (2) votes. Let's vote on the amendment first. The amendment will revise the policy to say Vacation/Sick time.

**Vote on the amendment:**

**Three (3) in Favor with Two (2) Opposed.**

**Vote on the original motion:**

**Three (3) in Favor with Two (2) Opposed.**

5.D To have the Selectmen discuss a second draft of the FY 2012 Line Item Budget.

Eric Dyer: This is more for a discussion. We have workshops coming up for a full discussion. This is a chance for the Board to ask questions.

Herb Maine: This budget is around \$10,000 different that the last one.

Eric Dyer: We are trying to keep it flat or go down. The only difference is the increase in the Harbormaster wages. Last year we did have the issue in TRIO with the \$50,000.

David Hill: What are we shooting for zero or less?

Herb Maine: Yes.

John Martin: What I saw for 2011/2012 is not as transparent to people that are paying the tax bills. We are not going to know the mil rate until the Assessor plugs the numbers into his worksheet.

Herb Maine: Every year we have taken money out of the Undesignated Fund Balance and apply it to the budge to equalize the mil rate. Every time we do that we are masking an increase.

John Wilson: With no tax increase in four years, inflation has gone up. Theoretically our expenses have gone up. We therefore philosophically therefore are cutting services. We are not saving for the future we are cutting services or we had a tremendous slack in the budget.

Herb Maine: I do not want a big bump.

David Hill: I believe that is what John is referring to.

Eric Dyer: I am hoping it will be three (3) years. Right now we are saving fifty thousand dollars (\$50,000) for the next three (3) years to offset that debt bump we are going to have.

6. New Business.

6.A To have the Selectmen discuss and possibly act on the designation of a Board contact for employee grievances.

**Herb Maine: Motion to insert the word "Chairman of" into the policy Article 14 Paragraph One (1) Grievance Procedures.**

**Mary Holt: Second.**

**Vote: Unanimous**

6.B To have the Selectmen discuss and possibly act on a memo from the Road Plan Committee regarding a paving and road work proposal.

Beth Howe: The paving and road work will be on North Road from the Historical Building to the School House Road.

Mark Dyer: What we have done so far is to get three estimates to do North Road.

- Pike (hot mix) - \$450,000
- Lane/Sunrise - \$424,000
- Rampart Paving - \$281,000

Pat St. Cyr: Why is Rampart so cheap?

Mark Dyer: I have asked several Town Managers that and their response is that he is winning bids.

David Hill: Are the prices good for six (6) months?

Mark Dyer: I'm not sure I have that answer right now.

**Herb Maine: Motion to accept memo of February 01, 2012 as the Annual Road Plan.**

**Mary Holt: Second.**

**Vote: Unanimous.**

Eric Dyer: Left meeting at 9:05PM.

**Herb Maine: Motion to accept the schedule as presented for 2012/2013 paving project time frame. In which it implies the bid process, meetings and engineering.**

**Chris Rich: Second.**

David Hill: Do we need to be more specific? Is everyone comfortable that this will include putting it out to bid, putting both the road portion and engineering out to RFP. I would just go with the three we have working with, but that will be up to Eric.

**Vote: Unanimous**

6.C To have the Selectmen discuss and possibly act on a proposal for road maintenance engineering services from Pinkham & Greer.

David Hill: I believe we have taken care of this item in the discussion of item 6.B.

6.D To have the Selectmen discuss and possibly act on spring road weight limits.

**Herb Maine: Motion to restrict the weight on all town roads to less than 23,000 pounds.**

**John Martin: Second.**

**Vote: Unanimous.**

6.E To have the Selectmen set a date for a meeting with the Auditor and Municipal Staff to discuss financial reporting and best practices.

**Herb Maine: Motion to hold a meeting with the Auditors and Staff on March 7<sup>th</sup>, 2012 at 6PM at the Island Hall.**

**John Martin: Second.**

**Vote: Unanimous.**

7. Non-agenda items to be presented by Selectmen.  
None.

8. Approval of prior minutes.

**Herb Maine: Motion to approve Minutes 1/11, 1/18 and 1/28/2012 as written.**

**Chris Rich: Second.**

**Vote: Unanimous.**

9. Approval of Expense Warrant.

**Herb Maine: Motion to approve Expense Warrant in the amount of \$48,019.50 dated 2/07/12.**

**John Martin: Second.**

**Vote: Unanimous.**

10. Adjourn meeting.

**Mary Holt: Motion to adjourn meeting at 9:38PM**

**John Martin: Second.**

**Vote Unanimous.**

Submitted by Susan Campbell, Town Clerk.

