

Town of Chebeague Island
Minutes of Board of Selectmen Meeting
January 11th, 2012

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

1. Meeting called to order at 6:00PM.
2. Town Administrator Report.

Eric Dyer spoke on the following.

- Treasurer Report
- Energy Efficiency Grant
- Brush Dump area
- FEMA Hazard Tree Dropping project
- Finance Report & Budget
- Personnel
- Public Services projects

David Hill: Asked about the right of way at Pogie Shore and Town Audit.

Eric Dyer: I have not proceeded with discussion on Pogie Shore. The audit is on track.

Donna Damon: If the FEMA grant doesn't come through will the company come back and do any more work? A couple of meetings ago it was stated they would do work on Deer Point Road.

Eric Dyer: That remains to be determined. It would be easier if they got the extension. My understanding is that they would come back as it would only mean bringing back a couple of riggers and saws to do the work. They may need an excavator to help clean up.

3. Public Comment.

None

4. Committee Reports.

Mark Dyer (Road Committee): We have one more individual coming over to look at the roads. We will have a report shortly after the meeting.

5. Old Business.

5.A To have a discussion with the Assessor relating to long-term and short-term assessment tasks and services.

Bob Konczal: The assessing office has been doing its annual work which means making changes due to sales and putting information together for commitment.

The bigger picture is getting ready for a revaluation of the Town. The last evaluation was done in 2002 under the Town of Cumberland.

I have submitted a proposal to the Town for time frame of the revaluation within the next couple of years. The key element to a project like that is public participation. It is very important that the public has input. We need to discuss some kind of time frame.

David Hill: The last time we discussed the TRIO program being used to do this.

Bob Konczal: The answers are on the paper I have and will hand out. The TRIO program is well tested and is used in a lot of small towns.

David Hill: What about our staff?

Susan Campbell: I have worked a lot with Bob in the Assessment area of TRIO and it is fairly simple to use.

Bob Konczal: I am working on using Google Earth and distribute it on the internet. It will work by using icons.

Mary Holt: Will that be available to anyone?

Bob Konczal: Yes.

Old Business continued:

Herb Maine: What will be the first tax bill affected by the re-evaluation?

Bob Konczal: The fall of 2016.

Paul Belesca: How much do we have in reserve?

Eric Dyer: \$56,500.

Bob Konczal: This is a suggested calendar. We need to have sufficient time to get the information into the software. Have public hearings. Make sure it's not a rush job.

Paul Belesca: So what you have described is the front end of the project.

Bob Konczal: Yes. If we get the work done faster it may change the date that we move ahead.

Paul Belesca: The implementation of 2015 could happen sooner.

Bob Konczal: Yes. Another thing I want to mention is in order to reevaluate properties you are suppose to use sales that have occurred as a basis. If you do not have reasonable sales it is hard to assign values.

Donna Damon: The last re-evaluation was full of inconsistencies. We tried to get these fixed, but no one would listen.

Mary Holt: I think it's important that people know what is going on. How rooms in their home can be looked. We also need to clarify waterfront property. Is it that you have it, see it and can use it?

David Hill: Our task here tonight is to except the Assessors recommendations.

Herb Maine: Will we be remapping?

Bob Konczal: No, only the areas that needs it.

David Hill: What so you think will work best, reporting to the Board or having a sub-committee?

Bob Konczal: I think having a small sub-committee to discuss things with and then come to the Board.

Herb Maine: I think we need a task force that will meet regularly. Make sure that the Board is informed as things move forward. We have not allocated any money at town meeting. That would be the first step before we spend any monies out of that fund.

David Hill: That's true. It should be the first step.

Bob Konczal: The reason for this discussion tonight is to find out how the Board wants to proceed. If you want to move ahead I will start putting together some numbers.

Mary Holt: Motion Adopt this process in concept and to task the Assessor to return action steps of cost and timing and bring it to the next Town Meeting.

Herb Maine: Second.

Discussion:

John Martin: I am reading the agenda and I think we are getting a little ahead of ourselves. The reason I say that is I am really sensitive to this topic. I know how much of a discussion it was before July 2007. I just not sure that everyone is ready for the discussion. My purpose for reading the agenda I am wondering if it had been a little more specific to the Selectmen Board considering a re-Val that we would have had a little more participation.

Herb Maine: I was headed in the same direction. That it is not specific.

David Hill: This is more of a discussion. It will be more of a discussion as we move forward and I agree that the agenda should have said "possibly act on".

Vote: Four (4) in Favor with One (1) Opposed.

Old Business continued:

5.B To have the Selectmen discuss and possibly act on a request for shared building maintenance from the Chebeague Transportation Company.

David Hill: We received an email from CTC. We have hired a contractor to put siding on the freight shed. The cost is \$1,150. We are asking that the Town pay half of it.

Herb Maine: Wasn't there another item similar to this?

Eric Dyer: Yes, it was lighting on the wharf and freight shed. I handled that as a maintenance issue so it was brought before the Board as a budget item in the warrant, but it was not brought up for discussion at that point.

David Hill: I just want to say it is a pleasure to have the new windows, door and see repairs being done to the building.

Herb Maine: If we are going to be part of these projects, we need to know before the projects are done. Coming after the fact for the costs should not happen.

David Hill: This was not exactly after the fact. There was an informal discussion.

Herb Maine: I think the Town does enough by maintaining the float system. I think they need to talk to us before the work is done.

John Martin: Herb mentioned something that is my question. I saw an email in reference to the wharf and an amount of around fourteen (14) to fifteen (15) thousand dollars.

Eric Dyer: We paid \$14,926.00 for the wharf reserve and it will go up four (4) percent every year.

Donna Damon: It's not just for repairs it is for replacement of the wharf.

John Martin: Is that a shared expense?

Eric Dyer: No it is not. It is split with Yarmouth 80/20. We are the eighty.

Eric Dyer: Technically the shed is part of Yarmouth. There is a lot of question on who pays for what. I did talk to Carol and that we should be more involved in things before hand if we are going to contribute.

Paul Belesca: My opinion is that a proposal of the cost and scope of the work before you move forward and act on it. I do not believe that it is appropriate for anyone in this town to say we have done this work and want you to pay a portion of it.

Mark Dyer: Was the process that Paul just stated done?

David Hill: No there was no formal presentation. I believe it was discussed during the turnaround project.

Mark Dyer: I believe I was on the Board when this was discussed. That is Yarmouth's wharf and freight shed. I agree with what Paul and Herb have said. CTC should have come to the Board with a proposal.

Mary Holt: Motion to pay half of the \$1,150. The amount will be \$575.00.

John Martin: Second.

Vote: Unanimous.

Eric Dyer: Before we move on is there any objection to me paying this out of the Miscellaneous Mainland Account?

Mary Holt: Motion to pay the \$575 out of the Miscellaneous Mainland Account.

Herb Maine: Second.

Vote: Unanimous.

5.C Ordinance Review Committee.

5.i Traffic Ordinance Revision (second reading)

Herb Maine: The document I just handed out is the same as the last time you saw it except with one change which is that we go back to the twenty four hours (24).

David Hill: This was passed as a Selectmen's Ordinance?

Herb Maine: Yes.

Ordinance Review Committee continued:

Mary Holt: We should consider a two day voucher as there may not always be a taxi service.

David Hill: So what you are asking for is that someone could go to the Town Office and pay for a voucher and leave it on their dashboard.

Mary Holt: Yes, something like that.

Donna Damon: Since the Town started issuing parking tickets there has been very little problems on the Stone Wharf. Amos & Louise should be commended for the work they do.

Mark Dyer: I have taken comments that the Stone Wharf is more usable. I have also taken comments from individuals that the twenty five (25) hours do not work for them. What do you use for a basis to rip up a ticket?

Eric Dyer: It all depends, if they have a good reason.

Mark Dyer: What if an individual came to you and said I couldn't get back last night I got a ticket and I do not like this.

Eric Dyer: I would up hold the ticket. If they said it was twenty three hours and they (parking attendant) came early one day and late the next I would probably take it as a valid reason. Herb has taken care of eighty percent of the problem by putting it back to twenty four (24) hours.

Susan Campbell: We should always look at doctor appointments and weather.

Mary Holt: Motion to adopt it.

Chris Rich: Second.

Vote: Four (4) in favor with One (1) Opposed.

6.A To have the Selectmen discuss a first draft on the FY 13 Line Item Budget.

Eric Dyer: This is a first draft so I do not want to go into a long discussion.

Eric Dyer: We are looking a few reductions in Solid Waste and Public Services.

I would like to set this up as a reserve account that rolls ahead every year.

Eric Dyer: I reduced the Selectmen Contingency by \$5,000.

Eric Dyer: The one thing we should discuss if the significant increase that we need to discuss is the wages for the Harbormaster/Shellfish Warden. We started off this process four years ago with an hourly position, moved to a salary position that was three quarter time. We have gone back to an hourly position. We have expectation of a three quarter time position; it has been stated by the community and has been what has been worked in the past. We are transitioning as we were advised by our attorney and again expected by the community to be a three quarter hourly position. It will be around \$31,000. So there is a significant increase in that department. One complicating thing is he is our Code Enforcement Officer as well. If we do not carefully watch these rolls we could have over forty hours in that position. If you have one person doing two jobs the overtime is an average of the two wages so his overtime would be \$25 (twenty-five) an hour. Do we want to budget that or not. We could cut down on weekday hours, but these are things to discuss this during the budget process.

Most departments are staying the same.

David Hill: Any questions? This is the first time we have seen this budget.

John Martin: I have seen that Municipalities need to take a close look at their General Assistance Program. I think we should look at ours. Things can change for folks.

Eric Dyer: It is a discussion we need to have. We are underutilized. Maybe we can discuss this with other entities so that we can find out how to help in the assistance the community.

David Hill: I would encourage that.

Mark Dyer: The first glance at this it is down \$40,000.

Eric Dyer: Yes that about right.

New Business continued:

Herb Maine: We haven't set or discussed any goals yet.

Eric Dyer: I have approached to providing the same or better services for a lower cost. I also heard John's statement of the interest of returning to the lower tax rate and we can do that through efficiency. My approach is to stay the same or improve.

Eric Dyer: One more piece to this is Law Enforcement. We have a reserve for this until we decide what we want to do. I think there is a feeling that the summer service should be maintained. That is reflected in budget up about \$1,000. Winter service is not included. I haven't really seen much of a response from the public of any kind of not having someone hear in the winter months. The one piece we may want to consider if we train our Harbormaster in law enforcement. Do we want to send more than one person to training? I do not have the time to put into the research of sending someone or more than one person to the academy.

6.B To have the Selectmen discuss and possibly act on a revision to the Solid Waste Facility Policy – Operating Rules and Regulations.

Eric Dyer: We have an ongoing problem with compliance. Currently the system does allow for people to dispose of any waste regardless of whether they have outstanding fees or not at the Transfer Station. A lot of people pay their fees on time or when they drop their items off. We need a policy for collection of fees. It adds to the administrative costs to send out notices. The recommendation is to make a change to the Solid Waste Facility Policy. It would do one of two things. One is to restrict people of just dropping things off without paying for them. Two is to restrict people from dropping things off if they owe an outstanding balance. Implementation is to vote to change this.

Eric Dyer: What I would like to move towards is a punch card system. That is prepaid option. The card would have denominations. This is my recommendation to the Board.

Herb Maine: I do not have a problem with the first recommendation, but the second sentence is a slippery slope. I would be happy if we checked with MMA on that.

Eric Dyer: both?

Herb Maine: No, just the second.

Herb Maine: Motion to approve changes with MMA approval.

John Martin: Second.

Vote: Unanimous.

Mary Holt: Motion to direct Town Administrator to move to implement punch card system.

John Martin: Second.

Vote: Unanimous.

7. Non-agenda items to be presented by Selectmen.

David Hill: Reminder of Town Administrator review form and the need of a draft of a contract.

David Hill: Island Institute has offered \$5,000 to Chebeague.net, but cannot send it to a for profit company. Eric will check with MMA on maybe the Town accepting it and moving it on to Chebeague.net.

Eric Dyer: I would like to recommend William (Bill) St. Cyr as the Public Services third person. With no objections the Board accepted the recommendation.

Eric Dyer: I have had a request from Town Employees on the development of a policy to share sick time. Eric will work with John Martin on this.

8. Approval of Prior minutes.

Herb Maine: Motion to approve minutes of December 14th, 28th and 31st.
Chris Rich: Second.
Vote: Unanimous.

9. Approval of Expense Warrant:

John Martin: Motion to approve Expense Warrant in the amount of \$44,344.50.

Mary Holt: Second.

Vote: Unanimous.

10. Adjourn meeting.

Herb Maine: Motion to adjourn at 8:53PM.

John Martin: Second.

Vote: Unanimous.

Respectfully submitted by Susan Campbell, Town Clerk.