

Town of Chebeague Island  
192 North Road  
Chebeague Island, ME 04017

Minutes of Selectmen Meeting  
Wednesday, November 30, 2011 at 6:00PM at the Island Hall

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

1. Meeting called to order at 5:55PM.

David Hill: Advised he will be out of town on December 14<sup>th</sup>, 2011.  
We need to fill the Vice-Chairman seat that is empty due to resignation.  
**Chris Rich: Motion to nominate Herb Maine as Vice Chairman.**  
**John Martin: Second.**  
**Vote: Unanimous.**

2. Public Comment.  
None.

3. Old Business:

- 3.A Discussion of Harbormaster/Shellfish Job Description.

David Hill: In your packet you will find a copy of the revised job description of the Harbormaster/Shellfish Warden.

- Nature of work: Sections #1 & #2 approved by Board of Selectmen.
- Job Responsibilities:

David Stevens: Coastal Waters Commission recommends striking the line "Directs boat traffic within the waters of the town".

Eric Dyer: Why the strike out?

David Stevens: It is covered in other places within the document.

Edits approved by Board of Selectmen.

Herb Maine: Requests that Harbormaster/Shellfish Warden keep a log and that the Coastal Waters Commission try to set regular meeting dates.

David Stevens: The Commission will set regular meetings dates as soon as possible. Right now they are holding meetings so to catch up on work that needs to be done.

Eric Dyer: Does the Shellfish Committee hold regular meetings?

David Stevens: No, they meet when needed.

David Stevens: In regard to Vessel Assistance. Cap Leonard is concerned about liability issues. The town needs to develop a policy and not have it addressed in the job description.

**Herb Maine: Motion to accept Harbormaster/Shellfish Job Description as edited.**

**John Martin: Second.**

**Vote: unanimous.**

3B Discussion of Harbormaster/Shellfish Warden Position and hiring process.

David Stevens: Eric can you give us the dates to be used as a guideline.

Eric Dyer: Applications are due on December 2<sup>nd</sup>, 2011. We will hold a review before Dec 7<sup>th</sup>. The review committee will be one person from each of the Coastal Waters Commission, Shellfish committee, Aquaculture Committee and the Town Administrator. Interviews will be held after that process and then it will go to the Board of Selectmen on December 14<sup>th</sup>. Hopefully we will have an appointment on December 19<sup>th</sup>.

Leila Bisharat: This was done without a job description?

Eric Dyer: The letter enclosed with the advertisement clearly stated that the job description was under review.

Ken Hamilton: It's my opinion the Coastal Waters should make the recommendation to the Town Administrator. The Commission should meet with all candidates not just one of the members.

Eric Dyer: I think one member from each group should be at the interview. The interview team should only be five individuals.

Mary Holt: Has anyone thought of having written questions to give to each applicant?

Eric Dyer: I will work on that. It's a good idea.

Mark Dyer: Have the committees or commissions chosen their representative? How would this process be done?

Eric Dyer: The committees or commissions are very well advised of this process.

Mary Holt: I will volunteer to be the representative from the Board of Selectmen.

4. Non-agenda items to be presented by Selectmen:

Ernie Burgess asked David Hill if he could ask a question.

David Hill advised Ernie to go ahead.

Ernie Burgess: Just to remind everyone that there is a hearing on December 19, 2011 at 11:30AM at the Island Hall in regard to the kelp farm application in the area of Indian Point. My question is they want to have a meeting about gathering the information. I was advised that I could attend a meeting with Paul Dobbins and Eric. If Eric would let me know when the meeting is going to take place and the passing of the information goes through I would like to attend.

Eric Dyer: Just so everyone knows we received a Freedom of Information Access request for information pertinent to the development of a mooring field in the vicinity of Indian Point. We will be looking for all the information and I will let Ernie know when the meeting will be held.

5. Approval of prior minutes.

All prior minutes will be approved at the December 14<sup>th</sup> meeting.

6. Adjourn meeting.

Herb Maine: Motion to adjourn.

Chris Rich: Second.

Vote: Unanimous.

Meeting adjourned at 7:03PM

Respectfully submitted by Susan Campbell, Town Clerk.