

Town of Chebeague Island
Minutes of the September 14, 2011 Regular Meeting
of the Board of Selectmen

Present: David Hill, Chris Rich, Herb Maine, John Martin, Mark Dyer & Eric Dyer

1. Meeting called to order at 6:00PM.
2. Town Administrators report.

Eric Dyer spoke on the following:

- Committee meetings
- Public Service Projects
- FEMA Projects
- Hamilton Beach Project
- Annual Audit

Discussion on Annual Audit: Eric Dyer advised that he had received a letter from the Town's auditors Berry-Talbot-Royer in response to his request to have help in bank reconciliation. In this letter he was advised that for \$5,600 they would reconcile the bank statements from July 2010 to June 30, 2011.

Mark Dyer: Motion authorize the Town Administrator to spend up to but no more than \$5,600 out of Contingency Line item of the budget to contract with Berry-Talbot-Royer to help with the bank reconciliation.

Chris Rich: Second.

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

Phil Jordan spoke on the meeting held at the Hook with Eric Dyer. Phil advised that members of the Island Trust and Indian Island Company were present. He spoke of the need of help from the Town on several issues.

Bev Johnson: Advised the Board of the meeting September, 25 with CICA with the Aquaculture Committee at 9AM at the Island Hall. This meeting will be a discussion on aquaculture leases within town waters.

Carol White: Asked that the audit be on time. This request is due to the schools needs to file for subsidies. The State requires a copy of the town's audit.

John Wilson: Stated if we need help with the FEMA Project of removing wood debris to ask. He would be willing to give some time.

Carol White: Thank you to the Town of helping in the well project at the school.

Carol White: Asked about if we had any information on refinancing the Towns debt.

3. Public comment:

None.

4. Committee Reports.

- Aquaculture Committee:

Carol advised that the Town will be sending a request to the State for a hearing. CICA and the Aquaculture Committee have put together an informational meeting.

She asked if the Town could get a listing of all Lobstermen on the island as well as Commercial Clam Diggers.

Ken Hamilton: Call Jeff Putnam for the Lobstermen listing as he is the representative for this area.

Herb Maine: We have two applications. One is for Jewells Island and one for Chebeague.

Carol White: We have asked that we be advised of any aquaculture applications within Casco Bay.

- Capital Planning and Finance Committee:

John Wilson advised that they have set the third Wednesday of every month to meet. We are working on getting an inventory of all Town assets, looking at Capital Accounts.

In regard to the refinancing issues, he has spoken to the Town's bond councilor Jim Saffian and we are not in a position to refinance our bonds.

- Coastal Waters Commission:

Eric Dyer: We have disagreements on a few issues. At the last meeting they discussed wording for language changes in the ordinance. We are not in agreement of details and responsibilities.

Mark Dyer: As about what will be happening with the dredging permits for the Stone Wharf. Our permits must coming to the end of the ten (10) year permit. We cannot wait on this. We need to start the process as soon as possible.

Herb Maine: We had a lot of discussion and questions of functionality between Coastal Waters, Aquaculture Committee, Shellfish Commission and the Harbormaster. Maybe a work shop meeting is needed.

Herb Maine: Motion to hold a Workshop on 9/28/2011 at 7:00PM at the Hall and invite all members of the Coastal Waters Commission, Aquaculture Committee, Shellfish Conservation Committee, Harbormaster and Town Administrator to discuss the current ordinance review effort and request that John Wilson facilitate the Workshop.

Mark Dyer: Second.

Vote: Unanimous.

Carol White: Asked that any handouts be available to all committees to do with the new ordinance.

Herb Maine: This will be a discussion on the new ordinance

Ken Hamilton: Going back to when Mark spoke on the dredging. Claire Ross had spoken on this at a few meetings. Do you have any of that information?

Eric Dyer: I will have Ron Tozier look into this.

- Other Committees:
None present.

5. Old Business.

5.A To have the Selectmen discuss a draft contract with Chebeague.net.

Eric Dyer: The best solution is to have a contract so that Chebeague.net can receive some kind of compensation. This draft has been reviewed by the Town attorney and they made a few minor adjustments. I am very comfortable with this contract.

John Martin: Thanks to everyone for all the work. I feel this document is nothing more than what was presented at the last meeting.

David Hill: This is a vehicle to get it done.

Herb Maine: I would like to see a couple of revisions. One is support of 501C-3's needs to be clearer, twenty five years and not fifty years. I see that the Town has the option of cancelling this contract at anytime, but it really doesn't matter as the \$25,000 has been given to Chebeague.net and cannot be prorated.

David Hill: All this is, is a draft to go to Town Meeting.

Herb Maine: Motion to create warrant article for the next town meeting to incorporate Chebeague.net and the Town of Chebeague contingent of final negotiations.

Mark Dyer: Second.

Mark Dyer: Would like to see twenty five years and not fifty, starting date is now and not 2007 and 501C-3's clearer.

John Martin: Where is this money coming from?

Eric Dyer: We would take it out of the Undesignated Fund Balance.

John Martin: I know we are looking at other expenses out of the Undesignated Fund Balance.

Vote: Unanimous.

5.B To have the Selectmen discuss and set the date for a follow-up Selectmen Retreat.

Eric Dyer: Suggested Saturday, Oct. 22, 2011.

David Hill: At the Yarmouth Town Hall?

Eric Dyer: I was hoping to hold this on island.

David Hill: Nine to Noon, Saturday here at the Hall?

Herb Maine: Motion to hold a Workshop to discuss town priorities Oct. 22nd, from nine until noon at the Hall.

Chris Rich: Second.

Mark Dyer: Will we be able to rap things up in three hours? I find this building good for Selectmen meetings, but can't come up with new ideas. I am not trying to hide anything from the public, but I need to be convinced that we can do the work in that amount of time. We have discussed and written thing down. We need action not just talking. I may be here, but it's not my first choice.

Herb Maine: What do you need to see?

Mark Dyer: What's being done from the first meeting?

Herb Maine: I will withdraw my motion.

David Hill: We can revisit the August meeting notes.

John Wilson: Offered his log cabin for a meeting location.

Mark Dyer: I still do not think three hours is long enough.

Mark Dyer: Motion to hold a Workshop/Selectmen Retreat Oct. 22nd, 2011 from 8AM to 2PM at John Wilson's lodge.

Herb Maine: Second.

Herb Maine: Who will run the meeting, Carol Sabasteanski?

Eric Dyer: Yes and maybe we can find an on island mediator.

Vote: Unanimous.

5.C Ordinance review Committee:

i. Dog Control Ordinance (third reading):

Herb Maine: Motion to move forward to Town Meeting.

Mark Dyer: Second.

Vote: unanimous.

ii. Capitalization Policy (first reading):

John Martin: Motion to move forward to Second Reading.

Mark Dyer: Second.

Vote: Unanimous.

iii. Amusement Ordinance Discussion.

John Wilson: Need some direction on how to handle this.

I do not know what we are looking for. Who or what do we want to cover. Is it noise, behavior, hours, parking what do you want to accomplish?

David Hill: Does this include a large gathering or anything with alcohol.

Mark Dyer: I have had people ask me about a noise ordinance state. I have talked to other towns that have noise ordinances. Noise ordinances are hard to enforce. This is something that should be considered for the neighbors. I'm sure people if it was night after night would complain.

John Wilson: Thank you for the discussion and I will come back to the Board after this discussion with something.

6. New Business:

6.A To have the Selectmen discuss and possibly act on Parking Lot Striping and Marking Bids.

Eric Dyer: Bids from the following:

- Chris Olsen from Stripes Pavement Markings & Signs: \$1,200.
- D&D Sealcoating: \$900.00
- Black Dawg Sealcoat of Mid-Maine: \$1,550.

David Hill: The bid from Black Dawg looks like it has more of the crack sealing in it. Not just the striping.

Eric Dyer: The crack sealing is a separate piece. The \$1500 is just for striping.

David Hill: Does the \$1500 include barging?

Eric Dyer: The fees unless stated otherwise include all labor, materials, equipment and transportation.

Mark Dyer: Motion to authorize the Town Administrator to enter into an agreement with D&D Sealcoating to do the striping of the Stone Wharf, Chandlers Cove, Public Safety Building and any additional striping necessary. Not to exceed \$1,000 in total cost.

Herb Maine: Second.

Discussion:

Herb Maine: Will you crack seal before doing the striping?

Eric Dyer: Yes.

John Martin: D&D Sealcoating does to crack sealing?

Eric Dyer: Yes.

John Martin: So it would make sense to have them do both?

Eric Dyer: Yes.

Eric Dyer: It is my recommendation that the Board authorize up to \$10,000 for crack sealing. This would cover parking lots and South Road.

Mark Dyer: Where would the money come from?

Eric Dyer: The Capital Reserve, the \$150,000 we have set aside for roads.

Mark Dyer: Can we take it out of the Capital.

Eric Dyer: This could be seen as a maintenance issue it is part of a larger pavement management plan which in my mind is a capital category.

Mark Dyer: Do we have the authority to spend to spend that where it is designated for pavement?

Herb Maine: I believe we do.

Mark Dyer: Can I rescind my original motion?

David Hill: Yes.

Mark Dyer: Motion to authorize the Town Administrator to spend up and no more than \$10,000 (ten thousand-dollars) from the Capital road budget line to do the striping necessary in the town as well as, as much crack sealing to parking areas and South Road that can be done. Also, to authorize the Town Administrator to spend up to and no more than \$1,000 (one-thousand-dollars) from the Cross Walk budget line for striping.

Herb Maine: Second.

Discussion:

Eric Dyer: One of the things suggested that if we provide the transportation to get them around the island to do the striping part.

David Hill: Absolutely I thought it was part of it.

6.B To have the Selectmen discuss and possibly act on crack sealing estimates.

See above discussion as it became one item.

6.C To have the Selectmen discuss and possibly act on the selection process for brush and wood debris chipping bids (bids are due September 16).

Eric Dyer: No firm bids yet. Only one site visit by Affordable Well Drilling. I would like to make a decision on Monday or Tuesday as I will be away the rest of the week.

David Hill: What we can do is to give the Town Administrator to use his best judgment.

Mark Dyer: We have \$10,000 budgeted.

Mark Dyer: Motion to give the Town Administrator the authority to spend up to \$10,000 (ten thousand – dollars) limit.

Herb Maine: Second.

Vote: Unanimous.

6.D To have the Selectmen discuss the FY 2012-2013 budget process.

Herb Maine: Motion to direct the Town Administrator to draft a policy statement that including at least the following chronological process:

- 1) **Meet with CPFC and develop priorities and a target budget.**
- 2) **Meet with Town Administrator to develop an operations budget.**
- 3) **Request to meet with School Committee to see if the School and Town budgets are consistent and non-overlapping.**
- 4) **Meet with the Assessor and Town Administrator, determine estimated valuation and revenues.**
- 5) **Refine, finalize warrant for the annual town meeting.**

Mark Dyer: Second.

Vote Unanimous.

6.E To have the Selectmen set the date for a Special Town Meeting.

Mark Dyer: Motion to set Saturday, November 19th, 2011 at 9AM for a Special Town Meeting at the Island Hall. Warrant items to be determined.

Herb Maine: Second.

Vote: Unanimous.

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

David Hill: Spoke on the clearing going on around the Blanchard Parking Lot.

Asked that Eric Dyer talk to Nate Tupper as we have legal rights to obstruction of use.

8. Approval of prior minutes.

Mark Dyer: Motion to approve prior minutes of August 17, 2011 as written.

John Martin: Second.

Vote: Unanimous.

9. Approval of Expense Warrant.

Mark Dyer: Motion to approve Expense Warrant dated 9/14/2011 in the amount of \$61,056.59.

Chris Rich: Second.

Vote: Unanimous.

10. Adjourn meeting.

Mark Dyer: Motion to adjourn at 9:00PM

John Martin: Second.

Vote: Unanimous.

Respectfully submitted by Susan Campbell, Town Clerk.