

Town of Chebeague Island
Minutes of the Board of Selectmen Meeting
February 9th, 2011 at 7:00PM
Chebeague Island Hall & Community Center

Present: David Hill, John Martin, Chris Rich, Donna Damon, Mark Dyer & Eric Dyer.

1. Meeting called to order at 7:02PM.

2. Town Administrator Report.

Eric Dyer reported on the following:

- Training
- Payroll Process
- Trio System
- Committee Work
- FEMA Projects
- Energy Efficiency Grant
- Stone Wharf Project
- Budget Process

Mark Dyer: Motion to hold two (2) Budget Workshops. To be held March 12th at 8:30AM at the Public Safety Building and March 16th at 7:00PM at the Island Hall.

Chris Rich: Second.

Vote: Unanimous.

3. Public Comment.

Beth Howe passed out the Comprehensive Plan for the Town of Chebeague Island. There will be a Workshop Meeting of the Comprehensive Plan Committee and the Board of Selectmen, February 16th, 2011 at 7PM at the Hall to discuss the plan.

4. Old Business.

Herb Maine presented first readings on the Solid Waste Ordinance, Building Codes and Licensing and Permits.

Solid Waste Ordinance:

Mark Dyer: Motion to send the Solid Waste Ordinance to second reading.

Donna Damon: Second.

Vote Unanimous.

Building Codes: Adoption and Enforcement - tabled until future meeting

Licensing and Permits:

Mark Dyer: Motion to take recommendation to repeal Licensing and Permits Ordinance as it is and will be written into other ordinances. This will be moved to Town Meeting due to the recommendation of repealing an existing ordinance.

Chris Rich: Second.

Vote: Unanimous.

4.B Appointment of Joint Standing Committee Members and Alternate.

Donna Damon: Motion to nominate Mark Dyer and John Martin to the Joint Standing Committee. Donna Damon will serve as Alternate.

Chris Rich: Second.

Vote: Unanimous.

4.C Discussion of February 12th Special Town Meeting.

John Martin asked why the discussion when the warrant was set for Town Meeting. Eric Dyer advised that he had added it just in case something needed to be discussed prior to the meeting. The Board was in full agreement that no discussion was needed.

5. New Business.

5.A Discussion of Annual Report scope and topics.

Eric Dyer discussed the need to issue an Annual Report. He had been in discussion with the Historical Society and how maybe we can combine the two together.

Mark Dyer: Motion to move ahead with the Annual Report

Chris Rich: Second.

Vote: Unanimous.

5.B To have the Selectmen discuss and possibly act on a Selectmen's Policy for Non-Residential Commercial Shellfish License Application and Issuance.

Motion: Motion to move Selectmen's Policy with amendments to second reading. Date to be determined.

Donna Damon: Second, contingent on a review by the Shellfish Commission.

Mark Dyer: Okay with addition/amendment.

Vote: Unanimous.

5.C To have the Selectmen discuss and possibly act on a statement regarding municipal plowing at non-profit facilities.

Mark Dyer: Motion to approve the statement on municipal plowing.

Donna Damon: Second.

Discussion:

John Martin: This is for plowing only?

David Hill: Yes.

Herb Maine: How did you arrive with that list?

David Hill: It involves only buildings with municipal connections.

Vote: Unanimous.

5.D To have the Selectmen discuss and possibly act on the implementation of "Rapid Renewal" for motor vehicles.

Eric Dyer: Advised that the implementation of Rapid Renewal would involve the purchase of a computer module for the computer system and the loss of agent fees to the State. He advised the Board at this time it would not be a wise move for the Town.

Susan Campbell: Stated that Rapid Renewal does not work with Island Use Registrations. The only vehicles that can use this process is ones that have license plates.

John Martin: If you had the choice of adding or not adding this service what would be your recommendation.

Susan Campbell: Due to the possible reduction of our agent fees and the cost of the additional software I would not recommend it at this time. We can look at it again in the future.

The Board of Selectmen took no action on this item at this time.

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

Mark Dyer: We need to look at Committee assignments, status of members, individuals and put out a notice for letters of interest.

Donna Damon: We need to send thank you letters to all parties involved the day of the Debra Lee fire.
Susan Campbell: Suggested a donation to the Town of Long Island for their time, fuel and use of Engine Three. We are very luck to have them available not only for mutual aid, but they transport the Cumberland County Sheriff when needed.

Donna Damon: Motion to send a donation to the Town of Long Island in the amount of \$100.

Chris Rich: Second.

Vote: Unanimous.

Donna Damon: Suggested the Town look for a new auditor.

7. Approval of prior minutes.

Mark Dyer: Motion to approve minutes of January 19th, 2011.

Donna Damon: Second.

Vote: Unanimous.

8. Approval of Expense Warrant.

Mark Dyer: Motion to approve Expense Warrant in the amount of \$66,536.82

Donna Damon: Second.

Discussion: Eric Dyer asked that an invoice be added in the amount of \$6,150 to Casco Bay Insulation so that the work under the Energy Efficiency Grant can start.

Mark Dyer: Motion to amend the Expense Warrant to show the addition of this invoice.

Donna Damon: Second.

Vote: Unanimous.

Discussion held on cell phone reimbursements to employees.

Mark Dyer: asked the amount of reimbursements.

Susan Campbell: We issue a \$25 monthly reimbursement.

Mark Dyer: asked how we process mileage reimbursements.

Susan Campbell: We issue mileage reimbursements by individual Purchase Orders. The Parking Attendant is reimbursed on a monthly basis.

Eric Dyer: asked the Selectmen for a motion on how to handle the cell phone reimbursement.

John Martin: Motion to reimburse employees \$25 monthly for use of cell phones.

Chris Rich: Second.

Vote: Unanimous.

Eric Dyer: We can take up the issue of mileage reimbursement during the budget process.

Eric Dyer: Advised the Selectmen that the IMCA Retirement Town match was fixed to be 3 ½% as stated in the Personnel Policy.

Eric Dyer: Asked the Board of Selectmen out of what account the Town should pay a Maine Municipal Association invoice in the amount of \$ 6,786.94 for their involvement in the executive search of the new Town Administrator.

Mark Dyer: Motion to pay invoice out of Contingency Account.

John Martin: Second.

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

9. Adjourn meeting.
Chris Rich: Motion to adjourn at 10:04PM.
John Martin: Second.
Vote: Unanimous.

Respectfully submitted by Susan Campbell, Town Clerk.