

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Thursday, August 19, 2021 @ 5:30 PM

MINUTES

Members Present:

Chair Gabe Pendleton, Vice Chair Shey Conover, Melissa Burns, Lauren Bruce, Phil Seymour

Others Present:

Town Manager Janet Anderson, Craig Olson, John King, Ken Smith, Fred Porter

VIA ZOOM: Jennifer West, Jesse Burns, Neil Hoffman, Christine Robb, Joe Kaminski, Murt Durkee, Melissa Jagger

Call to Order: Chair Pendleton called the meeting to order at 5:30 PM and a quorum was established.

MOTION BY P. Seymour, seconded by L. Bruce, to approve the minutes of August 5, 2021. Motion passed 4 yes, 0 no (S. Conover was not yet present).

FERRY UPDATE

John King gave an update: The Ferry Advisory Board formed a finance subcommittee about 2 years ago. That committee recommended consideration that the replacement schedule of the aging fleet be accelerated in light of the infrastructure legislation that presumably will get passed. In order to speed things up John would like to come up with a box-holder questionnaire featuring areas of concern: What are the features of the Margaret Chase Smith that you like/do not like; what would you like/not like to see in the new vessel etc.? Lauren will work with John to create a questionnaire to bring before the board for approval. The next meeting of the Ferry Advisory Board is September 16th.

SEA LEVEL RISE

They, Lauren and Sue Stafford met with a couple members of the Pen Bay group a couple of weeks ago to talk through some specific resources that they can offer to the committee.

UPCOMING MEETINGS

- Planning Board: September 13th.

TOWN MANAGER REPORT

Scanned Items:

- Agenda 8/19/21
- Minutes of 8/5/21 Regular Meeting
- Info from Ken Smith on “Big Tree Beach Improvements” 8/10/21.
- 8/13 DRAFT Holiday Pay policy amendment from Alyssa Tibbetts
- 8/16 letter from Jon Carman, DHWWTF Licensed Operator
- 8/6 letter from Waldo County Commissioners regarding \$20,000 to be given to each municipality in Waldo County out of American Rescue Plan Act (ARPA) funds.
- Warrant #4 and recap.

CORRESPONDENCE

- 8/19 email from Thomas Bair inquiring into building a new hangar at the Airport and what the process might be. Janet will provide the board with the Master plan for the Airport and will check with Stan Makara who chairs the Airport Committee to see what their recommendations are. There is a question on whether or not there is enough space as the current hangars got a waiver to allow them to be that close to the landing strip.

Janet reports that the town has signed a contract with a new Ambulance Billing Service, Medical Reimbursement Services (MRS) out of Windham.

OLD BUSINESS

1. Big Tree Beach Improvement Planning. Ken Smith spoke about the 2 proposals provided. Earl MacKenzie will oversee the swim float, ramp and bulkhead which will be designed by Tom Fowler. There is a plan to have an Engineering group of five students from the University of Maine to assist in developing a plan for use for the development of Big Tree Beach and parking which will be important to the swim program. *See Addendum for more information.
2. Holiday Pay: DRAFT policy amendment. This was brought up at the last meeting. The draft from Alyssa Tibbetts needs some adjustment as it does not specifically address the issue of holiday pay if it is not a regularly scheduled work day. Will table for now awaiting final DRAFT from Alyssa Tibbetts

NEW BUSINESS

1. Islesboro Ambulance Association, RE numbering houses. Fred Porter spoke about the difficulties the EMS crews have finding some residences. The IAA is willing to help provide residents with numbers. It may be time to make this mandatory with an ordinance to help relieve the liability of the town in the event an EMS crew cannot respond to a call in time due to being unable to find the address. This will be addressed at a later meeting to get the ball rolling before going to public hearing and then for a vote at a town meeting.

2. DHWWTF Requesting Waiver when Hiring an Engineer/Finance Policy Chapter 349-4(D)(7). DHWWTF needs extensive work and now is the time to look at over-hauling the whole system if possible or maybe doing a phased process to take advantage of money coming from ARPA funds. The cost of having Olver Associates address the current sewer collection system inflow and infiltration flow issue and secure a funding source for collection system upgrade projects is projected to be \$15,000-\$20,000. Craig Olson requested waiving the requirement to put a job out to bid if over \$15,000 since Olver Associates did the original work and is familiar with the system.

MOTION BY L. Bruce, seconded by S. Conover, to waive the requirements for competitive bidding for purchases of \$10,000 or more for hiring Olver Associates Inc. to address the current sewer collection system inflow and infiltration flow issue and secure a funding source for collection system upgrade projects . Motion passed 5 yes, 0 no.

3. Discuss \$20,000 ARPA Funds Due from Waldo County Commissioners. Will discuss more at a later date and put on the agenda when the money becomes available.

APPROVE WARRANT: FY22 - #4

MOTION BY S. Conover, seconded by P. S, to approve Warrant #4 for FY22 in the amount of \$225,324.32. Motion passed 5 yes, 0 no.

APPOINTMENTS

- Energy Committee: Myra Sinnott
- Islesboro Housing Committee: David Dyer, Michael Hutcherson, Tom Tutor, Rick Rogers
- Health Center Advisory Board: Christine Robb

MOTION BY M. Burns, seconded by S. Conover, to accept the slate of appointments. Motion passed 5 yes, 0 no.

CHAIR COMMENTS

Gabe brought up the subject of mandating masks. He thinks it is something that may need to be brought up for discussion at some point.

INDIVIDUAL SELECT BOARD MEMBER COMMENTS

None

MEETING ADJOURNED AT 7:09 PM.

Respectfully Submitted,

**Tina Pendleton
Administrative Assistant**

*ADDENDUM

Email from Ken Smith dated 9-2-21: Ken explained that Earl MacKenzie will oversee the Harbor Committee/Recreation Committee joint project leading to a Recreation Department swim program consisting of a float, float moorings, ramp, dock and bulkhead. Ken will oversee Big Tree Beach improvements project, which will involve several students from the University of Maine's Engineering Department and an engineering instructor. Essentially the Town of Islesboro is seeking improvements to the recently acquired Big Tree Beach property as a publically accessible resource, including parking, benches, restrooms and an accessible footpath to the swimming dock. A five-person team will work on this project. The design project will include an engineer's opinion of probable cost, a client-based risk analysis, and formalized decision making along with design drawings and calculations. The expectation is that when all the data is gathered and analyzed, the engineering students will present options for the Select Board to consider. This is a free service with benefits to the Town and the University.