

**Town Of Islesboro**  
**Board of Selectmen- Regular Meeting**  
**May 6, 2015 @ 6: 15 PM**  
**Town Office Meeting Room**

**MINUTES**

Members Present: Chair Arch Gillies, Sandy Oliver, Hanna Kerr, Fred Rollins, and Jay T. Zlotkowski  
Others Present: Janet Anderson-Town Manager, Tom Daley, Josh Conover, Gil Rivera, Robert Achorn, Frank Start, Fred Porter, John Gorham, Walter Stafford, Susan Stafford

Chair Gillies called the meeting to order at 6:15 PM, and a quorum was established.

MOTION by F. ROLLINS to approve the minutes of April 22, 2015 as written. S. Oliver seconded the motion and it passed 5-0. Fred Rollins asked what was found out about the liability insurance for the Grindle Point concession stand. J. Anderson told him that past insurances have not consistently been \$1,000,000 and that Grindle Point Concession in the past has been \$400,000 and she is comfortable with that. Fred also asked about Keller Point Road and what was being done as far as repairs. J. Anderson said that Peter Coombs will be redoing a couple of culverts on that road, and will be taking into consideration the remedy for the one culvert that is really bad and may need more of a major reconstruction. J. Anderson said she is waiting to hear back from Jonathan Cohen regarding the road escrow and hopes that money from the escrow can be used for necessary repairs.

MOTION BY S. OLIVER to take the agenda out of order and go to New Business - Opening Bids for the Grindle Point Float. F. Rollins seconded the motion and it passed 5-0.

**NEW BUSINESS**

**Grindle Point Float**

There were three bids submitted for the construction of a 16' x 30' float - Pendleton Yacht Yard, Islesboro Marine Enterprise and Dark Harbor Boatyard. John Gorham of DHBV addressed the BOS with his concern that float finish date is a difficult one to meet. He said this is the busiest season for all boatyards. He also said the materials currently have a 4 to 6 week lead time, and believes that other bidders are using the same supplier, and will have the same difficulties as DHBV in completing the float by the due date of June 29<sup>th</sup>. Josh Conover of IME concurred that if the lead time on the materials is 4 to 6 weeks, then it would be difficult to complete the float on time.

Tom Daly, Harbor Committee Chair, said that the Harbor Committee had concerns that the allotted time to finish the work may prove difficult, and now with this new knowledge that the materials are not readily at hand, he feels that the Harbor Committee should reconsider the finish date. He would like the Harbor Committee to reconsider the due date and put it back out to bid. He will arrange to have a Harbor Committee meeting scheduled. If need be, Tom Daley and Bob Achorn said the current float, which has a broken back, would probably be sufficient for the summer months, and that there was also another narrower float that could be looked at for use during the summer.

Jay Zlotkowski said that he felt the bids should be opened tonight, that all bidders knew what they were bidding on and knew the time frame. Arch Gillies said he would like to delegate this issue back to Tom Daley and the Harbor Committee. The bids were not opened and will be returned to the three bidders.

Motion by Sandy Oliver to return to the original order of the agenda. F. Rollins seconded the motion and it passed 5-0.

## **VISITORS COMMENTS AND PETITIONS**

Frank Start wanted to address the BOS regarding interpretation of the Personnel Policies, and was not sure if the appropriate vehicle for discussion should be in Executive Session. Janet Anderson told Frank Start that he could talk in public session, and Janet furthermore added that he has had no discipline and has no case to present. F. Start asked the BOS what the correct protocol would be for him, as an employee, if he was not in agreement with a decision or action taken by the Town Manager. He wanted clarification on whether the next step for him would be to go to the BOS. Additionally, he wanted to know if the Personnel Policies follow or apply to a town employee 24 hours a day, 7 days a week, 365 days a year?

A. Gillies told F. Start that the Town Manager is the administrator and has the authority to deal with all personnel issues, and that he had no recourse with the BOS.

S. Oliver moved to take the agenda out of order to discuss the airport hangar lease. F. Rollins seconded the motion and it passed 5-0.

**Airport Hangar Lease:** The BOS are in receipt of Walter and Sue Stafford's letter dated March 20, 2015, as well as a draft lease from the Town Attorney. The draft lease has not yet been reviewed by either the BOS or the Staffords. F. Rollins says that there should be a mechanism in place, which perhaps would be in the form of new language in the lease, that would allow for another person to take ownership of the hangar when the Staffords no longer need the hangar. Fred would like to make this an open, more democratic process giving others the chance to lease the space and use the existing hangar (s). A. Gillies asked the Staffords and Janet Anderson to discuss the issue and try to "capture" what Fred Rollins is saying. The BOS will revisit this at a future meeting.

## **UPCOMING MEETINGS AND SUBCOMMITTEE REPORTS**

- Planning Board May 4, 2015 @ 6:15 PM

## **TOWN MANAGER REPORT**

The following items were distributed, and/or discussed & reviewed:

- Minutes of the 4/14/2015 School Committee Meeting
- People's United Capital Reserve sub-accounting for 3/31/15
- Minutes of the Maine State Advisory Board Meeting 3/5/15
- Minutes of the Tick-Borne Disease Prevention Committee Meeting 4/23/15
- Minutes of the Library trustees 3/11/15 Meeting
- Brush Chipping Program Information: A brush chipping program is coming to Islesboro on

May 26, 2015. There will be 20 homeowners that will be allowed to participate in this free program and chipping will only be done on one day. It will be on a first come - first serve basis. J. Anderson has it posted and will perhaps send it out on Constant Contact or put it on the Web Site as well.

- Email from Dave Kinney, Lincolnville Town Administrator, regarding getting together for a meeting with the Islesboro Board of Selectmen. They would like to meet with the entire Board of Selectmen and gave the dates of May 18, June 8 or June 15 as possible dates. The Islesboro BOS would like to wait until after Town Meeting, which leaves June 8 or June 15<sup>th</sup>. J. Anderson would like Tom Daley, Harbor Committee Chair, to attend as well. J. Anderson will make the arrangements.
- Email from Leila Pike, E.I.T., Ranson Engineering regarding the Maine Coastal Program grant. She has submitted a draft copy for the BOS review. She is asking the BOS to sign a letter of support to be included with the grant application. The BOS signed the letter. F. Porter said that by the Town applying for the grant, and maintaining NIMS compliance, it serves as a good first step in moving towards a mitigation project.

## **OLD BUSINESS**

### 1) Final approval of the Amended FY 16 Budget:

The budget has been amended to include the new Broadband figures.

After review of the budget, F. ROLLINS MADE A MOTION to approve the FY 16 budget in the amount of \$2,822,312.42. S.Oliver seconded the motion and it passed 5-0.

### 2) Sign Annual Town Meeting Warrant for May 30, 2015:

S. OLIVER MOVED TO approve the Annual Town Meeting Warrant for May 30, 2015 as amended by Sally Daggett, Esq. F. Rollins seconded the motion and it passed 5-0.

### 3)Town Centers Committee:

The Mission Statement for the Town Centers Committee was approved at an earlier BOS meeting.

A. Gillies would like the BOS tonight to review and approve the letter agreement with Stephen Blatt, Architects, regarding the “preparation of design and engineering alternatives to encourage potential growth of several town centers on Islesboro, including the Dark Habor Village area, the Up Island area around the Sporting Club and the Transfer Station, and the Post Office area”. The work would be done between July 1, 2015 and June 30, 2016 with no soil testing during this phase.

MOTION BY S. OLIVER to approve the letter agreement of Stephen Blatt, dated April 24, 2015.

F. Rollins seconded the motion and it passed 5-0.

Secondly, A. Gillies presents a list of people interested in serving on the committee. There are still three vacancies which he recommends being filled by three “thoughtful summer people” who have interest in the subject. J. Anderson recommended that the appointments for this committee be at the same time as the annual appointments and the BOS were in agreement with this.

## **OTHER BUSINESS**

NIMS COMPLIANCE DRILL: F. Porter reported to the BOS on the “school shooter drill”. He applauded the efforts of his team and said that it was very successful. The After Action Report exceeded Mr. Porter’s expectations.

F. Porter also reported that he attended a recent seminar at T. G. Higgins, the town's ambulance billing company. Fred is in talks with them regarding reimbursement of emergency trips via either the Maine State Ferry or the Quicksilver.

## **WARRANT # 23 FY 15**

MOTION BY H. Kerr to approve Warrant #22, FY 15, in the amount of \$145,484.68  
J. Zlotkowski seconded the motion and it passed 5-0.

Town Payroll.....	\$	37,526.72
Town Payables.....	\$	53,117.17
School Payroll.....	\$	39,881.58
School Payables.....	\$	12,925.83
<u>Total:</u>	<u>\$</u>	<u>145,484.68</u>

## **COMMENTS**

**Arch Gillies** said there is going to be a Special Town Meeting for Deer Reduction on June 11, 2015 at the G. H. Kinnicutt Center. He would like the DRC to come to a BOS meeting to discuss the Stantec Count and to discuss the language for the article (s). The warrant could be signed on June 3, 2015 at the regular BOS meeting.

**Fred Rollins** said that he is not going to be able to attend the Tech Conference and is offering it to any other member of the Board of Selectmen that may wish to attend. Secondly, Fred said that he has accepted a new job in Belfast and will be off island by winter. Regarding his replacement, CMP is working to replace Fred and will post the job internally and externally. They are willing to come out to the island to talk to the BOS if the BOS would like them to. Fred plans on remaining a selectman as long as he can. The ideal scenario would be for the new person to live on island, but if this is not possible and the person has to commute, CMP would like to know if they could have a designated parking area at Grindle Point where they could plug in the truck. J. Anderson will talk to the Parking Committee regarding this request, and she asked Fred Rollins to have CMP put this request in writing and submit it to her.

The above regular meeting concluded at 8:12 PM followed by an Executive Session.  
Please refer to minutes by J. Anderson for Executive Session.

Respectfully submitted,

Peggy Pike  
Secretary to the Board of Selectmen