

SELECT BOARD MEETING

Town Office Meeting Room

WEDNESDAY, OCTOBER 25, 2023 AT 6PM

**At 5PM: Stop by and wish Phil Seymour well
– it's his final meeting - and share a piece of cake.**

Join Zoom Meeting

<https://zoom.us/j/96374295063>

Meeting ID: 963 7429 5063

Passcode: 942416

1.	Call to Order:	Establish Quorum:
2.	Accept Minutes of the October 11, 2023 Regular Meeting. Accept Minutes of the October 18, 2023 Special Meeting.	
3.	Visitor's Comments: <u>PUBLIC HEARING:</u> 2023-24 GENERAL ASSISTANCE ORDINANCE APPENDICES A-H	<ul style="list-style-type: none"> • <i>Ferry Service Update</i> • Sea Level Rise Update • Update on Municipal Building Project
4.	Upcoming Meetings and Subcommittee Reports: Planning Board: October 30	
5.	Town Manager Report:	6. Correspondence:
6.	<u>Old Business:</u> 1. Discuss Maine Power Options Agreement.	
7.	<u>New Business:</u> 1. Tarratine Club/Golf & Yacht Annual Liquor Licenses Renewal. 2. Road Improvement and Maintenance Plan – Steve Miller 3. Discuss Scheduling a Special Town Meeting for Municipal Building Project and Select Board Member Election. 4.	
8.	<u>Other Business:</u> 1.	
9.	Approve Warrant: FY24 #9	
10.	Appointments:	
11.	Chair Comments:	Individual Selectmen's Comments:
12.		
13.	Adjourn	

W: AGENDA 10 25 2023

MEMBERS:

CHAIR Shey Conover
2026

Lauren Bruce
2025

Philip Seymour
2025

Melissa Burns
2026

Peter Anderson
2024



DRAFT MINUTES

Members Present:

Chair Shey Conover, Vice Chair Lauren Bruce, Phil Seymour, and Peter Anderson

Absent:

Melissa Burns

Others Present:

Town Manager Janet Anderson, Dick DeGrasse, Mike Clayton

Via Zoom: Elizabeth Hayden, Rich Filoramo

Call to Order: Chair Shey Conover called the meeting to order at 6:00 PM and a quorum was established.

MOTION BY P. Seymour, seconded by P. Anderson, to approve the minutes of September 27, 2023 Regular Meeting, as written. No discussion. Motion passed, 4 yes, 0 no.

VISITOR COMMENTS/PETITIONS

Elizabeth Hayden asked for an update on East Shore Drive. S. Conover replied that there will probably be a special meeting next week to review bids. Elizabeth added that after the latest storm, much of upper East Shore Drive is now washed out.

FERRY SERVICE UPDATE

S. Conover reported that a final winter schedule has been decided. They added back trips on Christmas Day.

SEA LEVEL RISE

S. Conover reported that the Sea Level Rise Committee met last week, and they are close to a final RFQ, which will most likely be publicized next week, to get an alternative analysis and assess different options for the Narrows. The goal is to have someone on board by mid-November. Next meeting is on Thursday, October 26th.

MUNICIPAL BUILDING PROJECT

L. Bruce reported that the committee met last week. The deadline is October 18th for final budget numbers. There is no change to plan to build both the Health Center and the Up-Island Public Safety Garage, with construction to begin November and end in May or June. We will get a guaranteed maximum price and a contract after the 18th.

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, October 11, 2023 @ 6:00 PM

UPCOMING MEETINGS AND SUBCOMMITTEE REPORTS

- Planning Board: October 16th – 5pm

TOWN MANAGER REPORT

- Packet included Agenda for 10/11/23 and Minutes of 9/27/23 Regular Meeting.
- Minutes/Correspondence:
 - Lighthouse Restoration Committee minutes of 9/28/23.
 - Municipal Building Project Committee minutes of 6/29/23.
 - Housing Committee minutes of 8/29/23
 - Bar Harbor Capital Reserve Account through 9/30/23
 - 10/2 letter from Islesboro Affordable Property sending the Town, as an abutting property owner, a notice of their plan to develop 2 new rental houses on Map 17, Lot 9A.
 - Sept 2023 proposed 2024 State Valuation from Maine Revenue Services. Islesboro is #4 at \$545,000,000.
 - 10/4 emails from John King regarding the MCS winter schedule effective 11/6/23.
 - FY22 audits handed out.
- Old Business
 -
- New Business
 -
- Warrant #8
- Manager Report
 - Town F350 truck is back.
 - East Shore Drive: We now have 3 bids that need to have references checked. Mike Boucher did a lot of road work during the last storm from MacDougall's down along Charlotte's Cove, because it washed out. It still needs stones, and Peter Coombs went off island today to get more fill. We had a meeting today with Fred and Jordy, working on the list of roads that were damaged to submit to Waldo County, FEMA, and MEMA. Janet is trying to get Jack Earle to do some work. Peter Coombs has done a lot on East Shore Drive. Keller Point also has a deep washout. Curt Speed on 700 Acre Island has reported that a culvert needs repair and requested a new one. Fred is requesting photos of the areas of damage.
 - S. Conover stated she noticed a spot on the side of West Bay Rd that looks like it's starting to become undermined, near Nancy Crate's. Mike Clayton added that we should look at the culvert near Kenny Coombs' driveway. Lauren Bruce added that on Mill Creek there's a culvert plugged up that should be cleaned out.

Islesboro Select Board
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Wednesday, October 11, 2023 @ 6:00 PM

- S. Conover suggested a special Select Board meeting next Wednesday at 6pm to review and select a bid for East Shore Drive.
- S. Conover asked about the State valuation and how it compares to our total population. J. Anderson will ask Rob.
- Elizabeth Hayden requested that residents on East Shore Drive be given a phone call for any emergency in the future where the road is blocked. S. Conover replied that we should find ways to communicate road closures as soon as possible, and stated we rely on residents to report issues to Fred Porter. P. Anderson suggested an alert system similar to the school's.

CORRESPONDENCE

Discussed in Town Manager's report

OLD BUSINESS

1. Maine Power Options – Dick DeGrasse & Energy Committee
 - Dick DeGrasse reported that yesterday the Energy Committee discussed Maine Power Options. Kay Mann, the head of Maine Power Options, joined in via Zoom.
 - The Town of Islesboro has been a member of Maine Power Options for several years, but we haven't utilized it.
 - D. DeGrasse referred to a memo he sent on September 7th, where he outlined that 62% of the electric bill that everyone receives is unregulated. That's the standard offer through CMP. Maine Power Options offers a savings of about \$0.05/kWh. That represents about 15-20% of the bill.
 - Power generation was deregulated in 2000. Maine Power Options was created in 1999 to make sure municipalities didn't fall into the pit of deregulation. Currently there are about 245 communities that are members of Maine Power Options.
 - The Energy Committee voted last night to recommend the Select Board consider getting a quote from Maine Power Options for the purchase of electricity supply for Islesboro municipal accounts, including the school. The committee also recommends the Select Board review a sample contract from Maine Power Options.
 - November is the best time to get a rate because it's the shoulder season between cooling and heating seasons.
 - They offer contracts between 1 – 4 years, and the Town can call to get another quote before the end of the contract.
 - J. Anderson would like to send a contract to the Town attorney to review. They could also look into whether or not Islesboro had a contract previously. Our membership in Maine Power Options could be based on our membership in Maine Municipal Bank.

Islesboro Select Board
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Town Office Meeting Room & via Zoom
Wednesday, October 11, 2023 @ 6:00 PM

- S. Conover would like to look into how the school and Town relate as far as paying electric bills. J. Anderson clarified that the school pays separately, and so it would be a separate contract.

NEW BUSINESS

1. None

OTHER BUSINESS

1. None

APPROVE WARRANTS: FY24 #8

MOTION BY L. Bruce, seconded by P. Anderson, to approve Warrant FY24 #8. No discussion. Motion passed, 4 yes, 0 no.

APPOINTMENTS:

A.L. Pendleton Library Trustee: Brooke Hua

MOTION BY P. Anderson, seconded by L. Bruce, to appoint Brooke Hua as a Library Trustee. No discussion. Motion passed, 4 yes, 0 no.

CHAIR COMMENTS

S. Conover: No Comment.

VICE-CHAIR COMMENTS

L. Bruce: No Comment.

INDIVIDUAL SELECT BOARD MEMBER COMMENTS

P. Anderson: Congrats to the Eagles for winning 3:1 against Pine Tree Academy.

P. Seymour: Donna & I moving off island, and leaving on Halloween. Last meeting 10/25. I've enjoyed being here and working with all of you.

Janet Anderson: Shout out to Page Clason (birthday today), for all he does for the Town.

MOTION BY L. Bruce, seconded by P. Seymour, to Adjourn Meeting at 6:58 PM. No Discussion. Motion passed, 4 yes, 0 no.

Respectfully Submitted,

Carrie Reed
Secretary



DRAFT MINUTES

Members Present:

Chair Shey Conover, Vice Chair Lauren Bruce, Phil Seymour, Melissa Burns, and Peter Anderson

Others Present:

Town Manager Janet Anderson, Virginia Valentine, Richard Casner, Kizzi Barton
Via Zoom: Elizabeth Hayden, Terry Sanderson, Linda Gillies, Scott Reeves, Sam from Wilson Construction, Fred Porter, Jon Bolduc, Dave Dyer

Call to Order: Chair Shey Conover called the meeting to order at 6:00 PM and a quorum was established.

BIDS FOR THE EAST SHORE DRIVE STABILIZATION PROJECT

Discussion of the four bids received for the repair and stabilization of East Shore Drive

Farley & Sons	\$443,308.00	start mid-Nov, end late-Dec	6 weeks
Wilson Construction	\$433,700.00	start within next month	2.5 months
JPA Construction	\$396,500.00	start Oct. 23, end April 15	6 months
Brothers in Arms	\$624,556.00	start Nov 1, end Jan 1	2 months

S. Conover stated that three bids are within 10% of each other, and one is significantly higher.

Virginia Valentine asked about what experience anyone has with Farley, Wilson, and JPA. She recommended Brothers in Arms. Richard Casner seconded the recommendation.

M. Burns stated JPA is an island business doing sea walls now, and Farley is working on the playground revitalization at the school.

J. Anderson stated JPA did the sea wall across from the Dark Harbor Shop. Wilson Construction has done a lot of stabilization. Farley is a big company that does a lot of local and municipal work. They all do a lot of work on the island.

S. Conover stated that engineering firm Gartley & Dorsky has helped us to acquire these bids and know they are qualified to do this project. They have reviewed the bids as well.

J. Anderson listed that we have \$584,000 in road reconstruction fund, including the \$100,000 we added in this current fiscal year.

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Discussion about the experience of each company.

Gartley & Dorsky drew the plans originally for 155' that is necessary to repair the road, but also recommend the next 100' – while the project is mobilized, it will be less expensive. The bids are for the full project.

Elizabeth Hayden asked if the road is to be moved to the west by a few feet. J. Anderson answered that they will not move the road, but rebuild the road and stabilize the wall.

P. Seymour asked if there are any penalties for missing the deadline. J. Anderson stated that we can put that in the agreement. There's a performance bond and payment bond.

Fred Porter recommended not letting the project go into spring and mud season.

Sam from Wilson Construction stated that the weather will only affect the ferry running.

Elizabeth Hayden stated that once it starts to freeze or snow, the current access road is not an option.

S. Conover stated that prioritizing the completion date is most important.

MOTION BY S. Conover, seconded by L. Bruce, to award the bid to Farley & Sons for \$443,308.00, to start mid-November and end late-December, for the entire 255 feet. Discussion. 2 yes (S. Conover, L. Bruce), 2 no (P. Seymour, M. Bruce), 1 abstaining (P. Anderson).

Discussion: M. Burns agrees that it's down to Farley and Wilson, because of the timeline, but feels Wilson has a more specific and realistic timeline.

Sam from Wilson Construction clarified they can start November 1 and finish January 1.

Kizzi Barton stated that she recommends Farley & Sons.

Farley may be part of the Municipal Building Project, but that shouldn't affect this decision. They are a big enough company to do both.

P. Seymour asked J. Anderson which makes the most sense in her experience. She stated this is all new territory. Her concern is the cemetery allowing people to access East Shore Drive through their property.

P. Seymour changed his vote to yes. 3 yes (S. Conover, L. Bruce, P. Seymour), 1 no (M. Bruce), 1 abstaining (P. Anderson). Motion carries.

Virginia Valentine stated that the residents of East Shore Drive are grateful to the Boardmans for letting them use their road.

Islesboro Select Board
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Shey Conover thanked the residents for their patience with this process.

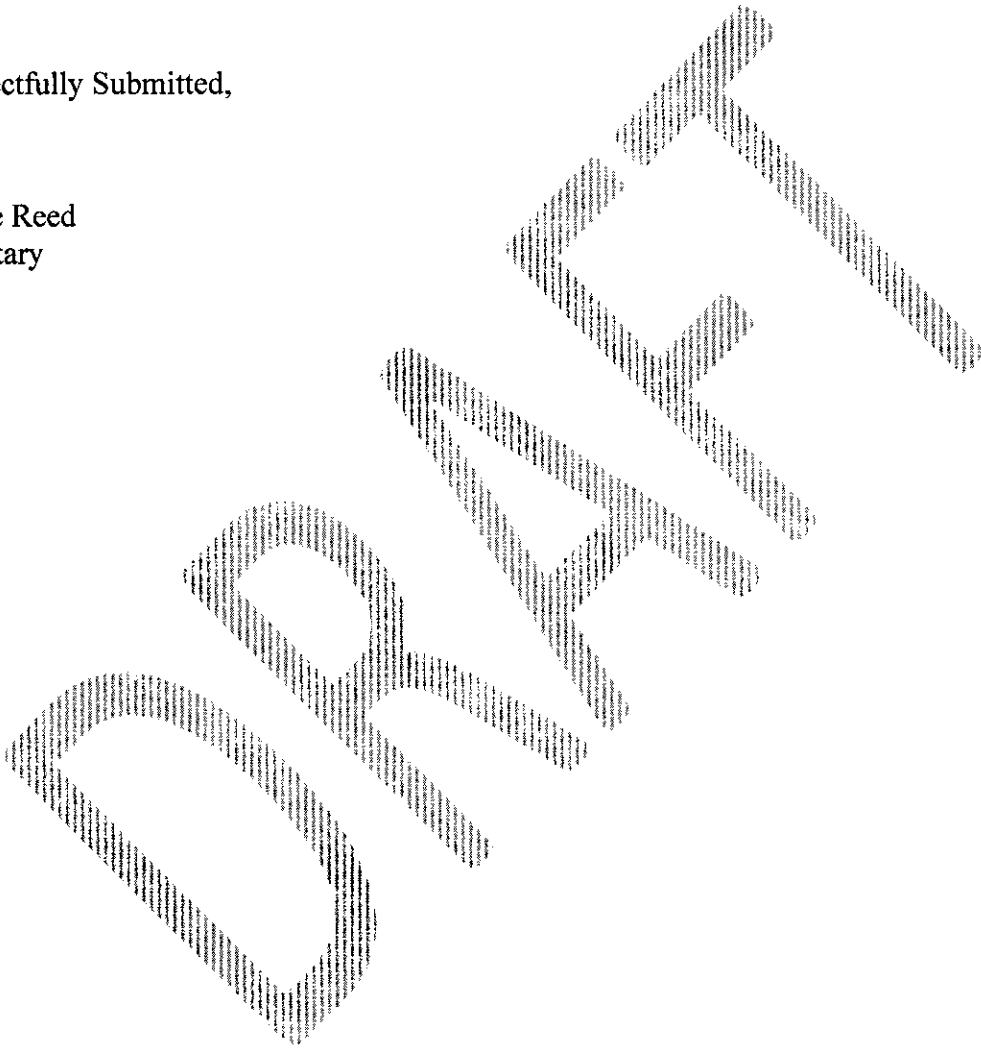
Scott Reeves suggested a provision in the contract for the completion date.

Next Select Board meeting may need to be changed to Tuesday at 6:00.

MOTION BY S. Conover, seconded by M. Burns, to Adjourn Meeting at 6:49 PM. No Discussion. Motion passed, 5 yes, 0 no.

Respectfully Submitted,

Carrie Reed
Secretary



PUBLIC HEARING

**The Islesboro Select Board
Will hold a Public Hearing**

October 25, 2023

Town Office

6:00pm

On:

2023-2024 Annual General Assistance

ORDINANCE

Appendices A-H

Posted 10/13/2023

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
Office for Family Independence
109 Capitol St.
11 State House Station
Augusta, Maine 04333-0011
Tel.: (207) 624-4168; Toll-Free: (800) 442-6003
TTY: Dial 711 (Maine Relay); Fax: (207) 287-3455

To: Welfare Officials and Contracted Agents
From: Sara Denson, Program Manager, General Assistance
Date: August 28, 2023
Subject: New GA Maximums for October 1, 2023

Enclosed please find the following items:

- MMA's new (October 1, 2023–September 30, 2024) **“General Assistance Ordinance Appendices”** (A – H).
- Recovery Residence Housing Maximums (October 1, 2023-September 30, 2024)
- **“GA Ordinance Adoption Form”** which was developed so that municipalities may easily send DHHS proof of the adoption of any updated or changed GA Ordinance. Once the selectpersons or council adopts the new ordinance, the enclosed form should be signed and submitted to DHHS. *(see “Filing of GA Ordinance and/or Appendices” below for further information).*
- **“GA Maximums Adoption Form”** which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. *(see “Filing of GA Ordinance and/or Appendices” below for further information).*

Updates

Please note that updates have been made to Appendix A (overall maximums), Appendix B (food maximums), and Appendix C (housing maximums) of the General Assistance Ordinance. There is also a new Recovery Residence Housing Maximums guide. You can find information about the MMA Model Ordinance on the Maine Welfare Director’s Association (MWDA) website at www.mainewelfaredirectors.org.

Appendix A – H

The enclosed Appendices A – H have been revised for your municipality’s General Assistance Ordinance. These new Appendices, **once adopted**, should replace the existing Appendices A – G. Even if you are not updating your GA Ordinance, **the municipal officers must approve/adopt the new Appendices yearly.**

Oct 1, 2023 to Sept 30, 2024

OVERALL MAXIMUMS (A)

Persons in Household

1	2	3	4	5
\$1,041	\$1,047	\$1,256	\$1,558	\$2,132

Household of 6 = \$2,207

* Add \$75 for each additional person

FOOD MAXIMUMS (B)

Persons	Weekly	Monthly
1	\$67.67	\$291.00
2	\$124.42	\$535.00
3	\$178.14	\$766.00
4	\$226.28	\$973.00
5	\$268.60	\$1,155.00
6	\$322.33	\$1,386.00
7	\$356.28	\$1,532.00
8	\$407.21	\$1,751.00

Add \$219 per month for each + person

HEATING FUEL (E)

Month	Gallons	Month	Gallons
January	225	Jun-Aug	0
February	225	September	50
March	125	October	100
April	125	November	200
May	50	December	200

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

HOUSING MAXIMUMS (C)

BEDROOM	UNHEATED		HEATED	
	Weekly	Monthly	Weekly	Monthly
0	\$209	\$897	\$239	\$1,026
1	\$209	\$897	\$239	\$1,030
2	\$236	\$1,014	\$287	\$1,235
3	\$294	\$1,264	\$357	\$1,533
4	\$412	\$1,770	\$489	\$2,102

PERSONAL CARE & HOUSEHOLD SUPPLIES (F)

Number in Household	Weekly Amount	Monthly Amount
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

Number of Children	Weekly Amount	Monthly Amount
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

MILEAGE RATE (G)

46 cents (\$0.46) per mile

FUNERAL MAXIMUMS (H)

Burial: \$1,475+; Cremation: \$1,025+

ELECTRIC (D)

NOTE: For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is not automatically entitled to the "maximums" established applicants must demonstrate need.

1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses excluding electric hot water and heat:

Number in Household	Weekly	Monthly
1	\$19.95	\$85.50
2	\$22.52	\$96.50
3	\$24.97	\$107.00
4	\$27.53	\$118.00
5	\$29.88	\$128.50
6	\$32.55	\$139.50

NOTE: For each additional person add \$10.50 per month.

2) Electricity Maximums for Households With Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses excluding heat:

Number in Household	Weekly	Monthly
1	\$29.63	\$127.00
2	\$34.07	\$146.00
3	\$39.67	\$170.00
4	\$46.32	\$198.50
5	\$55.65	\$238.50
6	\$58.68	\$251.50

NOTE: For each additional person add \$14.50 per month.

1-800-442-6003

Revised 8/28/23

NEW



Islesboro Road Improvement and Maintenance Plan

I moved to Islesboro in the spring of 1974. At that time, Maine DOT maintained the island's primary roads. Heber King and Roland Miller (no relation) maintained state road rights-of-way, mowing, cutting brush, keeping ditches open, clearing culverts and such.

I'm not sure exactly when the state stopped taking responsibility for all but the Ferry, West Bay and Mill Creek Roads but the rights-of-way along all town roads have not been consistently and methodically maintained for several years.

The 27 miles of Town Roads are in either 2 or 3 rod rights-of-way (49.5 and 33 feet respectively). Although it may be the case that a 12-foot-wide travel lane exists in some places, my experience suggests that travel lanes on the island are 11 feet wide or less. In any case, the widest travel ways on the island would still have 25.5 feet of right-of-way in a 3-rod area. Since the center of the right-of-way is the center of the travel way, that means that even the widest roads have nearly 13 feet of space on both sides of the travel way.

According to a Maine Municipal Association bulletin:

"A municipality's obligation to keep town ways 'safe and convenient' includes the duty to remove roadside brush, trees and grass that could pose a road safety problem. Uncontrolled brush can limit sight distances and in some cases may intrude onto the travel way itself.

"The municipality may at its expense remove healthy or dead trees located within the right of way if they pose a safety hazard to the traveling public or impede the municipality's ability to maintain the road.

"The municipality may cut any limbs in the air or roots on the ground that intrude into the right of way, even if the trunk of the tree is outside the right of way."

According to a presentation by the Maine Department of Transportation's Local Roads Center:

"Municipalities are required to provide safe and convenient roadway facilities. These facilities consist of both the travel portion of the road and the adjoining median and/or shoulder areas."

"Run-off-the-road and collision-with-fixed-object accidents are the greatest source of fatalities on local roads. Clear zone improvement is an important part of any safety program. A clear zone can be defined as the unobstructed, relatively flat area provided beyond the edge of the traveled way for recovery of errant vehicles. The travel way is the portion of the roadway not including shoulders. It is desirable to provide a roadside clear of hazardous objects or conditions for a distance consistent with speed, traffic volume and geometric conditions."

According to the 2017 Comprehensive Plan, Section IV. Transportation cites the following goals:

"Where possible, grade and remove excess materials from road shoulders. Undertake a comprehensive survey of town roads and formalize a long range road maintenance and improvement plan, including shoulder improvements and accommodation of bicyclists and pedestrians."

"Promote bicycling, walking, scooters, and other alternatives to automobiles as a means to get around the Island. When improving roadway shoulders, provide space for scooters, bicycles, and pedestrians, where possible..."

"As development and need is projected, funds should be budgeted... for major roadway projects, including reconstruction and improvement of shoulders..."

The 2023 Islesboro Looking Ahead policy statement says that the Town shall:

"... plan to make our roads safer through community education and road safety modifications."

"Systematic review of Islesboro's "Capital Improvement and Maintenance Plan," adopted by the Town in 2010 by the Select Board and at the annual Town Meeting," which includes road improvement and maintenance."

Currently, even casual observation shows that vegetation often extends into and over the travel way in numerous locations, road shoulders are not maintained and, in some cases, have vigorous trees and woody growth, blow-downs are removed from travel ways but often not removed from the remainder of the right-of-way, roadside mowing is less than effective, and poorly maintained roadside ditches and drainages also often support trees and other woody vegetation.

Not only do these conditions reduce the safe use of island roads by vehicles, these conditions make sharing the road with pedestrians and bicycles considerably more difficult and hazardous than would be the case with methodical improvements and maintenance.

I'd like to say it's little short of a miracle that we have not had more serious accidents on our roads, though I do think our thoughtful community can take much of the credit. That said, these stressful times and increased use of the road right-of-way space warns us that safe roads cannot be taken for granted.

I strongly urge the Town to immediately initiate a comprehensive Road Improvement and Maintenance Plan and raise funds to implement the series of tasks that the plan will require over the course of the next several years and into the foreseeable future.

Islesboro Housing Committee
Regular Meeting
Tuesday, August 29, 2023
In-Person Meeting at 5:00 PM, Town Office



DRAFT MINUTES

1. Call to Order

Chair Mike Nelson called the meeting to order at 5:05 PM.

2. Establishment of a Quorum

Quorum was established with over 4 members present

Members Present: Mike Nelson, Ginnie Hess, Michael Hutcherson, Tom Tutor, and Melissa Burns, Ex Officio.

Members Absent: Dave Dyer and John Kauer

Others Present: Mike Clayton, Hazel the Dog

3. Approval of minutes of April 18, 2023

**Motion: To approve Minutes of April 18, 2023, as written, T. Tutor, seconded by M. Burns.
Motion passed, 5 yes, 0 no, Unanimous.**

4. Status of "Housing Resource Guide"

- Melissa stated that she has a rough draft.

5. Update on discussion with Island Institute Fellow

- Melissa reached out to Alex Zipparo at the Island Institute's Housing Initiative. He has been working on an Island Housing Team, a collaborative effort between islands.
- The Housing Initiative is having a Zoom meeting on September 27th, and Melissa has signed up to attend.
- We may be able to do a collaborative website, but a lot of the resources are mainland based.
- Melissa would like to make the website more island-centric. Alex is gathering information from other islands regarding what works.
- Tom stated he has been speaking with Barbara Talamo and Rick Rogers. They help residents find resources.
- Mike let the members know that Rick Rogers is no longer a member of this committee.

6. Update of Planning Board meetings.

- Tom reported that the Planning Board is changing the codes for ADUs.
- The Board is proposing to include more in the Town Centers, and these would be what the state considers Growth Areas, which is where ADUs would be concentrated. Any buildable lot can now have two units.
- It's going to take about a year for ordinance changes to happen. This will allow a multi-dwelling unit in those areas.
- We may try to propose the Durkee Store area as another Town Center.

Islesboro Housing Committee
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Tuesday, August 29, 2023
In-Person Meeting at 5:00 PM, Town Office

7. Discussion on Housing Finance options

- Carter Jerman was absent. His presentation will be postponed to another meeting.
- Tom stated he sent an article to the group about housing on Mount Desert Island. The Island Housing Trust in MDI has done a lot over the years. Maria O'Brien has provided a lot of information. They provide funding to help with down payments in exchange for covenants. They've helped 17 households buy houses this way. However, it's not as useful as it once was because of skyrocketing prices of land and housing.
- The Town of Mount Desert donated 10 acres to build 20 homes. They built 9 homes in the first wave. They are now planning completion to build 10 more homes. They are now acquiring property to build rentals.
- When we talk about the cost of building a house out here, even the price of renting is outside the realm of possibility for someone on a workforce income.
- Melissa asked if the Town on MDI is the entity doing the building and management of it. Tom answered that they've raised funds to create the Homeownership Assistance Program, but he's not sure if it's the Town or a non-profit. They provided grants.
- Maybe we can have a goal of 10 homes, but it would take a donation of property, and it has to be a subsidized program.
- Discussion about similarities with IAP. Even with assistance from Genesis, it is difficult to break even.
- Michael Hutcherson pointed out the eligibility piece in the MDI program: the resident must live in the house year-round, must earn 20% of the Maine State median household income, which is \$11,897/year. If they bring in over that amount, they don't qualify for the program. This rules out workforce housing. It's a very small number of people who live here and need housing. We need to define our target.
- Tom asked Mike Clayton if there is a contractor on the island who would be willing to work on a project that would create five 1000-sf houses? Mike Clayton answered that there definitely are some builders on the island who could do it.
- Michael Hutcherson stated that in his mind, workforce housing means rental housing, not necessarily homes to buy.
- Discussion about school program that would provide student workers for building.

8. Other Business

- Mike attended the Genesis presentation several months ago, and they said the land should not be the first thing, but this is difficult to understand.
- Richard listed the Durkee Store property (18 acres) for \$1.5million. There may be a way to build at least a couple houses behind the store. There is some IIT conservation land adjacent, and a right-of-way might be needed to explore the possibility of more houses.
- IESC would be more agreeable to loan money @ 2% to someone local to buy and develop the property than to be owners.

Islesboro Housing Committee
Regular Meeting
Tuesday, August 29, 2023
In-Person Meeting at 5:00 PM, Town Office

9. Set next meeting date

- Next meeting Tuesday, October 24, 5:00 PM

10. Adjourn

Motion by T. Tutor, seconded by M. Burns, to adjourn at 5:57 PM. Motion passed, 4 yes, 0 no, Unanimous.

Respectfully Submitted,

Carrie Reed, Secretary

Islesboro Energy Committee
Regular Meeting
Tuesday, September 12, 2023
In-Person and Zoom Meeting at 5:15PM



MINUTES

1. Call to Order

Chair Myra Sinnott called the meeting to order at 5:18 pm.

2. Establishment of a Quorum

Quorum was established with over 5 members

Members Present: Bill Thomas, Toby Martin, Harriet Bering, and Holly Fields

Via Zoom: Chair Myra Sinnott, Josh Leach, Dick DeGrasse, and Cressica Brazier

Members Absent: Monica Mullins, and Melissa Burns, Ex Officio.

Others Present: Joanne Whitehead

Via Zoom: Maggy Willcox and Peter Willcox

3. Approval of minutes from previous meeting

Bill Thomas pointed out a misspelling. "Power" for both John and Joshua should be "Kauer."

Motion: To approve Minutes of August 15, 2023, as amended. No further discussion. Motion passed, 7 yes, 0 no, Unanimous.

4. Guidelines for meetings.

- Myra went over the new guidelines she had sent to the group via email. The guidelines are meant to help streamline the meetings.
- Toby asked why these were necessary, and if there has been an issue.
- Myra explained that there were some concerns that the meetings were becoming too long and folks had come to her with ideas for making meetings more efficient.

5. Quick Updates on On-going Projects/Old Business

a. Energy efficiency projects update (Bill)

- Bill reported that for the library the outstanding invoice was submitted, and that is resolved.
- There is still a need to go back and get some images with a blower door test at the library. Bill needs to finish the caulking in the building first, then will contact Revision.
- The EV charger at the Town Office: we did not have the information to set it up correctly. We had communication from Joshua at Paragon Electric to help with that issue. We are waiting for a license key from the charging company to activate the billing software. People can charge their cars, but we can't charge money for it yet.
- Resolving the rebate from Efficiency Maine. We've had communication with Kayla, and we are waiting to hear back. We have sent in all of our closeout paperwork, and Joshua is sending his closeout paperwork.

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- Fire station lights were reported to not be working, but there doesn't seem to be a problem. We are monitoring the situation.
- b. Budget update (Myra)
- Myra reported that she updated the budget after last month's discussion.
 - Added the Town Office EV charger signage.
 - Removed Historical Structures study for the library.
 - Lowered the cost for LED lights for the Transfer Station.
 - Toby asked how many heat pumps the Town Office will need. Bill answered it will be two heat pumps.
 - Toby reported that he asked Kathy Johnson at the Town Office about the funding of the Evergreen amount that was supposed to roll over into the new fiscal year budget, but is showing on our bill. Janet is working with the auditor on this. We won't know until February 2024. We have to put \$14,160 on our budget until it gets resolved. However, Janet feels confident that this will be resolved. Bill noted that this gives us several months in which to tailor the end of year spending, and we shouldn't have a problem juggling those numbers. Myra stated the heat pumps can be done between February and June. Holly agreed that we will have wiggle room for the two heat pumps, which will cost \$16,000. If it doesn't work out, we can move that project to next year. Bill suggested scheduling the work for the installation in the first part of the year tentatively with the condition that we cancel if the funds aren't available.
 - Toby stated that we have \$1000 budgeted for secretary services, and we're overspending that amount if we project it for a year. We need to budget \$1500 - \$2000.
 - Myra will send the revised budget out in a Word document via email.
- c. Electrical engineer update for Library (Josh & Cressica)
- Cressica reported that she inquired about whether there was an electrical engineering study done for the municipal building. Lauren was not aware if any electrician had come for the Municipal Building Project to evaluate the Town Office. The MBP engineer is willing to do such a report. Or we can ask Justin if he can do a basic assessment that allows us to move forward with our library upgrades. It depends on the scope of the upgrades, especially for the heating system. Cressica would like to ask Janet if a study was done for this building.
 - Bill explained that Joshua from Paragon strongly recommended we do an electrical engineering study. Bill is not sure that's needed. Bill can ask Justin if he can do a basic evaluation, and reminded the committee that we need at least one year of heating data to know what the BTU demand on the building is. We're not in any rush.
 - Toby reported that the Friends of the Library have been alerted to the idea.
- d. Municipal Building Project (Cressica)
- Cressica reported that there's a MBPC meeting in one week; Cressica can send more info about where the projects stand after that.

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- Up-Island Public Safety Garage: Cressica would like to talk with Josh to go over the list of upgrades. Cressica and Josh will talk offline to prioritize.
- Bill requested that the thermostat control be on list.

6. Discussion

a. Energy Prize next steps on hiring Coordinator (Cressica).

- Cressica stated that hiring the Community Energy Coordinator is an important step for us to move forward with community outreach and organizing among our potential partners.
- Job description draft is in Google docs.
- The Prize activities that are listed on the outline will be part of the Coordinator's role. These activities are written into the job description.
- One prize goal is to reach out to community groups and form partnerships that will allow us to get people to do home energy upgrades, solar, and wind. Organized into four batches: groups we've contacted and informed.
- Bill had a meeting with Islesboro Affordable Properties (IAP). We also had a meeting with Efficiency Maine. Bill reported they were both positive.
- Bill and Cressica had a meeting with all the national rural energy prize team winners, over 50 teams from across the country—similar communities we can share with and hopefully get input from in the near future.
- Harriet reported she has been in touch with the Sewing Circle. Jane Wherren will plan to have us talk to them at end of September or early October.
- Harriet also spoke with John King. The Ferry Service is in the process of designing a new ferry, which will be a hybrid. Charging infrastructure will be on both sides. Bill pointed out that TOU rates will be important for storage.
- Community outreach and events—next steps in getting the word out.
- Bill feels we are losing momentum with ICC and the IESC. Tom Tutor and Roger Heinen are waiting for us to get back to them.
- Cressica is creating a document with lots of points that we hope to collaborate with the IESC on, and she will share it soon. It will be on Google drive.
- Bill called Satchel Toole at Efficiency Maine and asked him to reconsider program criteria (to help people who can't afford to build efficient houses).
- Myra added that she spoke with Jesse Remillard at Efficiency Maine about how we can support some of the businesses on the island, and they are reconsidering their criteria. It's good to stay in touch. Affordable housing is an issue.
- Holly stated that some people forget about a huge part of our population when they talk about energy efficiency, and miss people who can't afford something that would help make their lives more affordable. They can't afford the initial outlay.

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- Cressica pointed out that the community outreach objective is to find those hard-to-reach people who can't do the upgrades themselves.
 - Cressica will create a list of bullet points for the job description, and is looking for the committee's help to write it up.
 - Cressica started a home energy database that has contacts for people we might be able to help. She also started a solar site database for those who might want to join our solar array hosting network.
 - We hope that the potential coordinator is someone who is on the island. This contract position will be modeled on the Sea Level Rise contractor.
 - Toby suggested we get guidelines from the Town for hiring policies for a contractor.
 - Bill suggested that we need a highly skilled person, maybe this person is not on island. Advertising might need to be broadcast farther.
 - Holly suggested it should be someone who is at least familiar with the island and have the ability to spend time here.
 - Discussion about qualities and qualifications for applicants, and wording for the job description.
 - We may need to find housing for the coordinator, as in the Island Fellow model.
 - We need to post ASAP. Cressica will talk with Janet within a couple days, and send out to the committee members this week. We will post the job description at the end of this week or next week.
 - Network with the Sewing Circle and Maggy Willcox.
7. Homework for next meeting
- Dick DeGrasse pointed out that there will be a discussion on Maine Power Options at the next meeting. Please read materials.
8. Next meeting, Tuesday, October 10th, at 5:15pm.
9. Adjourn
- Motion to adjourn at 6:48pm, B. Thomas, seconded by M. Sinnott. No discussion. Motion passed, 7 yes, 0 no, Unanimous.**

Respectfully Submitted,

Carrie Reed, Secretary

Islesboro Harbor Committee
Regular Meeting
Thursday, August 24, 2023
In- Person Meeting at 6:30 PM, Town Office



MINUTES

Call the meeting to order and establishment of a Quorum:

Interim Chair Ken Smith called the meeting to order and a quorum was established at 6:28 pm.

Members Present: Interim Chair Ken Smith, Palmer Sargent, Gil Rivera, Dylan Purington, Peter Anderson, Earl MacKenzie

Via Zoom: Stan Makara

Members absent: None

Others Present: Dick DeGrasse, Robert Giles, Hilary Giles

Ken Smith welcomed Peter Anderson to the Committee as the new Select Board representative, and congratulated Dylan Purington as new Deputy Harbormaster. Welcome also to our guests.

Approval of Minutes of April 20, 2023.

Motion: To approve Minutes of April 20, 2023, as written, E. MacKenzie, seconded by P. Sargent. No Discussion. Roll Call. Motion passed 7 yes, 0 no, Unanimous.

Purpose of the Harbor Committee

Ken reviewed Town of Islesboro Ordinance § 142-6, the purpose of the Harbor Committee

- Essentially, the Harbor Committee is involved with everything that happens in the waters around Islesboro, including the anchorages and the passages. We recommend to the Select Board anything that should be a policy change or an improvement. It's getting to be a bigger issue because of the competition that happens for the waters around Islesboro. This will continue to be a challenge. Big boats can bring in revenue, but also pose a challenge.
- If you see something that according to the ordinance should be brought to the attention of the committee, please say something.
 - For example, the hoist at Grindle Point: we noticed last year that the winch needs to be repaired. It has been ordered. Christian at PYY is working on it.
 - An enforcement example, this summer, we had complaints of boats speeding through Brackett's Channel. We contacted the Tarratine Yacht Club. An advisory was sent out to all the members to slow down, per the Islesboro Harbormasters.
 - The primary responsibilities are the two delineated harbors.

Vote to elect a Chair

As Dylan Purington is now Deputy Harbormaster, he can no longer serve as Chair of the Harbor Committee.

Motion: To nominate Ken Smith as Chair of the Harbor Committee, E. MacKenzie, seconded by P. Sargent. No discussion. Roll Call. Motion passed 7 yes, 0 no.

Duties of the Members of the Harbor Committee

- Please attend meetings. We've had problems in the recent past with not having a quorum. We don't have many members. All of our meetings are on Zoom now, so if you are away, please attend via Zoom.

Islesboro Harbor Committee
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Anyone wishing to address the Harbor Committee

None.

Harbor Master & Deputy Harbor Master Reports

- Earl reported that there have been a few enforcement items; kids jumping off dock at Seal Harbor, speeding incidents, a few people didn't have dinghy stickers.
- We've had enough vacant moorings for visitors, for up to a week.
- Ken asked if the Town should think about having guest moorings. Earl feels that would be too much liability. We haven't taken federal or state funds that require us to have transient moorings. As long as we can accommodate people, we should avoid Town moorings.
- Ken asked if we should have water as a service, and drill fresh water wells at Seal Harbor and Grindle Point. Earl answered that it would be quite an expense. Most people go to Dark Harbor, PYY, or Belfast for water. More and more boats have water makers. Having water would also lead to more congestion at the docks. Earl and Dylan would oppose offering water.
- Restrooms: We have a Porta Potty @ Seal Harbor, and restrooms in the Ferry Ticket Office at Grindle Point.
- Ken asked about the rotten bait situation on moorings and the wharf. Dylan answered that it is an issue, as is lobster gear. Earl stated the perpetrators have been spoken to many times. Dylan started cleaning up at Grindle Point.
- Dylan will take a Harbor Master course. There's one at Maine Maritime Academy once a year.
- At the ferry dock, there were many tying up overnight a couple weeks ago. Some were broken down, and they called to alert the Harbor Masters.
- Earl stated he got in touch with the new caretakers at Seal Island. Their boat is available for emergencies. Earl has their cell number.
- Ken asked if any members have been attending Sea Level Rise Committee meetings. Earl stated he's been following the issue. The storm surges are getting worse; there's more erosion. Ken recommended the members be more involved.
- Ken asked if there is anything the Committee can do to help the Harbor Masters. We wrote some materials last year to encourage people to register their boats, etc. Earl stated that we can improve some of our signage—update or add onto existing signs. One issue is if someone isn't going to be here for an extended period, have them pull their dinghy out.
- Have a pump for dinghies, available for public use, to encourage people to keep their dinghies bailed. Dylan stated it's the boatowners' responsibility to keep their dinghies bailed. We can try to keep a long, manual pump available. Earl will look into it.

Update on Mooring Inspections

- We discussed last year how we are going to get people to comply with the Ordinance requirement to have moorings inspected every two years.
- Earl reported that we are making progress on it. All the boatyards are behind this year. Earl gave one of the yards a list of five moorings that need to have proper lettering/numbering and color coding.
- There are about 76 moorings at Seal Harbor, and quite a few less at Grindle Point, so approximately 100 in Harbor limits. There are other concentrations of moorings, and progress is being made with lettering and numbering.
- Ken asked how many docks have been approved this year. Earl answered about four.

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- Discussion about riparian lines and rights in regards to moorings. We had an issue recently with the Crates and their neighbors on West Bay Rd. Earl spoke with the neighbors and suggested they talk with Mr. Crate, who had the mooring moved. It was resolved peacefully, and everyone is satisfied.
- Ken would like each mooring in Seal Harbor and Grindle Point to be identified for the map. He is using the state software, and will make it available to the Harbormasters.

Preliminary Budget Discussion

- Dylan and Earl will work together to create a list of items that need attention.
- In the next 2 – 5 years, there will be some big items.
 - Ferry dock underpinnings need to be scaled and recoated.
 - Seal Harbor dock, main I-beams; the vertical member is losing metal.
 - Extend the incline at Seal Harbor. Earl spoke with Shey Conover about this. It needs repair.
- Maybe start budget work in October.
- We will eventually need a new outer dinghy float at the ferry, and new dinghy floats at Seal Harbor. When we buy a new float, mark it with date.
- The new winch is an unexpected expense. Earl instructed PYY to repair the old one and keep it as a backup.
- Dylan asked about opinions on installing an incline and float at the bump-out at the Ferry dock. Earl stated that was designed as a landing. Should the Town be on the lookout for used equipment? Earl recommended it be a seasonal float. We should keep this on our radar.

Motion to adjourn meeting at 7:24 pm by E. MacKenzie, seconded by D. Purington. No discussion. Roll Call. Motion passed 7 yes, 0 no.

Respectively Submitted,

Carrie Reed, Secretary