

# SELECT BOARD MEETING

## Town Office Meeting Room

### WEDNESDAY, DECEMBER 6, 2023

### 6PM

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 November 22, 2023 Regular Meeting.	
3.	Visitor's Comments:	<ul style="list-style-type: none"> <li>• <i>Ferry Service Update</i></li> <li>• <b>Sea Level Rise Update</b></li> <li>• Update on Municipal Building Project</li> </ul>
4.	<b>Upcoming Meetings and Subcommittee Reports:</b> Planning Board: December 11 Sea Level Rise: December 14	
5.	Town Manager Report:	6. Correspondence:
6.	<u>Old Business:</u> 1. Update on East Shore Drive Stabilization Project.	
7.	<u>New Business:</u> 1. Open FY24 Fuel Oil Bids. 2. Approve Draft 2024 Select Board Meeting Schedule. 3. Sign Letter of Thanks to Maple Grove Cemetery Committee. 4.	
8.	<u>Other Business:</u> 1.	
9.	Approve Warrant: FY24 #12	
10.	Appointments:	
11.	Chair Comments:	Individual Selectmen's Comments:
12.		
13.	Adjourn	

W: AGENDA 12 6 2023

**MEMBERS:**

CHAIR Shey Conover  
2026

Lauren Bruce  
2025

**VACANT**  
2025

Melissa Burns  
2026

Peter Anderson  
2024

Islesboro Select Board  
Regular Meeting  
Town Office Meeting Room & via Zoom  
Tuesday, November 21, 2023 @ 6:00 PM



**DRAFT MINUTES**

**Members Present:**

Chair Shey Conover, Melissa Burns, and Peter Anderson

**Absent:** Vice Chair Lauren Bruce

**Others Present:**

Town Manager Janet Anderson, Linda Gillies

Via Zoom: Fred Porter, Andrew (Pete) Anderson

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

**MOTION BY P. Anderson, seconded by M. Burns, to approve the minutes of November 8, 2023 Regular Meeting, as written. No discussion. Motion passed, 3 yes, 0 no.**

**VISITOR COMMENTS/PETITIONS.**

None.

**FERRY SERVICE UPDATE**

S. Conover stated that she has not received an update from John King. J. Anderson stated that she has heard a general unhappiness with the winter schedule. Ferry Service Director William Geary came to the island yesterday afternoon with two people from HR.

**SEA LEVEL RISE**

S. Conover reported that the next Sea Level Rise Committee meeting will be Tuesday, November 28<sup>th</sup>. On Thursday, December 14<sup>th</sup>, Joan Walton from the State, who oversees one of our funding sources, will be here to help us identify opportunities for future funding.

**MUNICIPAL BUILDING PROJECT**

Andrew (Pete) Anderson reported that the Town has parted ways with H.E. Callahan, and the Municipal Building Project Committee has voted in favor of working with Ledgewood, the company who did the school project. They are already working with Mark Ouellette at S. B. Architects, and have identified a number of areas where we can change things and hopefully reduce costs to get them down to budget.

Peter Anderson asked about H.E. Callahan's \$800 outstanding bill for Eileen Boardman for housing, and if that's the average we'll be paying for construction workers. Pete

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answered that H. E. Callahan had a lease signed with Eileen Boardman and they broke it; that's why they're paying the \$800. Ledgewood will not be housing workers on the island; they will be doing 4 10-hour days per week and will try to use the Quicksilver.

S. Conover asked for clarification on the contract, which we won't sign until we get the Guaranteed Maximum Price (GMP). Is it correct that we don't need a formal vote at this point to move forward? Pete answered that that is correct. Ledgewood has stated that the pre-construction work will be on their shoulders should the project not move forward.

### UPCOMING MEETINGS AND SUBCOMMITTEE REPORTS

- Planning Board: November 27<sup>th</sup>, 5:00pm
- Library Committee: Meeting in a couple weeks. Working on updating Policy Manual for general operations. Peter will send a working file. Laura Read and Brook Hua are leading.
- Planning Board Subcommittee: December 4<sup>th</sup> at 4:30pm

### TOWN MANAGER REPORT

- Packet included Agenda for 11/22/23 and Minutes of 11/8/23 Regular Meeting.
- Minutes/Correspondence:
  - Lighthouse Restoration Committee minutes of 10/26/23
  - 11/20/23 email from Gabe Pendleton to Islesboro Economic Sustainability Corp. regarding the future sale of Quicksilver.
  - 11/21/23 email from David Pendleton, Chair of the Maple Grove Cemetery Committee regarding Rules for the use of Maple Grove Cemetery Road for residents using this access while East Shore Drive is being repaired. We will install a sign.
- Old Business
  - None
- New Business
  - None
- Warrant #11
- Manager Report
  - Lighthouse Committee wants to use Square for credit card and debit card payments in the gift shop, but there's no way to put that into our TRIO system. If someone wants to make a payment by credit card, we can do that here at the Town Office. We will be going to TRIO Web soon. Maybe there will be more options with that platform.
  - Sale of Quicksilver: The IESC isn't interested in buying, but may be interested in helping an individual buy it.
  - We should thank the Cemetery Committee for use of Maple Grove.
  - 9/12/23 letter from MDOT informing us of future 2024 Light Capital Paving for Mill Creek Road and West Bay Road

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- 11/20/23 email sent to Energy Committee requesting they investigate moving the EV charger located outside the Public Safety Office. MMA sent info; they recommended it be away from a building.
- Draft listing of committee chairs to update.
- Next week we may need a special Select Board meeting for a possible foreclosure.

**CORRESPONDENCE**

Discussed in Town Manager's report

**OLD BUSINESS**

1. None

**NEW BUSINESS**

1. Approve Sea Level Committee Recommendation for Engineering Firm for the Narrows Project
  - The SLR Committee met last Friday, and we are pleased with the candidate.
  - GZA Engineering is a very experienced firm with offices in New England. They do environmental work, permitting work, and also do construction. They are large enough and diverse enough that, while they're taking on this alternatives analysis, if we work well together, there's the possibility of continuing to work with them on next steps.

**MOTION BY M. Burns, seconded by P. Anderson, to authorize Janet Anderson to enter into contract with GZA for \$50,000 for the Narrows Project. No further discussion. Motion passed, 3 yes, 0 no.**

**OTHER BUSINESS**

1. None

**APPROVE WARRANTS: FY24 #11**

**MOTION BY P. Anderson, seconded by M. Burns, to approve Warrant FY24 #11. No discussion. Motion passed, 3 yes, 0 no.**

**APPOINTMENTS:**

Museum: Melissa Burns

**MOTION BY P. Anderson, seconded by M. Burns, to appoint Melissa Burns to the Museum Committee. No discussion. Motion passed, 3 yes, 0 no.**

**CHAIR COMMENTS**

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S. Conover: Happy Thanksgiving! Sending well wishes to Lauren as she recovers.

**VICE-CHAIR COMMENTS**

L. Bruce was absent.

**INDIVIDUAL SELECT BOARD MEMBER COMMENTS**

P. Anderson: Happy Thanksgiving! The School's Thanksgiving lunch was fun.

M. Burns: Happy Thanksgiving! Stay warm!

**MOTION BY M. Burns, seconded by P. Anderson, to Adjourn Meeting at 6:254 PM. No Discussion. Motion passed, 3 yes, 0 no.**

Respectfully Submitted,

Carrie Reed  
Secretary



## **Minutes of the ALP Library Trustee Meeting, on November 7, 2023**

Attending: Priscilla Fort (Friends of ALP library), Peter Anderson (SB liaison), Ed Bacon, Tom Stevens, Brooke Hua, Melissa Olson (Director), Laura Read (Chair), Tom Stevens, Susan West (Secretary)

Laura Opened the meeting at 3:16pm.

The October 11, 2023, meeting minutes were approved, after a correction.

### **Friends of ALP Report by Priscilla Fort:**

The Friends are helping to bring people into the library.

In September the Friends held an information forum prior to the referendum election.

In October there was a multi-generational Halloween event, with 38 attending.

In December there will be the cookie swap.

Any donations to the Friends should be addressed as such, as opposed to the regular library account. The Friends' newsletter has the P.O. Box address.

### **Old Business:**

#### **I. Continued review of policy revisions in the handbook; discussion; vote on approval.**

Melissa led the discussion of those sections of the Handbook that have been changed or needed changing.

Some language was added or struck in the bylaws and other sections of the handbook.

Some language was flagged for the Select Board to specifically consider, because of questions of the library's possible liability.

One change to the handbook was approved by a vote, prior to a vote on the whole of the final document; after this we agreed not to vote on every single significant change, as there are many, but to wait and vote on all changes, as whole.

Tracking of all changes is possible through the versions of the documents, should anyone wish to crawl through them all.

Because we were not able to complete all the revisions and hold a vote on them, we decided to meet again in order to complete our work on the handbook before the end of the year.

## II. Vote on Sustainable Libraries Initiative certification

Per our agreement after our last meeting, Melissa joined the Sustainable Libraries Initiative, for the \$50 fee, and asked the Board to approve actively initiating the process of ALP becoming certified.

Such certification will require the ongoing and active participation by our board members.

Melissa asked us to think of the area(s) on which we are most interested to work.

See: <https://sustainablelibrariesinitiative.org>.

The Board unanimously approved taking on this work to become certified.

**III.** A question was raised about what action was being taken on the smell in the basement: Melissa said that there needs to be a significant amount of work done on the old foundation, an such action work will be undertaken.

**New Business:** none in this meeting.

We adjourned at 4:25 pm.

Next Trustees' Meeting Date November 28<sup>th</sup> at 3:15pm.

As a reminder, there is no meeting planned for December, with the first meeting in 2024 schedules for Tuesday, January 9, at 3:15 pm.

## Janet Anderson

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**From:** Laura Houle <houles3@yahoo.com>  
**Sent:** Wednesday, November 29, 2023 10:01 AM  
**To:** John King; Janet Anderson  
**Subject:** ferry traffic

Good day...

Island life. It is not for everyone but those of us who choose to live here understand there is good and bad.

I am writing this with concerns and thoughts regarding the ferry.

I have certainly noticed this fall that commercial traffic is exceptionally high. Traffic looks like summer time these days.

I am not quite understanding why it is that we are not running on a summer schedule this fall with the amount of construction trucks coming back and forth from the island to America.

Below is a list of businesses with commercial trucks traveling back and forth on a regular basis:

- MMGarage/MM Fuel
- Paul Hatch Construction
- Peter Coombs
- Paul Grindle
- Leach's
- JPA Excavation
- Vinal Energy
- Island Market
- Durkee's Store
- Islesboro Marine

Now let's throw in business's coming from America:

- Viking
- Hammond Lumber
- Farley's (East Shore Dr road project).
- Transfer station dumpsters, when needed
- Brother's in Arms

This does not include any of the projects that are happening around the island, which could include any cement trucks, or other big trucks that resident owners are using from America. Nor does this include any of the smaller 1 ton trucks that are owned. Nor does this include trailers that may need to come over with any big trucks that may be bringing machinery over.

I imagine I am missing a few here and there, but the list thus far, is pretty long as is. Then throw in regular vehicles that are traveling back and forth.

Trying to understand the decision process the state uses in making decisions about the ferry and usage. We know the state can be flexible as we saw last year when it was decided to run the summer schedule into the winter season.

It would seem to make a bit of common sense, to at least have a summer schedule during the week to help out with this commercial traffic that is overly abundant this fall. And I surely hope the ferry committee, town manager and select board are sharing info with the state and are advocating for businesses (and residents) who live and work on Islesboro.

And shame on the state if they are not willing to converse and recognize and be flexible to common sense.



Again, we make a choice to live and work here, but that there are any where between 2-5 hours of sitting and waiting to get on a ferry, does become a bit much, especially when the state could just give us the summer schedule during the week.

Thanks for reading.

Laura Houle

MMGarage

Draft Proposed Rates for Tariff 10



11/29/2023

<b>ISLESBORO</b>								
	Current Rate Oct-May	Current Rate June-Sept	Illustrative Rate Oct-May	Illustrative Rate June-Sept	Illustrative Increase Oct-May	Illustrative Increase % Oct-May	Illustrative Increase Jun-Sept	Illustrative Increase %Jun-Sept
Adult Round Trip (RT)	\$8.00	\$13.00	\$9.00	\$15.00	\$1.00	12.50%	\$2.00	15.38%
Minor Round Trip	\$4.00	\$9.00	\$4.50	\$10.50	\$0.50	12.50%	\$1.50	16.67%
Vehicle Round Trip	\$22.00	\$29.50	\$26.00	\$37.50	\$4.00	18.18%	\$8.00	27.12%
Motorcycle Round Trip	\$17.50	\$23.75	\$20.50	\$29.25	\$3.00	17.14%	\$5.50	23.16%
Truck per foot RT	\$4.00	\$4.50	\$5.00	\$6.00	\$1.00	25.00%	\$1.50	33.33%
Adult Bike RT*	\$13.00	\$18.00	\$15.00	\$21.00	\$2.00	15.38%	\$3.00	16.67%
Minor Bike RT*	\$9.00	\$14.00	\$10.50	\$16.50	\$1.50	16.67%	\$2.50	17.86%
Reservation	\$20.00	\$20.00	\$24.00	\$24.00	\$4.00	20.00%	\$4.00	20.00%

<b>SWANS ISLAND, FRENCHBORO, NORTH HAVEN, VINALHAVEN</b>								
	Current Rate Oct-May	Current Rate June-Sept	Illustrative Rate Oct-May	Illustrative Rate June-Sept	Illustrative Increase Oct-May	Illustrative Increase % Oct-May	Illustrative Increase Jun-Sept	Illustrative Increase %Jun-Sept
Adult Round Trip (RT)	\$12.50	\$17.50	\$14.00	\$20.25	\$1.50	12.00%	\$2.75	15.71%
Minor Round Trip	\$6.25	\$11.25	\$7.00	\$13.25	\$0.75	12.00%	\$2.00	17.78%
Vehicle Round Trip	\$31.00	\$38.50	\$36.50	\$48.50	\$5.50	17.74%	\$10.00	25.97%
Motorcycle Round Trip	\$24.25	\$30.50	\$28.25	\$37.50	\$4.00	16.49%	\$7.00	22.95%
Truck per foot RT	\$4.25	\$4.75	\$5.25	\$6.25	\$1.00	23.53%	\$1.50	31.58%
Adult Bike RT*	\$17.50	\$22.50	\$20.00	\$26.25	\$2.50	14.29%	\$3.75	16.67%
Minor Bike RT*	\$11.25	\$16.25	\$13.00	\$19.25	\$1.75	15.56%	\$3.00	18.46%
Reservation	\$12.00	\$12.00	\$15.00	\$15.00	\$3.00	25.00%	\$3.00	25.00%

<b>MATINICUS</b>				
	Current Rate Year Round	Illustrative Rate	Illustrative Increase	Illustrative Increase%
Adult Round Trip (RT)	\$25.00	\$28.00	\$3.00	12.00%
Minor Round Trip	\$12.50	\$14.00	\$1.50	12.00%
Vehicle RT with reservation	\$90.00	\$107.00	\$17.00	18.89%
Motorcycle Round Trip	\$50.00	\$60.00	\$10.00	20.00%
Truck per foot RT	\$7.00	\$8.50	\$1.50	21.43%
Adult Bik RT*	\$30.00	\$34.00	\$4.00	13.33%
Minor Bike RT*	\$17.50	\$20.00	\$2.50	14.29%

\* Price reflects cost of bicycle and rider

**OLD**

**Janet Anderson**

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**From:** Thatcher E. Silar <tesilar@farleyinc.com>  
**Sent:** Wednesday, November 29, 2023 1:52 PM  
**To:** Janet Anderson  
**Cc:** Thomas J. Farley  
**Subject:** FW:  
**Attachments:** 20231129\_095505.jpg; 20231129\_095037.jpg; 20231129\_094955.jpg; 20231129\_095501.jpg

See attached pics from my site visit earlier today

**Thatcher E. Silar**  
**Senior Project Manager / Chief Estimator**  
**FARLEY**  
**INC.**

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**From:** Thatcher E. Silar <tesilar@farleyinc.com>  
**Sent:** Wednesday, November 29, 2023 1:49 PM  
**To:** Thatcher E. Silar <tesilar@farleyinc.com>  
**Subject:**

Sent from my U.S.Cellular© Smartphone  
Get [Outlook for Android](#)

40% complete  
per  
Gantley + Dorstky  
12/1/23

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**NEW**

# 2024 SELECT BOARD MEETING DATES

**6pm** *Note: Wednesdays at 6pm*

**DRAFT**

<b>JANUARY</b> <b>3, 17, 31</b> <small>Closed 15<sup>th</sup> MLK Day</small>	<b>FEBRUARY</b> <b>14, 28</b> <small>Closed 19<sup>th</sup> President's Day</small>	<b>MARCH</b> <b>13, 27</b>	<b>APRIL</b> <b>10, 24</b> <small>Closed 15<sup>th</sup> Patriots Day</small>	<b>MAY</b> <b>8, 22</b> <small>Closed 27<sup>th</sup> Memorial Day</small>	<b>JUNE</b> <b>5, 18</b> <small>Closed 19<sup>th</sup> Juneteenth</small>
<b>JULY</b> <b>3, 17, 31</b> <small>Closed 4<sup>th</sup> Independence Day</small>	<b>AUGUST</b> <b>14, 28</b>	<b>SEPTEMBER</b> <b>11, 25</b> <small>Closed 2<sup>nd</sup> Labor Day</small>	<b>OCTOBER</b> <b>9, 23</b> <small>Closed 14<sup>th</sup> Indigenous People Day</small>	<b>NOVEMBER</b> <b>6, 20</b> <small>Closed 11<sup>th</sup> Veteran's Day Closed 28 &amp; 29 Thanksgiving</small>	<b>DECEMBER</b> <b>4, 18</b> <small>Closed 25<sup>th</sup> Christmas</small>
<i>Subject to change</i>					

## Planning Board Meeting Dates

*Begin at 5:00pm in Town Office*

<b>JANUARY</b> <b>8, 22</b>	<b>FEBRUARY</b> <b>5, 26</b>	<b>MARCH</b> <b>11, 25</b>	<b>APRIL</b> <b>8, 22</b>	<b>MAY</b> <b>6, 20</b>	<b>JUNE</b> <b>3, 17</b>
<b>JULY</b> <b>1, 15, 29</b>	<b>AUGUST</b> <b>12, 26</b>	<b>SEPTEMBER</b> <b>9, 23</b>	<b>OCTOBER</b> <b>7, 21</b>	<b>NOVEMBER</b> <b>4, 18</b>	<b>DECEMBER</b> <b>2, 16</b>
<i>Subject to change</i>					

## Harbor Committee Meeting Dates

*Begin at 6:30pm in Town Office*

*(Quarterly - the third Thursday)*

<b>JANUARY</b> <b>18</b>	<b>APRIL</b> <b>18</b>	<b>JULY</b> <b>18</b>	<b>OCTOBER</b> <b>17</b>
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## Health Center Advisory Board Meeting Dates

*3pm in Town Office*

<b>FEBRUARY</b>	<b>MAY</b>	<b>AUGUST</b>	<b>NOVEMBER</b>
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**TOWN OF ISLESBORO**  
P.O. Box 76 • 150 Main Road • Islesboro, Maine 04848  
(207) 734-2253 • Fax (207) 734-8394

**NEW**

Janet R. Anderson  
Town Manager  
manager@townofislesboro.com

December 6, 2023

Maple Grove Cemetery  
c/o David Pendleton  
P.O. Box 225  
Islesboro, ME 04848

**DRAFT**

Dear Committee Members,

We would like to extend our sincere thanks for letting East Shore Drive residents access Cemetery Road during this time of closure due to the road stabilization project.

Sincerely,

Shey Conover

Lauren Bruce

Melissa Burns

Peter Anderson