

SELECT BOARD MEETING

Town Office Meeting Room

WEDNESDAY, FEBRUARY 14, 2024

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 January 21, 2024 Regular Meeting.	
3.	Visitor's Comments:	<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: February 26, 2024	
5.	Town Manager Report:	6. Correspondence:
6.	<u>Old Business:</u> 1. 2.	
7.	<u>New Business:</u> 1. Museum Committee. 2.	
8.	<u>Other Business:</u> 1.	
9.	Approve Warrant: FY24 #17	
10.	Appointments:	
11.	Chair Comments:	Individual Selectmen's Comments:
12.		
13.	Adjourn	

W: AGENDA 2 14 2024

MEMBERS:

CHAIR Shey Conover
2026

Lauren Bruce
2025

V A C A N T
2025

Melissa Burns
2026

Peter Anderson
2024



Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Tuesday, January 31, 2024 @ 6:00 PM

DRAFT MINUTES

Members Present:

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

Others Present:

Town Manager Janet Anderson,

Via Zoom: Jennifer West, Maggy Willcox, Antony Merck

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

MOTION BY M. Burns, seconded by L. Bruce, to approve the minutes of January 17, 2024 Regular Meeting, as written. Motion passed, 4 yes, 0 no.

VISITOR COMMENTS/PETITIONS.

None.

FERRY SERVICE UPDATE

S. Conover referred to an email from John King regarding the change of the boats that are in service. It was a combination of issues with other island boats and also trying to solve the crew shortage. We should expect the current boat to be here for the next 8-12 weeks.

SEA LEVEL RISE

S. Conover reported that GZA Engineering came out to look at the Narrows, and they are working on plans now. We should have an update in about a month. John King has a meeting next week with Bill Pulver at the Maine DOT regarding flooding at Grindle Point. Hopefully, that will lead to a follow-up discussion about how to address Ferry Road vulnerability.

MUNICIPAL BUILDING PROJECT

L. Bruce reported that there is no update since the last SB meeting; the timeline remains the same. We should have a Guaranteed Maximum Price by Feb. 26. The preconstruction permitting, shop drawings, and site mobilization should be happening in early March, and construction should begin March 21.

HARBOR COMMITTEE

P. Anderson provided an update. Harbor Committee met on January 18th. Ken Smith, Earl MacKenzie, and Dylan Purington had a brief discussion about a regional ambulance

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boat system. Since then, Ken has reached out to Pete and is requesting that the Select Board revive the committee we recently disbanded to explore emergency transportation options. Ken is proposing we put together a team of individuals from the Health Center, EMS, Select Board, and local experts, such as Harbor Masters, and local captains. He would like to see the committee be tasked with agreeing on the needs and requirements of not just a vessel, but also how to staff it and how we contract with individuals to provide services. Dylan, as a business owner, is looking to get a new charter vessel. Although he's having trouble coming up with the funding right now for a boat big enough to fit a gurney, if he gets a new boat, it would be with the idea that it would not just be for himself and charters, but he would also make the boat and himself as captain available to the Town in emergency situations. We have a few local captains available, but how do we ensure that they are available when we need them? The Quicksilver is transitioning out, and we need to step up as a Town to fill that hole. Dylan suggested that if the Town purchases a boat, that perhaps we look into pairing it with the Harbor Masters' duties. Most harbors in the area have a dedicated tender or chase boat for their Harbor Masters, and perhaps that boat can be used to help in an emergency situation. The Harbor Masters and the Chair of the Harbor Committee are concerned that this is an ongoing issue and we can't seem to solve it.

L. Bruce stated that the Quicksilver was a viable business for a long time. It seems we should let someone else take over the business rather than the Town taking it on. P. Anderson clarified that we shouldn't wait for an individual to start a business and solve this problem for us. If the Town maintains other emergency services, this would be a wise one to consider. At one point, there was a municipally controlled boat. If we don't purchase a boat, perhaps we can at least organize the volunteers like we do with the fire department and EMS, by offering basic on-call compensation, and payment when they get called out.

S. Conover stated that she would like to get Fred's perspective on this before we start a new committee. It's a good point well taken, and it's an important service. We don't want to be unprepared. If it looks like we need to have a Town conversation beyond the emergency response, it makes sense to have a broader committee that would include a representative from the school as well.

Discussion about various details to consider. Best to discuss with Fred first for his assessment.

UPCOMING MEETINGS AND SUBCOMMITTEE REPORTS

- Planning Board: February 5th, 5:00pm.
- Energy Committee: February 13th, 5:15pm.

TOWN MANAGER REPORT

- Packet included Agenda for 1/31/24 and Minutes of 1/17/24 Regular Meeting.
- Committee Minutes/Correspondence:

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- Handout/mailed report from Islesboro Energy Hub on January activities
 - Maine Comm Foundation H Ctr Endowment Fund statement \$1,578,737.56
 - Draft of "Islesboro Looking Ahead"
 - 1/19/24 email from Peter Anderson regarding request from Harbor Committee on the lack of agreement from Off Island Logistics/Quicksilver.
- Warrant #16
 - Manager Report
 - J. Anderson reported that today she hired Brian Bohanon as Finance Director, to begin 3/1/24. Brian is eager to start. We will sign him up for any available training prior to this date.
 - East Shore Drive
 - Farley is working on it.
 - S. Conover asked if Fred has been talking with FEMA about our road damage.
 - Fred is in touch with MEMA and FEMA. We are gathering information and photos.

CORRESPONDENCE

Discussed in Town Manager's Report.

OLD BUSINESS

1. Set Winter Information Meeting Date
 - We used to have a Winter Info Meeting in addition to the Summer Info Meeting, but it was dropped during Covid. It seems a good time to reinstate.
 - Town Meeting: June 15.
 - Winter/Spring Info meeting: April 10, 5-6

NEW BUSINESS

1. None.

OTHER BUSINESS

1. None.

APPROVE WARRANTS: FY24 #16

MOTION BY M. Burns, seconded by L. Bruce, to approve Warrant FY24 #16. No discussion. Motion passed, 4 yes, 0 no.

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APPOINTMENTS:

Housing Committee: Cate Blackford.

MOTION BY M. Burns, seconded by L. Bruce, to appoint Cate Blackford to the Housing Committee. No discussion. Motion passed, 4 yes, 0 no.

CHAIR COMMENTS

S. Conover: No comments.

VICE-CHAIR COMMENTS

L. Bruce: No comments.

INDIVIDUAL SELECT BOARD MEMBER COMMENTS

P. Anderson: Taco & Trivia Night was a huge success.

M. Burns: No comments!

EXECUTIVE SESSION

Motion to enter executive session pursuant to 1 MRSA § 405(6)(F) and 25 MRSA § 2006 to consider concealed weapon permit applications 2024-#1 and 2024-#2

MOTION BY L. Bruce, seconded by M. Burns, to enter into Executive Session at 6:41 PM. No Discussion. Motion passed, 4 yes, 0 no.

Respectfully Submitted,

Carrie Reed
Secretary

RECEIVED
FEB - 7 2024



JENSEN BAIRD
ATTORNEYS AT LAW

BY: MISHLE E. LOWRY III
MICHAEL J. QUINLAN
RICHARD N. BRYANT
NATALIE L. BURNS
SALLY J. DAGGETT
ROY T. PIERCE
BRENDAN P. RIELLY

NICHOLAS J. MORRILL
MARK A. BOWER
CHARLES M. KATZ-LEAVY
ALYSSA C. TIBBETTS
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Of Counsel

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PATRICIA M. DUNN
DAVID J. JONES
DEBORAH M. MANN
F. BRUCE SLEEPER
RICHARD H. SPENCER, JR.

February 5, 2024

Janet Anderson, Town Manager
Town of Islesboro
P.O. Box 76
Islesboro, ME 04848-0076

Re: *Resignation as Town Attorney as of June 30, 2024*

Dear Janet:

I am writing to inform you that I am relocating to Colorado, and the law firm will no longer be able to serve as the Town Attorney effective June 30, 2024. The law firm and I will work to assist the Town with its transition to a new Town Attorney between now and then. After that date, other municipal attorneys at the law firm will be available - as schedules permit - to serve on a special counsel/conflict counsel basis for specific projects or disciplines if that is of interest to the Town, such as relates to municipal broadband matters.

Please know that I am going to really miss working with you. We have experienced a lot together over the last 12 years, and I am grateful for having had the opportunity to work with you and the other members of the Islesboro team.

Thank you again for the opportunity to serve the Town of Islesboro. If you have any questions or concerns about the transition ahead, please contact me.

Sincerely,

Sally J. Daggett

~ Over 70 Years of Service ~



Town of Islesboro
Capital Reserve Account
Period Ending January 31, 2024

FUND NAME	Beginning Balance as of 01/01/24	Distributions	Balance after Transfer	Expenses (\$395.43)	Earnings M/M \$4,466.04	Realized Gain/Loss \$0.00	Unrealized Gain/Loss \$6,648.00	Contributions	Ending Balance as of 01/31/24
EQUIPMENT & VEHICLES									
AMBULANCE RESERVE	\$26,276.49		\$26,276.49	(56.33)	\$84.29	\$0.00	\$125.47		\$26,479.92
FIRE ENGINE	\$11,775.26		\$11,775.26	(52.84)	\$37.77	\$0.00	\$56.23		\$11,866.42
FIRE EQUIPMENT	\$5,755.14		\$5,755.14	(51.39)	\$18.46	\$0.00	\$27.48		\$5,799.69
HEALTH CENTER EQUIPMENT	\$16,166.02		\$16,166.02	(53.00)	\$51.86	\$0.00	\$77.19		\$16,291.17
LANDSCAPING AND GROUNDSKEEPING EQUIPMENT	\$1,503.22		\$1,503.22	(40.46)	\$7.18	\$0.00	\$7.18		\$1,514.86
POLICE CRUISER	\$27,940.05		\$27,940.05	(86.73)	\$89.63	\$0.00	\$133.41		\$28,156.36
PUBLIC WORKS FOR EQUIP & REPAIRS	\$8,882.85		\$8,882.85	(52.14)	\$28.49	\$0.00	\$42.42		\$8,951.62
TOWN TRUCK	\$14,985.95		\$14,985.95	(53.61)	\$48.07	\$0.00	\$71.56		\$15,101.97
SCHOOL									
SCHOOL IMPROVEMENT RESERVE	\$135,235.23		\$135,235.23	(592.60)	\$433.80	\$0.00	\$645.75		\$136,282.19
SCHOOL BUS	\$20,615.90		\$20,615.90	(54.97)	\$66.13	\$0.00	\$98.44		\$20,775.50
SCHOOL SOLAR PROJECT RESERVE	\$100,600.67		\$100,600.67	(524.24)	\$322.70	\$0.00	\$480.37		\$101,379.50
LAND AREA									
MADDO DODGE FIELD - RESERVE	\$2,700.15		\$2,700.15	(50.65)	\$8.66	\$0.00	\$12.89		\$2,721.05
SOCCER FIELD IMPROVEMENT	\$81,815.90		\$81,815.90	(519.72)	\$262.45	\$0.00	\$390.67		\$82,449.30
PROJECT									
ENGINEERING, ARCHITECT, SURVEY	\$151.39		\$151.39	(50.04)	\$0.49	\$0.00	\$0.72		\$152.56
FUTURE	\$1,695.82		\$1,695.82	(50.41)	\$5.44	\$0.00	\$8.10		\$1,708.95
INCLINE & FLOATS	\$30,131.67		\$30,131.67	(57.26)	\$96.66	\$0.00	\$143.88		\$30,364.95
MUNICIPAL BUILDINGS	\$30,626.10		\$30,626.10	(57.98)	\$98.24	\$0.00	\$146.24		\$30,863.20
ROAD RECONSTRUCTION	\$369,366.43	(5218,308.00)	\$151,058.43	(536.40)	\$484.56	\$0.00	\$721.30		\$152,227.89
HEALTH CENTER TECHNOLOGY	\$40,746.98		\$40,746.98	(59.82)	\$130.71	\$0.00	\$194.57		\$41,062.44
SHELLFISH OPERATIONS	\$4,758.48		\$4,758.48	(51.15)	\$15.26	\$0.00	\$22.72		\$4,795.31
MUNICIPAL BUILDINGS EXPANSION	\$0.10		\$0.10	\$0.00	\$0.00	\$0.00	\$0.00		\$0.10
SOLAR-SALT BUILDING	\$64,551.54		\$64,551.54	(515.60)	\$207.07	\$0.00	\$308.23		\$65,051.28
SOLAR-TOWN OFFICE	\$64,551.54		\$64,551.54	(515.60)	\$207.07	\$0.00	\$308.23		\$65,051.28
REPLACEMENT									
AGING SYSTEM REPLACEMENT	\$42,514.83		\$42,514.83	(510.25)	\$136.38	\$0.00	\$203.01		\$42,843.97
ACRE ISLAND PUB SAFETY	\$5,282.86		\$5,282.86	(51.27)	\$16.95	\$0.00	\$25.23		\$5,323.77
IMB - REPLACEMENT RESERVE	\$77,705.52		\$77,705.52	(518.73)	\$249.26	\$0.00	\$371.04		\$78,307.09
ISLAND FIRE SUB-STAT	\$15,617.72		\$15,617.72	(53.76)	\$50.10	\$0.00	\$74.57		\$15,738.63
LIBRARY EQUIP & REPAIRS	\$17,132.36		\$17,132.36	(44.13)	\$54.96	\$0.00	\$81.81		\$17,265.00
TRANSFER STATION WALL REPLACEMENT	\$10,011.65		\$10,011.65	(52.41)	\$32.12	\$0.00	\$47.81		\$10,089.17
TECHNOLOGY	\$22,501.77		\$22,501.77	(55.42)	\$72.18	\$0.00	\$107.45		\$22,675.98
TENNIS COURT RESERVE	\$313.79		\$313.79	(50.08)	\$1.01	\$0.00	\$1.50		\$316.22
SEA LEVEL RISE	\$146,103.04		\$146,103.04	(535.21)	\$468.67	\$0.00	\$697.64		\$147,234.14
FIDUCIARY FUNDS									
DHWTF-Reserve	\$20,282.04		\$20,282.04	(54.88)	\$65.06	\$0.00	\$96.65		\$20,439.06
DHWTF-Treatment Plant	\$5,848.54		\$5,848.54	(51.41)	\$18.76	\$0.00	\$27.93		\$5,893.82
RESTRICTED LIBRARY	\$22,548.02		\$22,548.02	(55.43)	\$72.33	\$0.00	\$107.67		\$22,722.69
UNRESTRICTED LIBRARY	\$49,543.97		\$49,543.97	(511.94)	\$158.93	\$0.00	\$236.57		\$49,927.53
CEMETERY FUNDS									
CEMETERY FUNDS	\$8,897.69		\$8,897.69	(52.14)	\$28.54	\$0.00	\$42.49		\$8,966.58
PUBLIC HEALTH									
PUBLIC HEALTH	\$7,005.85		\$7,005.85	(51.68)	\$22.47	\$0.00	\$33.45		\$7,060.08
EMERGENCY FERRY TRIPS-Reserve									
EMERGENCY FERRY TRIPS-Reserve	\$36,524.07		\$36,524.07	(58.80)	\$117.16	\$0.00	\$174.40		\$36,806.83
REVALUATION									
REVALUATION	\$1.97		\$1.97	\$0.00	\$0.01	\$0.00	\$0.01		\$1.99
GRANT WRITER									
GRANT WRITER	\$50,545.76		\$50,545.76	(512.18)	\$162.14	\$0.00	\$241.36		\$50,937.08
GROUNDWATER									
GROUNDWATER	\$11,347.00		\$11,347.00	(52.74)	\$36.38	\$0.00	\$54.16		\$11,434.80
TOTALS	\$1,610,561.33	(5218,308.00)	\$1,392,253.33	(5335.43)	\$4,466.04	\$0.00	\$6,648.00	\$0.00	\$1,403,031.84

TOWN OF ISLESBORO

P.O. Box 76 • 150 Main Road • Islesboro, Maine 04848
(207) 734-2253 • Fax (207) 734-8394

Janet R. Anderson
Town Manager
manager@townofislesboro.com

February 5, 2024

Town Committee Chairs,

The Select Board would like to schedule a meeting with all town committee chairs, **Thursday, February 15th from 4:30 - 6 pm at the Town Office**. The purpose of the meeting is to provide a brief update on your committee's work and upcoming priorities. We have done these meetings pre-COVID, and found them to be a nice way of identifying areas for potential collaboration and also hopefully a helpful way to share committee needs ahead of the budget process that will begin in March.

Please plan to attend, and be ready to speak for 2-3 minutes about your committee's priorities for the coming year. We have many town committees, so in order to stay on track we ask for everyone to be brief and stick to the high points. Areas of overlap can be explored in follow-up conversations, and we are particularly interested in understanding potential grant funding and capacity needs.

Please feel free to reach out to Janet or Shey with any questions. If this day/time doesn't work, please try to send an alternate committee member or touch base with your ex-officio to provide a brief update on your behalf.

We hope that you can join us.

Shey

State of Maine
Notice of Presidential Primary Election
Tuesday, March 5, 2024

Municipality Islesboro Voting District 1

Voting Place Name Town Office Voting Place Location 150 Main Road

Polls Open at 8 A.M.

Polls Close at 8:00 P.M.

Election Day Absentee Ballot Processing (check all that apply):

Processed by: Municipal Clerk (Centrally) Warden (At polls)

Time(s) of Absentee Ballot Processing on Election Day*:

During Election Day (3/5/2024) Processing Time(s): 6:00 PM

Only after 8 p.m. on Election Day (3/5/2024)

Federal and State Offices To Be Voted On:

President (Democratic)

President (Republican)

A True Copy
Attested

Uma L Pendleton
(Signature of Municipal Clerk)

Date 2-5-24

* If Municipal Clerk is processing absentee ballots prior to Election Day, dates and times of processing are listed on the Notice of Intent to Process Absentee Ballots Prior to Election Day.

Lighthouse Committee January 25, 2024 Meeting



Attendance: Bill Thomas, Catherine Demchur-Merry, Edward Bacon, Jim Mitchell, Ken Smith, Rachel Rolerson-Smith, Terry Sanderson, Yvette Reid, Anne Bertulli via Zoom

Ken began by welcoming the newest member to our committee the Rev. Ed Bacon; and by thanking Terry, Anne, Rachel, Bill, and Catherine for the great job they did in cleaning-up the damages to the lighthouse from the wind and rain storms. The minutes from the December 28, 2023 minutes were accepted.

Storm Assessment: During the storm on December 10th two windows in the Annex were broken and a small door on the west side of the tower was torn off, causing flooding in the tunnel. A model of the ship *Puma* was washed out of the building and severely damaged. The above named crew did an excellent job of cleaning up the tunnel. Will Merryman volunteered to board up the two broken windows, the entrance door to the museum, and the exterior door off the Tower. Consequently, due to the work of the Lighthouse Committee and Will, the damage to the Light Station was minimal from the December 13th storm.

Boat House: During the December 10th storm, the strong winds coupled with the ocean surge caused the boat house to move on its piers. Fortunately, Jim Nelson and his sons of Brothers in Arms placed Jersey barriers chained to the boat house on the south side and large boulders on the north side, which kept the boat house from falling into Penobscot Bay during the second storm on the 13th which had a High Astronomical Tide. All this was made possible by Phil Berry's generous donation of the Jersey barriers and boulders.

Catherine has placed photos of the damage on the website, Terry and Anne will write an article to be printed in the Islesboro Island News, and Anne has written about it on Facebook.

Bill has been working on re-glazing some of the museum windows, and he reported that the putty is like concrete. He has obtained a heat gun, but progress will be slow.

Donations: We received a copy of the Town's policy on accepting gifts and donations during the meeting. The committee will follow this policy. Ed and his wife Ruth have graciously donated a certificate of the **#1 Town of Islesboro Ferry Bond**, which was used to build the first ferry, the Governor Brann, in 1948. The certificate belonged to an ancestor of Ruth, Alpheus Pendleton. On the second floor of the museum Ken found 17 blueprints for the first ferry pen drawn by the State Highway Commission. The blueprints were drawn to accommodate the Governor Brann.

Ken is presently working on an application for a \$10,000 grant from the Maine Community Foundation. We would use this grant to partially pay for repairs to the Lantern Room. The application is due in mid-February, and Ken has asked other members to assist in writing the grant application. Ken will soon be meeting with a representative of Central Maine Power to discuss the removal of the guy wire which is connected to the Lantern Room rail.

Terry has offered to purchase brackets for the flower boxes and flowers.

The next scheduled meeting will be Thursday, February 8, 2024 at 3:00 p.m. in the Town Office.

Respectfully submitted,
Yvette L. Reid, Secretary