

SELECT BOARD MEETING

SCHOOL LIBRARY at 5PM

WEDNESDAY, APRIL 24, 2024

Special Town Meeting – GHK at 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 April 10, 2024 Regular Meeting. | |
| 3. | Visitor's Comments: | <ul style="list-style-type: none"> • Ferry Service Update • Sea Level Rise Update |
| 4. | Upcoming Meetings and Subcommittee Reports: Planning Board: May 6, 2024 | |
| 5. | Town Manager Report: | 6. Correspondence: |
| 6. | <u>Old Business:</u> | |
| | 1. | |
| 7. | <u>New Business:</u> | |
| | 1. Open bids on Roadside Mowing. | |
| | 2. | |
| 8. | <u>Other Business:</u> | |
| | 1. | |
| 9. | Approve Warrant: FY24 #22 | |
| 10. | Appointments: | |
| 11. | Chair Comments: | Individual Selectmen's Comments: |
| 12. | | |
| 13. | Adjourn | |

W: AGENDA 4 24 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
Wednesday, April 10, 2024 @ 5:00 PM



DRAFT MINUTES

Members Present:

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

Others Present:

Town Manager Janet Anderson, Cressica Brazier, Derreth Roberts, Josh Leach, Janice Leach, Daniel Frohling, Linda Gillies, Murt Durkee, Charlie Cilley, Jennifer West, Mike Clayton, Christine Robb, Carol Pierson, Hank Conklin, Odesser Schoppe, Jay T. Zlotkowski, Owen Howell, Isabel Jackson, Bill Boardman, Dylan Purington

Via Zoom: Frank Start, Andrew (Pete) Anderson, Fred Porter, Anne Bertulli, Julie Reidy, Stephen Miller, Dorie Henning, Mark Ouellette, Steve Blatt, Elana Kehoe, Sewing Circle, Dustin Reidy, Dick Cavanaugh, Maggie Willcox, James Cowan, Kizzi Barton

Call to Order: Chair Shey Conover called the meeting to order at 5:01 PM, and a quorum was established.

MOTION BY M. Burns, seconded by L. Bruce, to approve the minutes of March 27, 2024 Regular Meeting, as written. No discussion. Motion passed, 4 yes, 0 no.

VISITOR COMMENTS/PETITIONS.

Josh Leach asked about the roadside mowing contract. He stated he spoke with Dave Dyer earlier in the week about how strict the 6-foot setback is on the roadside. The mower he can get is 5'3." J. Anderson stated that would be fine. Josh may bid.

FERRY SERVICE UPDATE

No update from John King.

SEA LEVEL RISE

S. Conover stated she will save the update for the informational meeting following the Select Board meeting.

MUNICIPAL BUILDING PROJECT

L. Bruce stated she will wait to report in the New Business portion of the meeting.

UPCOMING MEETINGS AND SUBCOMMITTEE REPORTS

- Harbor Committee: April 18th, 6:30pm.
- Planning Board: April 22nd, 5:00pm.

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, April 10, 2024 @ 5:00 PM

TOWN MANAGER REPORT

- Packet included Agenda for 4/10/24 and Minutes of 3/27/24 Regular Meeting.
- Committee Minutes/Correspondence:
 - Email 4/2/24 from William Geary, MDOT: Update on MCS return, he expects it will be about a month.
 - Rural Energy Prize Activities for March and April
 - Letter from Angus King on being approved for the CDS Congressionally Directed Spending Project
 - Bar Harbor Wealth Management March 31, 2024 Statement
 - Email (sent to SB) 4/10/24 from Frank Start re: IMB Committee appointment.
 - S. Conover stated it this deserves a response, but she hasn't had a chance to thoroughly review, so does not want to discuss tonight.
 - The ICC withdrew their request to change the schedule of ferry refueling to accommodate the Farmers' Market, so correspondence on that is a non-issue.
- New:
 - Special Town Meeting Warrant for April 24, 2024
 - Steve Miller re: Sears Island and Letter of Support
- Warrant #21
- Manager Report
 - Hired Thomas Michaud for the Public Works position. He will begin 4/16/24.
 - Legal Services search: To date we have received one proposal, from Eaton Peabody out of Ellsworth. Expecting one more from a law firm in Portland. There may be a third one. The deadline is in a couple weeks.

CORRESPONDENCE

Discussed in Town Manager's Report.

OLD BUSINESS

1. None.

NEW BUSINESS

1. Vote on & Sign: Special Town Meeting Warrant for April 24, 2024.

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, April 10, 2024 @ 5:00 PM

- L. Bruce explained that the Select Board needs to approve the Warrant. In advance of this meeting, she provided the Select Board with notes. The bulk of that information will be presented in the Informational meeting following the Select Board meeting. We have several MBPC members in the audience.
- This whole process began in March of 2021, when the Select Board requested investigating overcrowding in this building.
- The original estimate for the building project was established after we hired S. Blatt Architects in Feb of 2022. The original cost estimate for the entire 3-part project, was \$3,500,000. Of that, we've raised \$1,750,000 in Public Bond, and \$1,849,658 in private contributions, \$100,000 more than was promised. The original estimate was determined two years ago, but circumstances have changed in the construction world. Prices have been driven up considerably. We now have established a Guaranteed Maximum Price (GMP) for the 3-part project of \$4,465,990. We have a shortfall of \$866,332.
- The three parts of the project are the Health Center building, the Up-Island Public Safety Garage, and the renovation of this building when the Health Center moves out.
- On March 12, the MBPC voted unanimously to recommend to the Select Board that they sign a Warrant for \$866,322. That's what we will bring to the Town for a vote on April 24th. This will cover the cost of all three projects, but we will not be using Ledgewood Construction to build the Up-Island Public Safety Garage. The bids for that small building were too high. Instead, we will be looking for another way to build the Garage, perhaps as a metal building, and hoping to get an on-island builder to do it.
- If the funding is approved, finding a way this year to build the Up-Island PS Garage is the first thing on our agenda.
- We have a summary sheet from Cressica Brazier. The tax increase for typical year-round islanders will be \$30/year, the price of a summer ferry ticket.
- P. Anderson asked about the timeline of building the Up-Island Public Safety Garage. L. Bruce answered that it will be as soon as possible. Mark Ouellette added that he believes a metal building can be built for the \$432,000 we are budgeting.
- Daniel Frohling asked about David Paul's garage, which is for sale. Has the Board looked into the viability of this. L. Bruce answered that we need something North of the Narrows.
- Charlie Cilley asked about the priority of the Up-Island PS Garage. Would that be the first to break ground? L. Bruce answered that at the end of April/beginning of May, we will have groundbreaking on the Health Center, because we have the designs in place, and it's under the Construction Manager. If we hadn't had such a high bid on the Garage, we could have had simultaneous groundbreaking for both buildings.

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, April 10, 2024 @ 5:00 PM

- Frank Start asked if there will be sacrifices made by going with a metal building for the Up-Island PS Garage. L. Bruce stated that this is one option, but we are not committed to a metal building. We need to explore options.
- P. Anderson asked if we are going to wait until the Health Center is done before we dive into building the Garage. L. Bruce answered that we are not waiting. The Committee is going forward in how to construct the Garage.
- S. Conover clarified that in order to move forward with the Guaranteed Maximum Price, we need to have voter approval to raise the funds necessary for that. Once that is done, Ledgewood and the architects can move forward with the Health Center, but the Committee can continue to work outside of that process on the Up-Island Public Safety Garage.

MOTION BY S. Conover, seconded by L. Bruce, to approve the approve the Special Town Meeting Warrant for April 24, 2024. No further discussion. Motion passed, 4 yes, 0 no.

2. Discuss Sears Island Facility with Stephen Miller.

- Steve Miller stated that shortly after there was notice that the Dept. of Transportation would be pursuing a major manufacturing and launching facility for offshore wind components in November of 2021, the Select Board adopted a statement indicating that existing information at the time led them to believe that the best location was Mack Point, if it was to be built in Penobscot Bay. On May 24, 2023, the Select Board adopted a similar statement based on additional information. Now the matter is still in process, and there is more information about the importance of Sears Island.
- Islesboro Island Trust (IIT) recently became aware of two documents: a letter from Public Employees for Environmental Responsibility outlining their concerns about the governor's announcement to pursue developing this facility on Sears Island, and a letter from Sunlight Media Collective, which is a representative of indigenous voices in Maine. These two documents bring useful and important information to the record.
- It made sense to IIT to request the Select Board share the statement that was adopted a year ago, with these two documents, and a cover letter that indicates the key points, for the benefit of other local governments.
- S. Conover stated that IIT has long been a leader in sharing information with other communities around Penobscot Bay. She is happy to send a letter to other communities and let them know what we have said on the issue, and encourage them to weigh in if they have a position.
- L. Bruce added that the dune legislation fell through, which may impact what they are proposing for Sears Island.
- P. Anderson did not sign the last letter, and will likely not sign this one.

MOTION BY M. Burns, seconded by L. Bruce, to sign the Letter of Support with supporting materials. No further discussion. Motion passed, 3 yes, 0 no, P. Anderson abstained.

Islesboro Select Board
Regular Meeting
Town Office Meeting Room & via Zoom
Wednesday, April 10, 2024 @ 5:00 PM

OTHER BUSINESS

1. None.

APPROVE WARRANT: FY24 #21

MOTION BY M. Burns, seconded by L. Bruce, to approve Warrant FY24 #21. No discussion. Motion passed, 4 yes, 0 no.

APPOINTMENTS:

Dave Dyer, Deputy Road Commissioner.
This was approved at the last meeting; the appointment papers need to be signed.

CHAIR COMMENTS

S. Conover: Thank you, all, for coming for the regular meeting. Looking forward to thoughtful discussion during the info meeting.

VICE-CHAIR COMMENTS

L. Bruce: Ditto. There are copies of budget information here.

INDIVIDUAL SELECT BOARD MEMBER COMMENTS

M. Burns: No comments.

P. Anderson: No comments.

MOTION BY M. Burns, seconded by P. Anderson, to Adjourn Meeting at 5:38 PM. No Discussion. Motion passed, 4 yes, 0 no.

Respectfully Submitted,

Carrie Reed
Secretary

**2024 ROADSIDE Mowing Bids
OPENING: April 24, 2024**

NEW

| Business: | Bid: |
|------------------|-------------|
| 1. | \$ |
| 2. | \$ |

Awarded to: _____

- VOTE:** _____ **Shey Conover**
_____ **Lauren Bruce**
_____ **Melissa Burns**
_____ **Peter Anderson**

INVITATION TO BID

ROADSIDE MOWING

2ND POSTING

NOTICE IS HEREBY GIVEN that sealed bids marked "ROADSIDE MOWING" will be received at the Town Office until **APRIL 23, 2024 until 4pm.**

The Town reserves the right to accept or reject any/all bids and to negotiate in good faith with any bidder if it is deemed to be the best interest of the Town.

Select Board will award the bid at their APRIL 24, 2024 Meeting.

SPECIFICATIONS:

1. THE WORK:

Each season shall include mowing:

- a. Once the sides of all Town and State roads, consisting of 33 miles more or less; paying close attention to intersections.
- b. **A mowing season shall begin no later than July 1 and end on August 15; the first roadside mowing project of Contractor each season shall be the July 4th parade route from the Community Center to the Historical Society.**
- c. ~~Airport:~~
 - i. ~~Three times the grassy ends of the runway;~~
 - ii. ~~Three times 30-40 feet back from both sides of the runway; and~~
 - iii. ~~Three times: All other areas as much as field condition allows.~~

2. STANDARD:

- a. **Roadsides:** **The successful bidder shall agree to mow away from the sides of the road to a maximum 6 (six feet) except for:**
 - i. Area around corner/intersection of Golf Club Road and Mill Creek Road from CMP pole # 19 to house driveway. This area will be mowed to the tree line or 15 feet whichever is farther.
- b. ~~Grassy Areas at the Airport: All of the areas as defined by the Town Manager and successful bidder.~~

3. TERM: The Contract shall consist of two Mowing Seasons, each mowing season beginning May 1 and ending on September 30, 2025.
4. EQUIPMENT: All bidders shall provide a list of equipment they will be using in performing the work. **Road tractor needs to be insured and registered.**

INVITATION TO BID

ROADSIDE MOWING

2ND POSTING

5. **CREWS:** The successful bidder shall be solely responsible for providing adequate and competent crews to safely and effectively operate mowing equipment.
6. **PROPERTY RESPONSIBILITY:** The successful bidder shall bear all costs and be solely responsible for the repair and maintenance of his own equipment.
7. **INSURANCE:**
 1. Prior to the commencement of this contract, the successful bidder shall provide to the Select Board evidence of liability insurance in the name of the successful bidder and the Town of Islesboro, in the amount of \$500,000.00, which shall provide liability coverage against any and all claims for bodily injury, death or property damage arising out of the performance of the contract by the successful bidder. The successful bidder shall further agree to hold the Town of Islesboro harmless for any and all liability resulting from the successful bidder or his employees.
 2. The successful bidder shall be an independent contractor and not an employee of the Town of Islesboro. The successful bidder shall provide to the Board of Selectmen evidence of Workman's Compensation insurance or an explanation of exemption.
8. **PAYMENT SCHEDULE:**

Bids shall indicate a total contract price which covers two mowing season. In exchange for the full and faithful performance of the work as set forth in this Invitation to Bid, the Town of Islesboro will pay the successful bidder one half of the contract amount by October 15th of each contract year.

Bids shall indicate the following price:

\$ _____

9. **BID OPENING:** Bids will be opened at the APRIL 24, 2024 Select Board Meeting at 5:00pm at the Kinnicutt Center.