

Islesboro Select Board  
Regular Meeting  
Town Office Meeting Room & via Zoom  
Tuesday, December 20, 2023 @ 6:00 PM

APPROVED

1/3/24

MINUTES

**Members Present:**

Vice Chair Lauren Bruce, Melissa Burns, and Peter Anderson

**Absent:** Chair Shey Conover

**Others Present:**

Town Manager Janet Anderson, Frank Start

Via Zoom: Maggy Willcox, Peter Willcox

Call to Order: Vice Chair Lauren Bruce called the meeting to order at 6:01 PM and a quorum was established.

**MOTION BY M. Burns, seconded by P. Anderson, to approve the minutes of December 6, 2023 Regular Meeting, as written. No discussion. Motion passed, 3 yes, 0 no.**

**VISITOR COMMENTS/PETITIONS.**

None.

**FERRY SERVICE UPDATE**

No Update.

**SEA LEVEL RISE**

No Update.

**MUNICIPAL BUILDING PROJECT**

L. Bruce reported that there is a meeting next week on December 28 at 10:00am. There are minor changes to the designs for the Up-Island Public Safety Garage and Health Center buildings, and they hope to have a new tentative timeline for the work with Ledgewood.

**UPCOMING MEETINGS AND SUBCOMMITTEE REPORTS**

- Municipal Building Project Committee: December 28<sup>th</sup>, 10:00am.
- Planning Board: January 8<sup>th</sup>, 5:00pm
- Housing Committee: January 23<sup>rd</sup>, 5:00pm. Now focusing on creating a Town Center district around Durkee's Store.

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**TOWN MANAGER REPORT**

- Packet included Agenda for 12/20/23 and Minutes of 12/6/23 Regular Meeting.
- Committee Minutes/Correspondence:
  - Housing Committee minutes of 10/24/23
  - IMB Committee minutes of 10/25/23.
  - Energy Committee minutes of 11/14/23.
  - 12/18/23 email from Harry Brigham, 922 Billy Shore Drive, about significant erosion on the south side of Billy Shore Drive and now the inland edge of 4' from the road bed. Janet will talk with Tom Fowler as he inspected this area in October. Perhaps the stones from the Garage site can be used for stabilizing this.
  - 12/18/23 email from Frank Start regarding IMB Committee opening.
  - December report from Cressica Brazier on Rural Energy Prize. Ann Charlton, who had been hired as a coordinator, has left, and now it's just Kizzi Barton.
  - Request for Proposals for 1,000 cu yds summer gravel, due back 1/3/24
  - Job Opening & Job Description for Finance Director. Posted with MMA, The Courier, Camden Herald, Republican Journal. We are going to transfer our payroll to do it through Trio web, outsourcing with a company in NH. The new person won't have to do payroll.
- Old Business
  - None
- New Business
  - ALP Library Revised Trustee Handbook
  - Pine Tree Waste, Inc. Renewal Agreement
- Warrant #13
- Manager Report
  - At the 12/18 IMB meeting, Roger Heinen submitted his resignation from the committee. He is willing to continue consulting and will send a contract outlining his duties for \$1/year. I am very grateful for Roger and for all he has done for us. The committee will have a recommendation for a new member after their next meeting.
  - Dave & Tina would like to know if the SB would consider stopping the monthly boxholder mailing and continue to just send an online version. Annual cost for postage approx. \$1,300. We still will do boxholders for special meetings, etc. As of February, we will have to pay for them electronically. L. Bruce suggested we ask community members for feedback on this. M. Burns asked about a subscription option. Frank Start suggested having racks at the store and ferry terminal. To be discussed at next meeting.

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- East Shore Drive: 12/19 email from Thatcher Silar, Farley Project Manager, that they hope to be completed the end of this week. Then off 12/23 – 1/2/23 and return to do final completion. Would have been further along but the ferry shut-downs affected their schedule.
- Thursday, 12/21, the Town Office will be closed noon – 3pm for office holiday party.
- M. Burns asked about ledge (stones) in the road at the Narrows. J. Anderson stated she asked Nakomis Nelson to push it back with his tractor.

**CORRESPONDENCE**

Discussed in Town Manager’s report

**OLD BUSINESS**

1. None

**NEW BUSINESS**

1. A.L. Pendleton Library Revised Trustee Handbook
  - P. Anderson stated that the Board was questioning the legalese for the release form for photographs and images taken at events as well as notice of remote meeting participation. He wanted to make sure the library is on par with what other Town organizations are doing. They edited the language to make it more easily accessible. They do have Zoom meetings.
  - Regarding the photo release form, they wanted separate forms for minors and adults, but Peter suggested combining them into one. He is also concerned about the language referring to photos distributed by those who are “not part of library staff” and he would like to see what the school does in this case. M. Burns gave an example of when it might apply. J. Anderson stated she will run it by the Town attorney.
  - The Challenging Materials form has been edited to be more detailed, which will hopefully weed out any frivolous complaints.
  - The SB will hold off on approving this until after the attorney has chimed in.
2. Pine Tree Waste, Inc. Renewal Agreement
  - This will be annual, even though it says 3 years. It’s good for 3 years, but can be redone after one year.
  - They are asking for a 3% increase.
  - Frank Start asked when we started paying for the price difference in their fuel increases. Shouldn’t that be the cost of doing business? L. Bruce asked if the Town attorney said anything on this part of it.
  - M. Burns asked if there is a local option. J. Anderson stated that JPA isn’t licensed for trash removal. We can look into options if anything comes up.

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- Discussion about the fuel charges. P. Anderson asked how we know how much they use. We can ask for an itemized invoice. P. Anderson feels fuel should be the cost of doing business. J. Anderson stated she'd check into this.
- To be approved at next meeting.

**OTHER BUSINESS**

1. None.

**APPROVE WARRANTS: FY24 #13**

**MOTION BY P. Anderson, seconded by M. Burns, to approve Warrant FY24 #13. No discussion. Motion passed, 3 yes, 0 no.**

**APPOINTMENTS:**

Ex Officio slate, list in packet.

**MOTION BY M. Burns, seconded by P. Anderson, to approve the slate of Ex Officio appointments. No discussion. Motion passed, 3 yes, 0 no.**

**CHAIR COMMENTS**

S. Conover: Absent. No comments.

**VICE-CHAIR COMMENTS**

L. Bruce: I'll be happy when Shey returns!

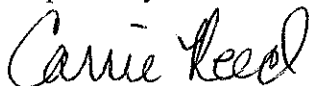
**INDIVIDUAL SELECT BOARD MEMBER COMMENTS**

P. Anderson: Dance with Devan did a great job tonight. It was well attended. A half hour well spent.

M. Burns: Lauren did a great job tonight. Everybody should come out and support middle-school basketball tomorrow vs. Vinalhaven at 11am.

**MOTION BY L. Bruce, seconded by M. Burns, to Adjourn Meeting at 6:50 PM. No Discussion. Motion passed, 3 yes, 0 no.**

Respectfully Submitted,



Carrie Reed  
Secretary