

APPROVED
3/1/23

MINUTES

Members Present:

Chair Gabe Pendleton, Vice Chair Shey Conover, Phil Seymour, Lauren Bruce, and
Melissa Burns

Others Present:

Town Manager Janet Anderson, Fire Chief Murt Durkee, Derreth Roberts, Linda Gillies,
Page Clason, Pete Anderson, Dylan Purington

Via Zoom: Jim Mitchell, Jennifer West, Fred Porter, Dave Petzel, Janis Petzel, Michael
Hutcherson, Christine Robb, Maggy Willcox, Peter Willcox

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

**MOTION BY P. Seymour, seconded by L. Bruce, to approve the minutes of February 1,
2023 Regular Meeting, as written. No discussion. Motion passed, 5 yes, 0 no.**

VISITOR COMMENTS/PETITIONS

None.

FERRY SERVICE UPDATE

G. Pendleton reported that John King has requested a meeting with the Ferry Service to
talk about the design for the Margaret Chase Smith replacement. Mark Higgins said he is
happy to have a meeting, and even potentially come to the island if needed, to talk to the
community and get input as he's done in the past. They are planning to build a hybrid
electric ferry, which can be run straight electric when the infrastructure is ready.

SEA LEVEL RISE

S. Conover reported that the Sea Level Rise Committee is continuing with the hiring
process for the Resilience Planning position; they have done one round of interviews, and
are anticipating receiving another couple of applications. The next Committee meeting is
tomorrow at 5:30.

MUNICIPAL BUILDING PROJECT

L. Bruce stated there is no update apart from the bid discussion for later on the agenda.

UPCOMING MEETINGS AND SUBCOMMITTEE REPORTS

- Planning Board: February 27th – 5pm

Islesboro Select Board
Regular Meeting & Executive Session
Town Office Meeting Room & via Zoom
Wednesday, February 15, 2023 @ 6:00 PM

TOWN MANAGER REPORT

Town Manager Janet Anderson shared via the packet:

- Minutes of 2/1/2023 Select Board Regular Meeting.
- Draft of Islesboro Looking Ahead 2023.
- Email correspondence regarding the Town network problems.
- Email from Linda Gillies regarding closing down the Tick-borne Disease Prevention Committee.
- FY23 Warrant #17
- Copy of Certificate of Appointment for Dylan Purington to the Board of Appeals.
- Minutes of the Lighthouse Restoration Committee meeting of January 17, 2023.
- Minutes of the Islesboro Housing Committee meeting of January 24, 2023.
- Draft Minutes of the Municipal Building Project Committee meeting of February 14, 2023.
- Estimate for Interior Lead Encapsulation and Finish Paint for Grindle Point Lighthouse.
- FY24 March Budget Workshops Calendar
- Up-Island Public Safety Garage Bid Tabulation Sheet

CORRESPONDENCE

None

OLD BUSINESS

1. Update “Islesboro Looking Ahead” for 2023
 - G. Pendleton stated that he will have an updated copy by the next meeting.

NEW BUSINESS

1. Discuss/award bid for Up-Island Public Safety Garage.
 - L. Bruce stated that there was only one bid on the project, and it came in extremely high at \$1,005,864. (The budget is about \$430,000). It may have been due to the alternate costs and/or a high estimate for working on the site. The members of the committee felt that it wasn’t worth negotiating.
 - There were two motions to take to the Select Board. One was to reject the bid from Maine Coast Construction. The other was to roll this project into the Health Center project and hire a Construction Manager to oversee the projects. The Construction Manager would work with the Architect to find ways to bring it in on budget, with the possibility of modifying the designs, and the possibility of waiting on some energy technologies until we can afford them.

Islesboro Select Board
Regular Meeting & Executive Session
Town Office Meeting Room & via Zoom
Wednesday, February 15, 2023 @ 6:00 PM

- The Committee appointed Pete Anderson, Bill Boardman, and Jay Zlotkowski to be on an interview committee for the Construction Manager. There are four candidates, and one of them is the Construction Manager who oversaw the school remodel project.
- Although the committee wanted the Garage to be built by local contractors, and separate from the Health Center building, having them both under the umbrella of one Construction Manager will be more efficient and cost effective, and L. Bruce is feeling positive about the outcome.
- Pete Anderson added that the bid was a stretch too far to try to negotiate. We are trying to build three projects out of the same pot of money, and every dollar we spend beyond the budget of the Up-Island Public Safety Garage is a dollar we don't have for the Health Center. We thought it would be better to regroup and bring the project in under a Construction Manager.
- G. Pendleton asked if the Construction Manager is going to be getting bids for everything at once, including the Health Center building, or will it be piecemeal? P. Anderson answered that the Construction Manager will piecemeal the contracts, for the plumbing, electrical, etc. L. Bruce added that it's possible to hire local people to do different pieces. The Construction Manager will be working with the Architect and the MBPC. This Manager will work directly for the Town, under contract.
- G. Pendleton asked if it makes more sense to understand the cost of the Health Center building before we start breaking ground on another building, given that the projected cost is potentially so much higher? Or is the Architect still confident that the projected budget of \$400,000 + for the Garage is going to hold? If we roll it in with everything, we may be over budget all around, as opposed to if we wait on the Up-Island Garage, we could potentially finish the Health Center with the money we have. If we have to go back to the voters, we at least have the largest, most important part of the project done.
- L. Bruce stated that the Committee would like to go forward believing that we can do all of these projects on budget.
- P. Seymour asked what happens if it comes it at \$800,000. L. Bruce answered that it will be part of the discussion with the Construction Manager.
- G. Pendleton added that he doesn't want to get to the point where both buildings are half done and we are out of money. P. Anderson answered that we will try to keep them separate in the numbers, but try to fit them all within the same amount of money. Once we break ground, everything will be under contract.
- P. Seymour asked if the other potential bidders give any indication of why they were not interested in the project. P. Anderson answered that he spoke with three of them. Some stated it was the lack of time to put the bid together. P. Anderson also got the impression that the local builders were booked up with projects over the coming year.

Islesboro Select Board
Regular Meeting & Executive Session
Town Office Meeting Room & via Zoom
Wednesday, February 15, 2023 @ 6:00 PM

- Murt Durkee stated for the record that the members of the Fire Department do not agree with the bid that we got, and feel the committee recommended the right action to reject the bid. The Fire Department by no means wanted an Up-Island Garage at that cost. If pricing and staying in budget means we have to eliminate something, they are agreeable to that. The main objective is to keep two emergency vehicles at the North End. Murt trusts the Committee to proceed with decisions and advise the Select Board correctly. The Fire Department will support the outcome.
- Murt also noted that yesterday, February 14, marked the 55th Birthday of Engine 4. In 1968, Fire Chief George Durkee went to Canada to pick up the new Fire Engine, and made the delivery to the island on February 14th. At the dedication of Engine 2 last year, George Durkee stated that Engine 4 was the best bargain of that period, and gave the best service to Islesboro for 55 years. The vehicle is still on the island in storage, and it still functions. How we got it to survive for so long was having good heated storage, which is crucial for municipal vehicles.
- Discussion about the possibility of the project going back to the Town for a vote if the project can't be done within the current budget.

MOTION BY M. Burns, seconded by S. Conover, to reject the bid and roll this project in with the Health Center building project under the umbrella of a Construction Manager. Discussion about how the Construction Manager would work. Motion passed, 5 yes, 0 no.

2. Request for FY24 Budget on Funding Mental Health Pilot Program and Islesboro Community Fund.
 - Michael Hutcherson spoke via Zoom representing the ICF and gave an overview of the project. ICF has committed to funding \$200,000 over the next two years to pay for a mental health provision on the island for all ages. There are two providers, one of whom will be working with Lindsey Dakers at the school for kids and families, and another focusing on adults. They will be coming from the mainland at least once a week and will be paid appropriately for their services. The Health Center is coordinating this effort, and the ICF is funding it. Michael stated the Town should be thinking about this in terms of its budget for the future (costs of quality mental health care, models to consider, making it free for all). Joyce Sirota has been providing these services for the past 18 years, but is retiring soon, and hasn't been coming to the island for the past two years. We don't want too large a gap in services.
 - G. Pendleton clarified with M. Hutcherson that the ICF isn't asking for money for this year's budget but asking the Town to think about this for after the two-year pilot program. Michael added that the Town has historically been paying Joyce Sirota \$7500 a year for her services plus ferry expenses, and the ICF hopes the Town is committed to continuing that level of support for mental health services. ICF will be reporting regularly on the efficacy of the

Islesboro Select Board
Regular Meeting & Executive Session
Town Office Meeting Room & via Zoom
Wednesday, February 15, 2023 @ 6:00 PM

program. G. Pendleton stated this is a good opportunity to look at how this might fit into future budgets.

- L. Bruce commented that this is a brilliant move and much needed on Islesboro, and she is grateful that they are providing this opportunity.
- P. Seymour asked if this will be \$200,000 per year or for two years. Michael clarified that it is \$100,000, plus the Town's \$7500, per year.
- Michael added that this could dovetail very nicely with the Health Center building project. This was intentional on the part of the ICF in terms of kickstarting this project so that we can hopefully take advantage of the new building when it's ready.
- Michael and Lindsey will be presenting this idea to the School Board as well.

3. Discuss closing down Tick-Borne Disease Committee, Linda Gillies & Derreth Roberts.

- Linda Gillies gave a brief history of the Committee, beginning in 1997, when the tick count here was very low. The first diagnosed case Lyme Disease on the island was in 2002. In 2008 there were 18 cases, and the Committee was established in 2009 to focus on information gathering and monitoring. They have put together a website and brochures, and have kept track of the numbers. Linda Wentworth participated in that, and now Beth O'Mara is interested in continuing. There isn't a lot of new information now. In 2021 there were 96 cases of tick-borne disease, and 68 cases in 2022.
- Derreth Roberts added that there have been 15 years of significant work by this committee, and this is a year of celebration. We now know about ticks, and people are careful. The providers here are remarkably knowledgeable. They keep track of the numbers at the Health Center. There has been no formal meeting of this committee over the past year. The HCAB can take over at this point, and can continue the work without the committee. Derreth would also like to celebrate the work that Linda Gillies has done.
- S. Conover echoed thanks for all the work. She also commended the committee for the reflection it took to come to the conclusion that the committee is no longer needed.
- J. Anderson added that the Town is still drafting off funds of the Deer Reduction Committee to cover the expenses of the Tick-Borne Disease Prevention Committee, for the brochures, website, etc., so it hasn't cost the Town any extra money.
- L. Bruce added a heartfelt thank you for all the years of great work.

MOTION BY P. Seymour, seconded by L. Bruce, to disband the Tick-Borne Disease Prevention Committee. No discussion. Motion passed, 5 yes, 0 no.

Islesboro Select Board
Regular Meeting & Executive Session
Town Office Meeting Room & via Zoom
Wednesday, February 15, 2023 @ 6:00 PM

4. Town Office Network Problems.

- S. Conover reported issues with Town email. Over the past year it seems there have been three different migrations that have temporarily caused connectivity issues with email. Often the website is impacted. This last time was in the middle of a hiring process, which highlighted the problem. She feels the system needs an upgrade, and would support that.
- L. Bruce added that she doesn't use her Town email anymore because it has been unreliable.
- Page Clason explained the hosting service we use and various options. There are thousands of hosting services out there. We have been using AQ Host, a small firm, since about 2010. We were looking for something simple at the time, and it was a very affordable and easy service to use. They've served us well for a minimal cost. We're paying \$120/year now for our web hosting and email, which are two different services, but they're related because of our domain name, townofislesboro.com. Several things are going on. One is we're increasingly demanding on what we want from the system. The other is the hosting service has been changing and going downhill. In the last year there have been several disruptions. They were positioning themselves to be bought out, which happened recently. They were making changes without notifying the user community, and we had to respond and make changes on our end after the fact. On the website side, we use an editing program that's outdated. We want to go to something more modern. When we move forward, we need to look at the email and the web. For email, we could go to something like Gmail, but we will be paying per user per month, and that will be hundreds of dollars a month. We have about 30 email addresses in use. Page thinks we just need a generic hosting service that's reliable. We need to think about Town Policy and how to handle Freedom of Information requests. We need something moderately sophisticated in place where we're archiving emails and can retrieve them for requests. The way it is now is not workable. We need to think about what level of payment and service we need for email. On the web side, the biggest issue is what we want for the new site. The first step is to review each department and gather the current info that will get put into the new system. Once we have those answers, switching over is relatively easy, but we want to do it when it's not a high-pressure period. We have mid-level demands, and a better hosting service and web-editing package will help. The domain renewal is set up to happen automatically with a charge to Page's credit card, but for the past few years, the card was charged, but the service's system wasn't updated, and the domain expired. Page has had to open a problem ticket to get it resolved each time. Things should be stable for a while.
- G. Pendleton thanked Page for all the good info. He thinks that having it as a future goal and probably working on it in the winter is best. We will probably have to hire someone to work on it specifically. Perhaps we should add this to the budget discussion.

Islesboro Select Board
Regular Meeting & Executive Session
Town Office Meeting Room & via Zoom
Wednesday, February 15, 2023 @ 6:00 PM

- S. Conover suggested reaching out to the Maine Municipal Association. They might have recommendations for services that are good for municipalities.
- G. Pendleton stated we can do some research and look into average costs for services and estimate the future budget.
- L. Bruce feels that email is more of a priority than the website at this point. Page stated that the email and the web hosting could have two different service providers, so we could switch email to a new provider now and let the website sit. One thing to consider is security and privacy. Perhaps we want highly secure email for some users, in which case we probably need two domains, though one domain is possible. You don't necessarily need to budget fully for all accounts if you want to upgrade and protect a select few of them.
- P. Seymour asked Page if he has any recommendations for hosting services. Page stated that he hasn't surveyed for a while, but would recommend checking with MMA again. He deals with Ionis for his accounts. They are solid and have good support, and the cost is similar. There's also Microsoft 365, same tier as Google, where it's a complete cloud-based infrastructure, but Page personally wouldn't recommend that model. We don't need a lot of that service; it's overkill. Plus, you give complete control to them—when they change, we have to change, even if we're not ready.
- G. Pendleton asked J. Anderson to reach out to the MMA to see if they have recommendations, and put this on the agenda for our next meeting to keep the conversation going. Ask about FOA and security. J. Anderson said she can also put the question on the Manager's list-serve.

OTHER BUSINESS

1. None

APPROVE WARRANT: FY23 #17

MOTION BY M. Burns, seconded by S. Conover, to approve Warrant FY23 #17. No Discussion. Motion passed, 5 yes, 0 no.

J. Anderson pointed out that this warrant is so large because we're sending to Bar Harbor Trust our capital reserve of \$285,000 that we budgeted last year.

APPOINTMENTS:

Board of Appeals: Dylan Purington

MOTION BY S. Conover, seconded by P. Seymour, to appoint Dylan Purington to the Board of Appeals. No discussion. Motion passed, 5 yes, 0 no.

Islesboro Select Board
Regular Meeting & Executive Session
Town Office Meeting Room & via Zoom
Wednesday, February 15, 2023 @ 6:00 PM

CHAIR COMMENTS

G. Pendleton stated he spoke with Linda Achorn at the ticket booth. She was very pleased to get the Town recognition for all the years she spent working for the ferry service. L. Bruce added that Impy told her how much it meant to her as well.

VICE-CHAIR COMMENTS

S. Conover had no comment.

INDIVIDUAL SELECT BOARD MEMBER COMMENTS

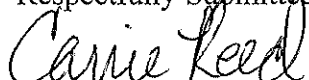
Melissa Burns said the school is reopening fully, K-12, starting the 27th. K-5 has been at the ICC. Many thanks to Melissa Olson for opening up the library for 6th and 7th graders. Everyone in the Town came together wonderfully to help after the water pipe breakage. We will have to do demo and renovation of all the rooms that were damaged. Adventure Camp will not be able to be hosted at the school this year. Islesboro Varsity Basketball players, both boys' and girls' teams, have made it to playoffs.

Lauren Bruce had no comment.

Phil Seymour had no comment.

MOTION BY P. Seymour, seconded by G. Pendleton, to Adjourn Meeting at 7:14 PM. No Discussion. Motion passed, 5 yes, 0 no.

Respectfully Submitted,



Carrie Reed
Secretary