

Islesboro Select Board
Regular Meeting & Executive Session
Town Office Meeting Room & via Zoom
Wednesday, April 12, 2023 @ 6:00 PM

MINUTES

Members Present:

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

Others Present:

Town Manager Janet Anderson

Via Zoom: James Cowan, Peter Willcox, and Maggy Willcox

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

MOTION BY S. Conover, seconded by L. Bruce, to approve the minutes of March 29, 2023 Regular Meeting, as amended. P. Seymour suggested adding that he withdrew his motion to approve the Aquaculture Subcommittee. Motion passed, 5 yes, 0 no.

VISITOR COMMENTS/PETITIONS

None.

FERRY SERVICE UPDATE

G. Pendleton reiterated that Mark Higgins has resigned as the head of the Maine State Ferry Service and has taken a job with the Martha's Vineyard Ferry System. They have posted the opening, and there are about 20 applicants for the position.

SEA LEVEL RISE

S. Conover reported that there was a meeting last Thursday. They are still in the orientation process with Shri Verrill, the new planning consultant, so she can get up-to-speed to be able to write an RFP for an engineering report at the Narrows. Next meeting is Thursday 4/20 at 5:00.

MUNICIPAL BUILDING PROJECT

L. Bruce reported that the committee will be interviewing potential construction managers, probably on Tuesday, May 2nd, in Camden. There are four applicants lined up. The interviewers will be Pete Anderson, Jay Zlotkowski, and Bill Boardman. There will be a MBPC meeting on Wednesday, May 3rd.

UPCOMING MEETINGS AND SUBCOMMITTEE REPORTS

- Planning Board: April 24th – 5pm

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TOWN MANAGER REPORT

Town Manager Janet Anderson shared via the packet:

- Minutes of 3/29/2023 Select Board Regular Meeting.
- Email from MSFS Employee Lanie Grant asking about a shelter for people waiting to board the MCS.
- Proposed Grindle Point Sticker Fees
- Authorization to open a new account at Camden National Bank for the MBP funds.
- 3/31/23 Bar Harbor Wealth Management CAP Reserves Sub-accounting
- FY23-24 Financial Summary
- Town Budget Comparisons FY20 – FY24
- FY23 Warrant #21

CORRESPONDENCE

4/3/23 Email from MSFS Employee Lanie Grant regarding Proposal for passenger shelter.

- Lanie is proposing a semi-enclosed plexiglass shelter near the lighthouse museum, big enough for 50 people.
- Discussion about possible solutions for shelter.
- S. Conover stated that there are many items in storage at the boathouse, and perhaps as we develop the Municipal Building Project, we can find a way to utilize the existing structures for the long term rather than building another shelter.
- L. Bruce suggested a display monitor (screen) for information regarding boarding times in the ticket office. However, the ticket office cannot hold many people.
- J. Anderson noted that the boathouse has a pier issue that the Town is trying to address, so wouldn't be safe at this time.
- G. Pendleton suggested taking a step back to consider options, and to thank Lanie for thinking about issues like this. It's nice to have crew members who are actively trying to make the service better for folks who ride the ferry.
- The issue is compounded by the new ticketing system, which affects the flow of passengers. We will continue the conversation.
- J. Anderson will respond to Lanie and convey thanks from the Select Board for thinking about these issues. We are thinking about how best to solve the problem, and appreciate the input. Perhaps this needs to be part of a broader conversation with the Ferry Service about setting up a flow that works better. We should bring John King into the loop. With interim management at the Ferry Service, it's difficult to work on this type of issue at this time. G. Pendleton will reach out to other islands to see if they are having a similar experience.
- We will put this on the agenda for the May 10th meeting.

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OLD BUSINESS

1. Finalize Town Manager's Contract
 - No corrections or changes.

MOTION BY P. Seymour, seconded by L. Bruce, to approve the Town Manager's Contract, as written. Motion passed, 5 yes, 0 no.

2. Update "Islesboro Looking Ahead" for 2023
 - G. Pendleton stated he will get this done before his time on the Board is over.
 - L. Bruce suggested including the Municipal Building Project.
 - G. Pendleton offered the drafting the document to L. Bruce, and she agreed.

MOTION BY M. Burns, seconded by G. Pendleton, for Lauren Bruce to draft "Islesboro Looking Ahead" for the Select Board. Motion passed, 5 yes, 0 no.

NEW BUSINESS

1. Approve Final FY24 Budget
 - There is a reduction of roughly \$90,000 from last year's budget, using the undesignated funds balance of \$100,000 to offset it. The top line of the budget has flatlined at about \$4 Million for the past four years.

MOTION BY P. Seymour, seconded by M. Burns, to approve the FY24 Budget. No Discussion. Motion passed, 5 yes, 0 no.

2. Approve and Sign FY24 Annual Town Meeting Warrant for May 13, 2023
 - J. Anderson provided a revised copy because the school's articles have changed; they are in a different sequence.
 - M. Burns asked about the totals, which differ on each page. The school's budget is down 6.22%. It's offsetting with the undesignated fund balance.
 - G. Pendleton stated that when we took up the budget, we thought the school was going to have a small increase of 2-3%, which is now not the case. With both the Town's and the school's budgets going down, G. Pendleton questioned whether the Town ought to either not use the \$100,000 of undesignated fund balance, or appropriate more money for something like paving. We may not have the reductions next year.
 - Discussion about options with changing the budget. Some of the warrant articles would change.
 - G. Pendleton stated that the overall school budget and its effect on the Town is worth considering, and suggested taking \$100,000 out of the contingency fund and have the budget be a little higher. It will still be lower overall with the school budget being down so much.
 - The County's budget went up slightly, around \$68,000.
 - This is a time when we can put money away and not have it impact much, in anticipation that the school's budget will spike next year.

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- S. Conover is not opposed, but prefers more coordination than we currently have with the school and its budget.
- M. Burns stated she is comfortable with our budget and not inclined to change it.
- S. Conover expressed concern that she doesn't want the undesignated funds to get too large and have the money not being used for community needs.
- L. Bruce stated that it's not good to have big fluctuations. If there's a way to put some away now for next year, that makes sense.
- P. Seymour stated we are avoiding the inevitable, which is a budget increase.
- Discussion about current expenses and how they will evolve over the next several years.

MOTION BY L. Bruce, seconded by P. Seymour, to remove the \$100,000 offset from the undesignated fund balance, which will increase the Town budget by \$100,000. No further discussion. Motion passed, 5 yes, 0 no. Unanimous.

P. Seymour withdrew his initial motion to approve the Town Budget.

- Town Meeting Warrant Article 13, revenue total needs to be changed to \$0. Also "FY23" above the right column needs to be corrected to "FY24."
- J. Anderson will make the changes and print it out.

MOTION BY P. Seymour, seconded by L. Bruce, to approve the Warrant Articles, as amended. No Discussion. Motion passed, 5 yes, 0 no. Unanimous.

3. Consider Increasing Grindle Point Sticker Fees

- J. Anderson shared a draft of the proposed changes, made in consultation with Tina.
- The placard is reusable. People buy a new sticker to put on it each year.
- P. Seymour compared the numbers of 2022 with the proposed fees, and there is a \$700 difference.
- M. Burns suggested increasing the personal resident fee to \$10.

MOTION BY M. Burns, seconded by P. Seymour, to approve increasing the Grindle Point Sticker Fees subject to the \$10 change for the island personal rate. No Discussion. Motion passed, 5 yes, 0 no.

4. Approve Opening New Camden National Bank Account for Municipal Building Project Funds

- J. Anderson explained the reasons for needing a new bank account. The Bond Anticipation Note that we thought we needed in January lapsed. In talking with the auditor and preparing for the fall Bond, Janet feels the funds need to be segregated. All the donations are currently in the Town account. There is no cost for a new account.

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MOTION BY M. Burns, seconded by L. Bruce, to approve opening a new Camden National Bank Account for the Municipal Building Project funds. No Discussion. Motion passed, 5 yes, 0 no.

OTHER BUSINESS

1. None

APPROVE WARRANT: FY23 #21

MOTION BY P. Seymour, seconded by M. Burns, to approve Warrant FY23 #21. No Discussion. Motion passed, 5 yes, 0 no.

APPOINTMENTS:

Shellfish Conservation: Ethan Spaulding

MOTION BY S. Conover, seconded by P. Seymour, to appoint Ethan Spaulding to the Shellfish Conservation Committee. No Discussion. Motion passed, 5 yes, 0 no.

CHAIR COMMENTS

None

VICE-CHAIR COMMENTS

None

INDIVIDUAL SELECT BOARD MEMBER COMMENTS

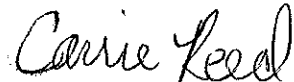
Melissa Burns had no comment.

Phil Seymour said he is happy with spring coming.

Lauren said she is happy to be here.

Executive Session at 6:55 PM.

Respectfully Submitted,



Carrie Reed
Secretary

Executive Session 4/12/23

ENTERED at: 6:58pm

Motion to enter executive session pursuant to 1 MRSA § 405(6)(F) and 25 MRSA § 2006 to consider concealed weapon permits application 2023-#2 and 2023-#3.

MOTION by M. Burns Seconded by L. Bruce

VOTE: ALL IN FAVOR

EXIT at: 7:00pm

MOTION by P. Seymour Seconded L. Bruce

VOTE: ALL IN FAVOR

Return to regular meeting: 7:01pm

The Select Board voted to approve the concealed weapon permit applications 2023-#2 and 2023-#3.

VOTE: P. Seymour - ABSTAINED

S. Conover - YES

G. Pendleton - YES

M. Burns - YES

L. Bruce - YES

Meeting adjourned at: 7:02pm

Janet R. Anderson