

# TOWN OF FRENCHBORO

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Selectboard  
Sarah Brake  
Zachary Lunt  
Kimberly Smith

Selectboard Meeting  
Minutes  
July 29, 2015  
6:30 pm

Meeting called to order by Z. Lunt 6:35pm. In attendance: Z. Lunt, K. Smith, S. Brake, and R. Bishop  
No public in attendance

- I. Approval of minutes from 7/02/15
  - a. K. Smith moved to accept as written, S. Brake 2nd

- II. Old Business

- a. Appointments

Z. Lunt moved to appoint J. Fiandaca to continue as Harbor Master, R. Bishop to continue as Treasurer . All agreed. RB will get signatures and have them notarized.

- b. Bond Counsel

The Bond Counsel lawyer has been in touch via email. K. Smith will serve as primary contact. Bond Counsel advised contacting the Bond Bank and Toni Reed, K. Smith will do so to begin application process. Z. Lunt will contact Rings Paving regarding estimates and to let them know the projects are moving forward, waiting for funding. Z. Lunt asked for feedback on contacting other companies for estimates, board concurred. Z. Lunt will contact B. Lenfestey to see who else she had been in touch with.

- c. Ongoing projects

1. Teacher's House-Z. Lunt reports significant rot problems that will need more repair above and beyond that included in the siding and window project. Z. Lunt will check with Luke about new cost estimates. Z. Lunt relayed that Luke would like payment for the two outstanding contract invoices totaling \$8943.75. K. Smith 2nd. R Bishop added check to tonight's warrant. Z. Lunt will talk to Chuck Amos about placing old windows in the church dumpster.



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2. “Friends of Frenchboro”- tentative working group partnering with Maine Community Foundation for the purpose of creating a Fund dedicated to support of the school and other town projects. The working group had inquired if the Selectboard would like to have a representative on the committee in it’s initial stages. Lauren Jennings and several other people are working to structure the Fund. Board discussed options, and would like membership on the final advisory board eventually, but will rely on Lauren Jennings to keep them advised in these early stages.

3. Fire Department Advisory Committee- finalizing their report for the board.

4. McEachron’s Land- K. Smith contacted Maine Municipal Legal, and they advised not signing the requested documentation. K. Smith met with the McEachron’s and explained the legal position. K. Smith provided the McEachron’s with their tax card information, and has had no further contact in the matter.

5. Island Fellow- Karen Burns will be mailing a new contract for the Island Fellow- has not been received yet.

6. Post Office- Need to hire 2 new workers- Dylan Lunt will be leaving for school on Aug. 23rd. K. Smith stated that Heidi Kelley has expressed interest.

7. Hoist- Last year’s safety inspection noted that signs were needed stating the weight limit of the hoist and “use at your own risk”. R. Bishop printed signs with board’s input that weight limit should be 300 lbs. She will laminate them, and they can be posted before the next safety inspection.

8. K. Smith was approached by Shey Conover of Island Institute regarding the board’s possible interest in setting up a “Municipal Advisory Council”, such as the one on Swan’s Island. Their council consists of 3-5 community members who work much like our current Fire Dept. Advisory Committee by doing research on a variety of issues and projects with the goal of presenting that information to the board. The Board decided to investigate the possibility of such a committee. K. Smith will contact Donna Weigle of Swans Island for more information.,

9. K. Smith was approached by a community member regarding the possibility of using town funds to reimburse boat owners for private emergency trips. R. Bishop cautioned that use of town funds may in fact constitute some sort of expectancy that such services are “provided” by the town, and could put the town at liability for providing EMS transportation. R. Bishop stated that in the past, the individuals who have benefited from such a trip typically offer the boat owner some compensation.



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Board agreed to leave that as it is, and not use town funds.

10. Letter to R. Lenfestey regarding return of town materials and equipment, and assistance with transitions- S. Brake reported no contact from Becky what so everl. Letter was sent via mail 7.17.15 and email 7.18.15. S. Brake will contact Maine Municipal regarding next steps.

### III. New Business

#### a. Selectboard Assistant Position

Application from Heidi Kelley. S. Brake moved to hire Heidi as Selectboard Assistant. K. Smith 2nd. S. Brake will draft letter of hire with pay of \$6000 over 11 months, first pay on first September warrant. Start date will be Monday 8/3/15. R. Bishop will start training and be available for questions through September.

#### b. Review of audit

R. Bishop presented synopsis of audit findings. Audit recommends monthly review of financial statements, including deposits- S. Brake will do monthly reviews. Board signed letter of receipt for return.

#### c. Ship Grant Award

S. Brake will contact to see what next steps are

### IV. Warrant- Z. Lunt moved to add Luke Higgin's payments to warrant; K. Smith 2nd. Warrant and checks signed.

### V. Schedule Assessor's Meeting- after next SB Meeting.]

AGENDA ITEMS: Coffey Abatement request, RB will research to find information; discussion on having Harper Appraisal help with revisions.

### VI. Next SB Meeting- Aug. 10th, 6pm. Assessor meeting immed. following.

### VII. Other Business

A. Clerk position pay- budget was approved with the understanding that Ann Fernando was in agreement with the salary presented at town meeting. Since town meeting Arthur Fernald has contacted board members and the treasurer stating that Ann is unhappy with the salary amount and may resign. No board members have had any such discussion with Ann. Board discussed possible solutions- the budget is set as a cost center so unallocated funds from the dissolution of the Administer position could be used to increase the clerk salary, however, the intention had been to use those to compensate the treasurer and board members for their roles in the transition. The board would like to investigate the amount paid the clerk last year- RB will locate minutes.

Motion to adjourn at 8:40pm

