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Select Board:

Duncan Bond

David W. Lunt

Pat McEachron

Robert Roxby

Robert Stuart

**Selectboard Meeting Minutes**

**August 29, 2011**

**Submitted By:**

Rebecca Lenfestey, Admin. Assistant

September 12, 2011

**Call To Order**

The meeting was called to order at 6:05pm on Monday August 29th 2011 by serving chair person Robert Stuart. Select board members David W. Lunt, Pat McEachron, Robert Roxby, Robert Stuart, and Duncan Bond were in attendance. Administrative Assistant Rebecca Lenfestey, Island Fellow Jessica Bellah and 2 members of the public were also present.

1. MINUTES-

Review and acceptance of minutes from Selectboard Meeting from August 15th 2011 BR 1st, DB 2nd. Unanimous Approval

1. TOWN ADMINISTRATOR –

Town Administrator Job and Applicant suggested as first item of business. Unanimous consent

Board Discussed the Interview with Candidate Michael Colleran. PM makes motion to hire Michael Colleran with terms of $12,000 Salary with 10/11 months of the salary to be determined exactly by Treasurer Rachel Bishop board estimates ($10,918.00) to be used for his salary and for the remaining amount to be exactly determined by Treasurer Rachel Bishop, board estimates ($1,090.00) to be placed in a fund for Town Administrator expenses to cover his Equipment & Software, and travel for this Job. His start date will be on or around September 7th, 2011. BR 2nd, Unanimous.

PM suggests ROS contact Micheal Colleran to formally offer him the job. Unanimous

III- OTHER DISCUSSION-

1. ROS suggests to selectboard the importance of The Town Of Frenchboro to obtain a town Credit card for the purpose of paying bills requiring credit cards to change the present practice of depending individuals willing to use their personal credit cards. Board unanimously suggests BR talk with Treasurer Rachel Bishop to pursue.
2. ROS presents to the Selectboard the need for 2 new comfy work chairs to be purchased for the town office. The Chairs are to be ordered by Tammy Desjardin and Rebecca Lenfestey with the suggestion of pre-buy and in store pick up. The amount of the chairs should not exceed $200.00 each. PM 1st, DWL 2nd, Unanimous. JB and ROS remind board that one of the office printers no longer sells ink/toner and in another 6 months the office will need to look at replacing that printer.
3. TDS BUNDLE PACKAGE- PM reviewed TDS Bundle package and reports that for less money the Town can upgrade services by accepting the bundle package. Board Unanimous to accept and signed agreement.
4. GENERATOR TRAILER- BR reports the new generator trailer has been ordered and will pick up when ready. BR shares concern about leaving the new generator trailer at the ferry pier for fear of the weather ruining it like the older one. Board to discuss later where to store the trailer. DWL suggests to the board to purchase a solar trickle charger for the generator. PM makes motion to accept, BR 2nd, Unanimous. BR will do.
5. MCHT DEEDS LETTER-ROS will meet with RAL to type acceptance letter to MCHT on the deeds.
6. FOAA TRAINING- Entire selectboard has completed FOAA training.
7. FISCAL SPONSOR AGREEMENT- The board again reviewed the Fiscal Sponsor Agreement between the Town Of Frenchboro and Island Institute regarding the fund set up for Frenchboro Fire Department. Unanimous decision to sign agreement.
8. MUNICIPAL BUILDING REPAIRS
9. DB submits an estimate for materials for repairs to Municipal Building. Repairs will be done by volunteer work. PM reminds board that Municipal Building Committee has given the OK for DB to arrange this. Materials cost $785.79 and the Massman family will donate $300, leaving the total at $485.79. DB motion to accept and BR 2nd*,* Unanimous*.*
10. DB submits on behalf of Gretchen Bond a plan for adding flowers and trees to Municipal Building area. Total cost $358.00 work to be volunteered by GB. DWL shares concern about placement of trees as to leave space for plowing. DB will collaborate with DWL at time of placement. DB motion to accept, BR 2nd, Unanimous.

V. VACANT TOWN POSITIONS-

 PM reports her further discussions with Town Of Tremont about Frenchboro’s vacant positions. Board discussed PM to continue discussions with officials from Swans Island for Frenchboro’s vacant positions. Vacant positions are Town Clerk, Code Enforcement, Plumbing Inspector, and Health Officer( Donna Wiegle Swan’s Island Health Officer is currently serving Frenchboro in the Short term) JB suggests if there is a need for help and more discussion the board can contact Island Institute. ROS stated if PM needs help then they can work together on this.

1. SELECTBOARD MEETING WITH SCHOOL-
2. ROS reports members of the Selectboard met with Frenchboro School Board to discuss plowing. ROS assured School Board that so long as there is enough snow to be plowed as stated in the contract the school needs to be plowed. DWL suggests in another year the contract be reviewed to separate the plowing from the shoveling responsibilities. Board will discuss another time so no changes will be made to the already signed plow contract for this year.
3. The Board also discussed the documents presented at the School Board Meeting that relate to the clarification of ownership to certain land and buildings for insurance purposes. PM suggests that someone from the Selectboard should meet with the Church Board of Trustees to clear the matter. Unanimous that DB will meet with the Church Board after documents arrive from Superintendents office.
4. ADMINISTRATIVE
5. Warrant presented and signed.
6. Treasurer’s Receipt/Report accepted. BR 1st, DB 2nd, Unanimous.
7. MAIL- The selectboard reviewed mail.
8. One piece of mail was a concern and question from Jackie Mitchell regarding her property and abutting church property. Board discussed and unanimous decision made that this is not a town issue and there will be no response from the board.

VIII-OTHER BUSINESS

1. Damages- ROS reports that there is damage done to Mrs. Nielson’s float that needs to be repaired again before she can haul out her floats. ROS wants a clear decision from the Harbor Committee (A) To see if the Harbor Committee wants to make the repairs, or see to it that someone is authorized to make those repairs. Or (B) To have the Harbor Committee authorize the Selectboard to arrange repairs.

PM will talk to Brian Coffay Harbor Committee Chair to address the issues or if he wants an agreement made with the Selectboard to arrange the repairs.

1. The board of selectmen needs to write a general ordinance or job description that specifies the duties of the “Board Of Appeals” Members. The board will research a model ordinance on MMA site.
2. ASSESSORS- The Assessors have work that needs to be done at a regular meeting not one following a regular selectboard meeting. Date scheduled: September 8th 1-3 pm. Then to follow a meeting with Terry Towne of MCHT.
3. Adjourned.- Motion to adjourn at 8:15 pm. Next Meeting September 12, 2011