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Select Board:

Duncan Bond

David W. Lunt

Pat McEachron

Robert Roxby

Robert Stuart

**Approved on 11-29-2011 Selectboard Meeting Minutes**

 **November 15, 2011**

**Submitted By:**

Rebecca Lenfestey, Admin. Assistant

November 29, 2011

**Call To Order**

The meeting was called to order at 6:05pm on Tuesday November 15, 2011 by serving chair person Robert Stuart via Skype. Select board members present, Robert Roxby, Duncan Bond , David W. Lunt, Rob Stuart and Pat McEachron via Skype. Administrative Assistant Rebecca Lenfestey, Town Administrator Michael Colleran via Skype and 5 members of the public were also present.

1. MINUTES-

Review and acceptance of minutes from Select board Meeting from October 25th 2011 DB 1st , RR 2nd. Unanimous Approval

1. Old Business
2. Selectboard Projects- RL reports all board projects were done. Position of Code Enforcement Officer is still vacant.
3. Code Enforcement Officer Position is still vacant.
4. Contract for Public Bathrooms - Board discussed and reviewed updated copy of the contract submitted by MC adding an additional cleaning and the cost to close and drain the water. Consensus to renew contract with Joey Charpentier, to be signed by Board in the Spring of 2012.
5. Grants- (CDBG & Shore and Harbor Technical Assistance Program) MC is still gathering information, and PM, RS and MC are waiting for cost estimates on the drafting of the wharf in order for the process to be complete. The deadline is November 23. MC and RS will continue work on this.
6. Town Wharf Parking- Board discussed, and is waiting on information that will help determine the Town Of Frenchboro boundary lines. Public member expresses dissatisfaction with the termination of the agreement by the property owner. DB feels the board has researched adequately trying to reach agreements with the town and the property owner. RS reports that the parking options will be considered as the Town applies for a planning grant through the state for the town wharf and parking area. Consensus to revisit in the spring.
7. Mail Association Banking- RL reports that the “loan”/transfer was approved at the Special Town Meeting and the check was on the warrant tonight.
8. Flood Insurance Program Update- MC continues working on the details and a draft of the Flood Plan Ordinance that is required to be updated by the Maine State Planning Office. MC will report the draft back to the board once the SPO provides a draft.
9. New Business
10. Snow Plow Contract-

Board member DB opens the sealed bid from John Jay Desjardin II. The bid is read out loud. Board discussed that the recommendation of 100% payment totaling $15,000.00 upon signing is not ideal. Consensus for DB and RR to talk with Jay and discuss other payment options on behalf of the town and to negotiate down on the price if possible to still stay within the town budgeted money for snow removal/sand/salt.

1. The Frenchboro Fire Department submitted a purchase order for approval by the select board. Chief RL will work out the details and place the order after approval. All items were presented on a form and pre-approved by the board. RR 1st, DB 2nd. Unanimous.
2. Bill from Wilfred Minctons was received. The bill was more than expected. Board by consensus approves full payment.
3. Bill from Paul Charpentier was for additional cleaning of the public bathrooms and draining of the water for winter. Board by consensus approves full payment.
4. ADMINISTRATIVE
5. Warrant presented and signed. Treasurer Receipt and Tax Collector Reports provided. Consensus to accept as written.
6. MAIL- The selectboard reviewed mail.
7. HCPC memos asking for support letters. Board approves by consensus for RL to draft the letters to be signed at next meeting.
8. Maine State Planning Office sent notice of Routine Program Change. Changes can be viewed at <http://www.maine.gov/spo/coastal/downloads/routinechanges/October2011>filing.pdf.
9. OTHER BUSINESS
10. Resident Inquiry- After an inquiry from a Frechboro resident RL had discussions with MMA legal. RL reports to the board to follow State Law the board will need to draft a policy authorizing a minimum of 1 signature on warrants in the event of absences during some months. The board as a whole will still view, vote, and approve or decline the warrant or suggest changes just the same. The checks will still require two signatures for approval. PM to draft policy and submit for next meeting.

1. Adjourned.-

Motion to adjourn at 7:20 pm. Next Meeting November 29th, 2011.