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Select Board:

Duncan Bond

David W. Lunt

Pat McEachron

Robert Roxby

Robert Stuart

**Accepted on 4-25-2012 Selectboard Meeting Minutes**

 **For April 2, 2012**

**Submitted By:**

Rebecca Lenfestey, Admin. Assistant

April 25, 2012

**Call To Order**

The meeting was called to order at 3:15pm on April 2, 2012 by serving chair person Robert Stuart via Skype. Select board members present via Skype, Duncan Bond, Pat McEachron, and Robert Roxby. Davey Lunt, Present. Administrative Assistant Rebecca Lenfestey present and Town Administrator Michael Colleran present via Skype. No members of the public were present.

1. MINUTES-

Review of minutes from Select board Meeting from March 5, 2012. Motion made to accept as written - DB 1st, PM 2nd  to accept as written. Unanimous Approval.

1. Old Business
2. Town Position of Code Enforcement Officer is still vacant.
3. The board reviewed the Swan’s Island Electrical Ordinance and revisited the idea to see if it were possible to endorse the ordinance but not adopt it as an ordinance. In the event of a local ordinance the town must refer back to State Statutes regarding safety. RS suggests that someone discuss this further with SIEC and find out if they have an inspector or Deputy that does work for Swan’s Island, and if they would be willing to collaborate with Frenchboro for those services. RL to speak with Tom Macloon for more information and report back to board next meeting.
4. The board reviewed the idea of an ATV Ordinance and reviwed a rough draft ordinance. MC has also talked with MMA Legal about the possible ordinance as well. MMA Legal advised the Town not to write an ordinance because the only thing they can regulate is the ATV use on town property. Next is section II discussion about the Town Roads being opened as an ATV Access Route. The board is reminded to keep in mind (1) ATV’s need to be deemed as to not interfere with Traffic (2) ATV’s will be used safely (3) The roads need signs posting they are an ATV Access Route every so often. Motion from PM not to pass the ATV Ordinance, but to pass that the roads are to be ATV Access Routes and for the town to place the ATV Access Route Signs as instructed, and also to post on the Town Bulletin board a copy of the Maine State ATV Laws for everyone to follow. DWL 2nd. Unanimous.
5. MC has drafted a copy of a bid request for the purpose of the Town Wharf Design Project with funds up to $15,800.00 from the Shore & Harbor Technical Assistance Grant. MC will send out the bid notice to the 3 interested parties and bids will be reviewed at the next board meeting on Wednesday April 25, 2012. PM 1st, RR 2nd. Unanimous.
6. New Business
7. The select board reviewed the Auditor’s Report, Financial Statement, and letter to The Town of Frenchboro. The select board approved of the information, and had DWL sign the letter to send back. Consensus.
8. The town received notice of money available for MDOT Transportation Projects, which also included information about the SHIP Grant. MC is willing to fill out the paperwork and submit back. PM 1st, DB 2nd. Unanimous.
9. MC has drafted a 2012 Town Report & Budget Timeline. The board reviewed the draft, and approved the deadlines up to April 25th. Consensus to review again at the next meeting. The Frenchboro Annual Town Meeting has been scheduled for Monday June 25th. The board also intends to have the annual picnic on Monday afternoon before the meeting. When the board returns they will work on more details with RL to plan this. The plan is also to hold an informational meeting for the public on Sunday June 24th. The times will be announced later.
10. The select board has received requests from the Frenchboro School Board. The first request is to lower the amount of rent from $600.00 a month to $500.00 a month for 10 months. After discussion the board agreed to lower the rent from $600.00 a month to $500.00 a month and to continue not to charge rent during the 2 summer months as it is a great service to keep the house available to the teacher/teachers the whole year at no additional cost. RR 1st, PM 2nd. Unanimous. The second request is to do a walkthrough of the Teacher’s House upon Mr. and Mrs. Finn leaving and a new teacher(s) coming in. The board will look more closely at scheduling this in May when they board is available. Also, it is reported that the oven is not working properly at the house. Consensus for RL to ask Paul to look at it and repair if possible. No fee has been approved; they will just wait for the bill from Paul.
11. The board received another email from Mail Association Supervisor Marissa Rozenski about a request for more regular payroll even in the winter months when the board only meets one time. As advised from MMA Legal, MC has drafted a policy which will cover all parties involved to provide a more regular payroll. The board recommends that the Mail Association work with Treasurer Rachel Bishop on submitting time sheets in a timely fashion for regular payment. DB 1st to accept and sign policy, PM 2nd. Unanimous. DWL has signed; the other board members will sign upon return. RL asks if there has been word about the Mail Association Contract Increase. MC has had no word yet, and will call Diane.
12. Public Hearing on General Assistance Ordinance Appendices. MC reminds the board that yearly they are required to review the General Assistance Appendices and adopt them at a public hearing. There were no members of the public present to ask questions. The board reviews the appendices. DB 1st to accept, DWL 2nd. Unanimous. DWL signed, and the rest of the board will sign upon returning.
13. ADMINISTRATIVE
14. Warrant- Motion made, PM 1st, DWL 2nd, To approve the warrant as written and checks to be signed by DWL. Unanimous. Motion to accept Treasurer, Town Clerk, and Tax Collector Reports as submitted. PM 1st, RR 2nd. Unanimous.
15. MAIL- The selectboard reviewed mail.
16. The board received a letter from Maine Seacoast Mission and Island Institute on a potluck dinner for the community. Notices were mailed to box holders, and RL posted one at the community building.
17. A request came in from the State regarding Subsurface wastewater disposal permits and applications. MC contacted Arthur Fernald Planning Board Chair, and he reported the town didn’t have any. MC to respond back to State.
18. The town received notice of Animal Control officer training. Frenchboro currently shares an Animal Control Officer with Swan’s Island and they have all proper training. No action.
19. Maine DOT sent notice about Transportation Project Ideas which includes the SHIP Grant information. MC to reply and notify board of anything further needed.
20. The town received 2011 payment in lieu of taxes from Maine Coast Heritage Trust which was not the full amount they planned to pay. The letter wanted confirmation from the board/assessors about the exemption letter submitted for Rich’s Head Property. MC to talk with them and clarify what more they need.
21. The town received confirmation for the current snow plow contract holder to be an independent contractor.
22. The Town of Frenchboro received a letter from FEMA with a map about the flood risk areas. They are holding a meeting and wish to gain input from communities. RL to post this.
23. The other two letters from Cooke Aquaculture and the Nature Conservancy will be given to the Assessors. Copies are in the Assessor folder and Select Board Binder.
24. OTHER BUSINESS
25. The Frenchoro Fire Department has asked the Select Board to consider signing an agreement between Hancock County Regional Communications Center and the Town of Frenchboro for 9-1-1 Communication Services at the cost of $497.96 this year. The Fire Department will also need to purchase radios to complete the necessary items for proper communications. DB 1st, PM 2nd, Unanimous.
26. MC reports to the board that he has spoken with the Town of Tremont Town Manager regarding vehicle registrations of Frenchboro residents done at Tremont with an estimated cost of $1,300.00. The Town Manager reports that there is nothing he can do at this point about it. Select board consensus was not to follow through with this so as not to jeopardize the working relationships we need to have with Tremont. MC proposed a solution to some of the conflicts with vehicle registrations at Frenchboro and he will look into the online registration process through the Town and what Frenchboro will need in order to do that. Consensus to research that.
27. PM received an email with questions about an individual on Frenchboro driving with a suspended driving license and was wondering what the board should do. PM contacted the officer via email, and he referred her to the State Police who was handling the case. PM to report back at the next meeting about his recommendations to the board.

1. Adjourned.-

Motion to adjourn. RR1st, DB 2nd, adjourned at 4:40 pm.

 The Next Meeting is scheduled for Wednesday April 25th, 2012 at 6pm.