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Select Board:

Duncan Bond

David W. Lunt

Pat McEachron

Robert Roxby

Robert Stuart

**Approved on 7-09-2012 Selectboard Meeting Minutes**

 **For June 17, 2012**

**Submitted By:**

Rebecca Lenfestey, Admin. Assistant

July 9, 2012

**Call To Order**

The meeting was called to order at 6:25pm on June 17, 2012 by serving chair person Pat McEachron. Select board member present via Skype, Rob Stuart. Select Board Members Present, Pat McEachron, Duncan Bond, Robert Roxby. Administrative Assistant Rebecca Lenfestey present and Town Administrator Michael Colleran present via Skype. 1 member of the public was present.

1. MINUTES-

Review of minutes from Select board Meeting from June 4, 2012. Motion made to accept as written - RS 1st, RR 2nd  to accept as written. Unanimous Approval.

1. Old Business
2. Town Wharf Electricity: RL provided the board with a brief update from SIEC Manager Tom McAloon. The suggestion made to the board for the meantime is to have a temporary service set up for the town wharf until the board will find out about the proposed repairs that will be done to the town wharf. DB 1st, RR 2nd. Unanimous.
3. FEMA Flood Maps & Flood Plain Ordinance: Nothing new other than they contacted the town office stating they will be doing the on island visit within 3 weeks. The board will schedule a meeting with the planning board in the month of July.
4. Audit Reccomendations: MMA the town insurance carrier has requested information from the board to address the recommendations that have been suggested to the town. (1) The board needs to have a member of the Selectboard review the bank transactions on a monthly basis. This needs to be a regular practice as opposed to a yearly review. RR will work at reconciling the bank statements monthly. RL suggests that if the bank statements are available they could easily be reviewed monthly at a board meeting. (2) Monthly recognition suggestions from 2 years ago have been addressed RB now does this (3) Financial Statements are now being done by the Auditors which is deemed as a weakness. In order to change this, the town would need to hire a separate accounting firm to prepare those documents. There are no suggestions to change this at this time.
5. Teacher’s House Fuel & Propane: DB talked with the teachers to figure out the remaining levels and what the town will need to reimburse the teachers on those expenses. DB will also do a walkthrough of the house and report to the board on work that may need to be done for the next meeting.
6. Town Wharf Design Updates: Nothing new at this point.
7. New Business
8. “Public Hearing” on General Assistance Appendices: The board read and reviewed the updates to the appendices. There were no public comments. RS 1st, DB 2nd. Unanimous.
9. Mail Association Banking: The select board will need to meet with the Mail Association Supervisor to clarify the flat rate fee of $25.00 weekly to do the overseeing of the mail association and that the time that is spent on that will not be billed again in separate hours. The contract covers only 18 hours weekly and any amount spent over that will exceed what is allocated for funds from the contract. PM and RR to do that. MC will call to see if a decision has been made on the postal contract increase. RR 1st, DB 2nd. Unanimous.
10. ADMINISTRATIVE
11. Warrant- Motion made by DB 1st, RR 2nd to approve the warrant as written. Unanimous. Treasurer Receipt accepted as written. DB 1st, RR 2nd.
12. MAIL-
13. Bankruptcy Paperwork to Frenchboro: No Action needed.
14. Maine State Planning Office Memo: FYI posted.
15. Bill from Paul Charpentier: Paul called PM to fix a broken faucet. Board to pay bill. DB 1st, RR 2nd. Unanimous.
16. Security Deposit: RB reminded board they are due the $500.00 Security deposit back on the rental house for the island fellow.
17. Email from Jay Desjardin: Jay wanted to pass along to the board that the town fish tote with salt that was placed at the town wharf is now missing. The board would like RL to include this in the next community email.
18. OTHER BUSINESS
19. Town Warrant Signatures: RL had the warrant signed and will call Tammy to seal and post.
20. Hold Harmless Agreement: MC to talk with MMA to update a hold harmless agreement to dispose of the condemned Fire Truck.
21. Adjourned.-

Motion to adjourn. RR 1st, DB 2nd, adjourned at 7:10 pm.

 The Next Meeting will be in July after town meeting.