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Select Board:

David W. Lunt

Pat McEachron

Robert Roxby

Zachary Lunt

Rebecca Lenfestey

**Selectboard Meeting Minutes**

**For July 9, 2012**

**Submitted By:**

Rebecca Lenfestey, Admin. Assistant

On July 23, 2012

**Call To Order**

The meeting was called to order at 6:05pm on July 9, 2012 by Pat McEachron. Select board member present Robert Roxby, Zachary Lunt, Davie Lunt, and Rebecca Lenfestey. 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 17, 2012. Motion made to accept as written - RR 1st, RL 2nd  to accept as written. Unanimous Approval.

1. Old Business
2. PM asks the board to clarify who they would like to have as the chair of the Selectboard. Unanimous for PM to continue forward as chair.
3. Town Wharf Electricity: RL provided the board with a brief update from SIEC Manager Tom McAloon. Both Stanley Electric and Swan’s Island Electric Company will be out on Wed. July 18, 2012 to do work.
4. Teacher House Updates: DB submitted his recommendation list to the board. DWL to remove the propane tanks out of the yard. ZL to talk with Paul and Leo to get an estimate on getting a new door installed in the shed behind the teacher house. Board suggests holding off on other repairs for the time being. RL suggests that if the new teacher were to stay for multiple years it may be more difficult to get the work done at a later time. A discussion will happen with the teacher to see if she suggests any changes upon arrival.
5. FEMA Flood Maps & Flood Plain Ordinance: Nothing new. The board will schedule a meeting with the planning board in the month of August.
6. Town Wharf Design: MC has spoken with Wright-Pierce and the Preliminary information thus far has provided us with 2 options, and the final work will provide more options. MC will continue working with Wright-Pierce and will have documents and additional information to provide the board at the next meeting. Consensus to schedule a Special Town Meeting Date of Monday July 30, 2012 to discuss the options. MC will draft the Warrant & Return and provide it to the board for signatures on Monday July 23, 2012 and RL will post. A letter was also sent to FFDC and they may have a decision about the additional request of $30,000.00 to provide to the town to help with the cost of the repairs to the town wharf. RL suggests that MC research what to do for a Special Town Meeting in the event we do not have a Town Clerk.
7. Town Re-Evaluation: PM has had more discussions with RLD and would like them to provide an estimate to the town on the complete cost of a Professional Town Assessment. PM and MC will continue discussions with RLD. MC also to talk with RB on who needs to apply for the loan and what would need to be done in order to get that paperwork started. When more information is available this will be discussed at another town meeting.
8. Ferry Pier Ladder: RR reports the failing condition of the ladder at the ferry pier on the front side. Unanimous to remove at this time. DWL to remove.
9. Missing Fish Tote: PM reminds RL to send a note about the missing tote in the next community events email.
10. Rental Deposit: The town has now received the security deposit back on Ben’s house that was used for the island fellow.
11. New Business
12. Signature Card Updates from Bank: RB gave the board bank papers for signatures to be able to sign checks. The new board members Zachary Lunt and Rebecca Lenfestey were added to the banking paper work to be able to sign checks. The previous board members that remain on the account that signed as well are Pat McEachron, Robert Roxby, and Davie Lunt. The two names taken off the account this year are Duncan Bond and Robert Stuart.
13. FOAA Training Requirements: RL provided the board members with the FOAA information to read and review and the board signed off on the training. MC to send RL his completed form.
14. Town Administrator Contract: RL & MC provided updates to the Town Administrator Contract. Consensus to renew contract with Michael Colleran.
15. Appointed Positions To fill: Treasurer, Rachel Bishop nominated by RR. PM 2nd. Unanimous. Town Clerk, Tammy Desjardin Nominated by RR 1st, PM 2nd, for at least a one month term if she will agree. PM to talk with Tammy to cover the Month of July. Local Plumbing Inspector RR 1st, PM 2nd Carl Young. Unanimous. Animal Control Officer PM 1st, RR 2nd for Jerry Michaud from Swan’s to continue. PM will contact him to confirm. Solid Waste Coordinator Position PM 1st, DWL 2nd for Rebecca Lenfestey and Ann Fernald to continue. Unanimous. Constable position was discussed PM 1st, RR 2nd to have no constable and that if any issues arise in the town people should go directly to the Police Department. Emergency Management Director will be covered by the Frenchboro Fire Chief, PM 1st, RR 2nd. Unanimous. Road Commissioner RL 1st, RR 2nd to be covered by the Selectboard. Administrative Assistant RR 1st, PM 2nd to have Rebecca Lenfestey continue. Unanimous. Health Officer will still be Dr. Julian Kuffler until Chuck Amos does the training. Vacancies to be advertised to the public are: Town Clerk, Harbor Master, Code Enforcement Officer.

(1 Election Clerk & Fire Chief need to be filled due to conflicts of interest as per MMA Manual)

1. Mail Association and Staffing: The keys from the Mail Association Supervisor were sent to chair PM. The Mail Association has gone through some changes and is currently training Kim Smith and Rebecca Lenfestey to help cover the Mail Association contracted hours. Unanimous to approve training hours and to have Rebecca Lenfestey do the overseeing for the time being.
2. Public Bathroom Repairs: Paul Charpentier contacted PM with concerns of a hole in the bathroom floor. Dave McEachron did a temporary fix for now. Unanimous if these repairs will last for this year than the board will have time to get estimates ready for those repairs and include the cost in the budget for next year.
3. School Budget: There has been discussion on the island about the enrollment at the school and the need for 1 versus 2 teachers. The board cannot take action until the decreased enrollment is confirmed.
4. ADMINISTRATIVE
5. Warrant- Motion made by PM 1st, RR 2nd to approve the warrant as written. Unanimous. Treasurer Receipt accepted as written. PM 1st, RR 2nd.
6. MAIL-
7. A Bill came to the town from Wilfred Minctons in the amount of $700.00 for Mooring Maintenance and moving moorings as per the Harbor Master. RL has contacted Arthur the Harbor Master to see who the bills should be sent to because the town will not pay for personal mooring maintenance and movement of moorings. No confirmed names were given so RL will contact Minctons to clarify and provide addresses for those mooring owners.
8. Certification for the Urban Rural Initiative Program was received. Unanimous to have MC complete and return.
9. An email from MEMA came in about valuations for the fire house and the school. RL has the fire house valuation, but MC will contact the school department for the valuation on the school.
10. The Letter for the Auditor was signed and will be mailed by RL.
11. There is a property Tax School that is being offered. MC will see if he can attend, if not RL will check her schedule to possibly attend.
12. OTHER BUSINESS
13. Adjourned.-

Motion to adjourn. PM 1st, DWL 2nd, adjourned at 7:50 pm.

Next Board Meeting July 23, 2012. Assessor Meeting July 17, 2012.

Special Town Meeting July 30, 2012

Next Meetings August 6, 2012 5pm Assessor Meeting & Select Board Meeting 6pm