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Select Board:

Patricia McEachron

Zachary Lunt

David W. Lunt

Robert Roxby

Rebecca Lenfestey

**Selectboard Meeting Minutes**

**For March 25, 2013**

**Submitted By:**

Rebecca Lenfestey, Admin. Assistant

On April 8, 2013

**Call To Order**

The meeting was called to order at 6:04 pm on Monday March 25, 2013 by Pat McEachron.  Select board members present, Zachary Lunt, Davie Lunt, and Rebecca Lenfestey. Pat McEachron and Robert Roxby present via Skype.  Administrative Assistant Rebecca Lenfestey present and Town Administrator Michael Colleran present via Skype. One member(s) of the public were present.

1. MINUTES-

Review of minutes from Select board Meeting from March 4, 2013 and March 8, 2013. Motion made to accept the minutes as amended removing Davie Lunt as being present.  – PM 1st,   DWL 2nd to accept.  Unanimous Approval.  Motion to accept minutes from 3/4/13.   Approved. Motion to accept minutes from 3/8/13, PM 1st, DWL 2nd. Approved

1. Old Business
   * 1. Project Updates from last meeting:
2. Town Wharf Project- The Demolition is expected to start on April 8, 2013, and construction will happen the following week. The lodging for the construction crew has been under review. MC shared his conversation with Chuck Amos the Chair of the Church Board about the possibility of putting up the construction workers at no cost to the town. The Church Board had turned that proposal down instead wanting to be reimbursed the cost for the utilities and the heat during the workers stay at the parsonage, and a written agreement about the town being responsible for any damages, and the crew is responsible for a cleaning crew. The church board had not given an exact dollar amount, and MC will talk and work out a formal agreement with Chuck about a cost and the stipulations the church requested. RL expressed her concerns via email to the church board about the use of the parsonage and the request for reimbursement for the workers during their stay. RL felt that her understanding from prior conversations that use of the parsonage was welcomed, and didn’t realize it was usable for duration only at a cost for utilities. The board made a motion to accept the agreement and have MC draft and work out the details with Chuck Amos. DWL 1st, PM 2nd. 4 Yes Votes, 1 opposed.
3. Town Re-Valuation Project- Nothing New.
4. MDOT Ferry Pier Project- Public Hearing scheduled for 3-26-13 at 6pm at the town office.
   * 1. Vacant Positions- Animal Control Officer- Still Vacant
     2. Ordinance Updates:
5. Harbor Ordinance Draft was presented via email from MC. The board moves to discuss this at the end of the meeting.
6. Land Use Ordinance- MC suggests to the board that they remove the land use ordinance off the project list for the time being. The town does not have a valid Comprehensive Plan and without a comprehensive plan, it doesn’t make sense to put time and resources into writing the land use ordinance without a comprehensive plan. RL reminds the board that it has been on the agenda because for the last two years they have talked of establishing a committee that would continue the work that Jess Bellah had started on the Plan. MC suggests that maybe the board should consider and island fellow to work on that. Discussion about the possibility of having another island fellow work on that same project was a concern and this would require further work and discussion to happen. The prior work done on the comprehensive plan is over three years old now, and most work that was started would need to be revisited. RL suggests that if the community is interested in this there should be resources put in the budget for the time, and legal services in the writing of the plan. For now, the discussion on a comprehensive plan will fill the space of the land use ordinance.
7. Flood Plain Ordinance Draft- Communication will happen once the planning board holds their Spring Meeting and bring back questions, concerns, etc to the Select Board. Estimated Date for Meeting April or May 2013. RL will send a possible date for the meeting to see if there could at least be a majority of the members present. MC would like to be part of that meeting. Another letter has come to the town from the State regarding the need for an approved Flood Plain Ordinance and without updates the town is in jeopardy of losing the ability to accept FEMA funds. The public hearing needs to be posted within 13 days of the meeting, and in order to put the ordinance on the Town Meeting Warrant the process needs to happen no later than the 3rd Week of May.
   * 1. Municipal Building Work- Rachel provided MC with amounts in the reserve accounts, but in order to spend that money there would need to be a special town meeting. RL provided a suggested repair list to the board which included work to the town office, suggested repairs to the school which would be up to the School Committee, repairs to the public bathrooms, and recycling space needs as well. There is money available that could do some repairs to the municipal building for the Fire Department. Discussion took place on the vision of the municipal building because it is currently being used as a recycling center, post office, municipal building, and a Fire Department. The Fire Department equipment is not easily accessible, and is a problem being left out in the open to any person. RL as Fire Chief suggests that some changes need to happen soon because it is very difficult to have a functioning Fire Department in the current space. RL had a company lined up to do some of the work for the Fire Department which included replacing both Fire Bay doors as suggested by MMA, but the hesitation has caused the company to back out from being able to do that work. MC has been directed to work with RL seeking bids to get some of the work done. Further discussion took place about the vision of the municipal building and the board felt it made sense to have a community discussion about the space and what the voters would suggest for the space. RL reminded the board of the liability of heading up the fire department without complete support and commitment of the community and the board. There needs to be a decision that happens about what the community wants to do by either completely supporting the department and its expenses to have a fully functioning department, or choosing not to have a department at all because without putting in a complete effort it opens the town up for liability.
     2. Island Institute Endowment Fund- Island Institute asked that the town find out what the 2007 funds released to the town were spent on. RL had looked through some documents and hadn’t found anything yet.
8. New Business

    A.  Timeline leading up to Town Meeting: MC will draft a timeline for next time but the budget meetings need to start in April, and the Town Report needs to be to the printer by May 30th 2013. MC suggests that the warrant be approved by May 28th to keep things on track. Budget discussion will start at the April 8, 2013 meeting. PM asked for MC to draft the budget and additional information and provide it to the board for review.

1. ADMINISTRATIVE
2. Warrant-  Motion made by RL 1st, DWL 2nd to approve the warrant as written.  Approved.
3. MAIL-
   1. Power Outage scheduled for 3-27-13
   2. Poster for Stream-Smart posted
   3. Flood Plain Ordinance State Letter- Frenchboro needs action
   4. Elections Equipment Sale- RL suggested not to purchase the additional equipment for such a small community.
   5. Surplus Property Equipment Application- RL and MC have reviewed and filled out the form so that the Town could participate if they wanted to with State Surplus Equipment.
   6. General Assistance Formula Request- Consensus to stay with the figure. No action needed if no changes were made.

V.    Other Business

1. The new Police Chief on Swan’s Island had called to touch base with Frenchoro. He was looking at making a visit to the island and introducing himself. He is working with Hancock County to see if there are any additional services he could provide to the island. The board will review this more when doing the budget discussions.

Back to Harbor Ordinance discussion- MC went through the document 1 page at a time reviewing the wording, legal obligations, and the information provided from the Harbor Committee. Discussion points were on the makeup of the harbor committee and the number of members, the definition of Frenchboro Harbor, the salmon pens, meeting attendance, the hoist, number of moorings, dredged versus non dredged areas, the no wake zone, the tackle chart on page 8, and marking the channel. Adjustments will be made and further discussion will take place at another meeting.

VI.    Adjourned.-  Motion to adjourn.  PM 1st, RL 2nd, adjourned at 8:15 pm.   The Next meeting is scheduled for April 8, 2013 at 6pm.  Assessor Meeting to Follow next board meeting too.