November 14, 2012 Draft Minutes

First Order of Business: Selectman David Hill called the meeting to order on Wednesday, November 14, 2012 at the Island Hall beginning at 6:00 p.m.

Selectmen Present: David Hill, Donna Damon, Mary Holt, Herb Maine, Mark Dyer

Others Present: Town Administrator Eric Dyer, Michelle Jackson

Second Order of Business: Approval of prior minutes

Motion: Moved by Mary Holt and seconded by Selectwoman Donna Damon that the October 10, 2012 minutes be approved as amended.

Selectwoman Donna Damon had the following corrections to the October 10, 2012 minutes: Ninth Order should read Hearse House. Also the 10th order of business vote should indicate Selectwoman Donna Damon voted against this item. Mary Holt had the following corrections to the minutes dated October 10, 2012. Correct the spelling of Ruth Slagle, Jill Malony.

Unanimous, Motion Carried

Third Order of Business: Hear & accept the Town Administrator & Treasurer’s Reports

Town Administrator, Eric Dyer presented these reports and copies are on file at the Town Office, online as well as attached to these minutes.

Motion: Moved by Selectman Mark Dyer and seconded by Selectwoman Donna Damon that the Selectmen offer support towards the playground and back the amount of in kind support that the Town Administrator feels is necessary.

Unanimous, Motion Carried

Motion: Moved by Selectwoman Donna Damon and seconded by Selectwoman Mary Holt that the Selectmen Board accepts and that the Chair be authorized to sign the Treasurers Report dated November 14, 2012.

Unanimous, Motion Carried

Fourth Order of Business: Public Comment

Cecil Doughty reported a complaint regarding the lack of handicap parking spaces.

Eldon Mayer asked for the board’s thoughts regarding a memo he had sent to them individually.
Fifth Order of Business: Committee Reports

**Michael Porter Coastal Waters Commission:** The Ordinance in the present state is ready to move forward as written to the board at the workshop scheduled for January 26, 2013.

**Memo from Beth Howe Planning Board, Chair:** Regarding Noise complaints. A copy of the memo will be attached to these minutes and will be on file at the Town Office.

**Motion:** Moved by Selectman Herb Maine and Selectwoman Mary Holt seconded to have the Ordinance Review Committee review the Noise Ordinance Review for any recommendation.

4-1 (Donna Damon), Motion Carried

Sixth Order of Business: To have the Board of Selectmen hold a Public Hearing on proposed changes to the Traffic and Parking Ordinance

**Selectman David Hill opens the public hearing:**

Public Discussion:

David would like to consider the following mark ups:

- Change in definition of Compact Vehicle modify the wording to read: 15 feet or less.
- Stone wharf area section 105.e – define more specifically where the two CTC spaces are.
- Two parking spaces should be reserved for School and Municipal use.
- Two parking spaces shall be reserved for compact vehicles at the east end of the wharf.
- Unattended vehicles cannot park in unless it is in a designated parking space.

Define a space for bikes and motorcycles.

Michael Porter would recommend not adding spaces for motorcycles. Aaron Rugh would like to identify motorcycle spaces near the end of the wharf (one of the five spaces, near the CTC spaces)

Stone Wharf Area, two parking spaces for the Crew from CTC, and two parking spaces for School and Municipal Use – Herb suggested amendment not using the signage for the spaces refer to memo – referencing municipal plates is important.

Selectwoman Donna Damon is against the spaces being designated for municipal and school usage, and suggested we find an alternate solution for the municipal and school parking issue.
Two parking spaces for Compact Vehicle Use on the east face of the wharf. – fill the sink holes and replace the signs.

Section 105.j – Should be moved to Section 105.h. to accommodate the language in section j and keep the prior language.

Change the two spaces next to CTC be adjusted to one space, or should it be restriped.

Section 108 under penalties, Revise the Fees or change the penalty fee.

Selectman David Hill closes the public hearing.

Seventh Order of Business: Old Business

To Have the Board of Selectmen:

Item 13-35: Consider changes to the Traffic & Parking Ordinance

Motion: Moved by Selectwoman Donna Damon and seconded by Selectman Herb Maine to change the definition of Compact Vehicle to read 15 feet or less and strike Motorcycle out.

Unanimous, Motion Carried

Motion: Moved by Selectwoman Donna Damon and seconded by Selectman Herb Maine to change the definition of Compact Vehicle to read 15 feet or less and strike Motorcycle out.

4.1 (Selectman Herb Maine), Motion Carried

Motion: Moved by Selectman Herb Maine and seconded by Selectman Mark Dyer to reinstate the stricken language in item j and replace the first sentence of letter h would read first sentence of letter j new language.

Unanimous, Motion Carried

Motion: Moved by Selectman Mark Dyer and seconded by Selectwoman Donna Damon to direct the Town Administrator/Road commissioner to go to the Stone Wharf and his able bodied crew to identify areas that are in need of signage and come back with a proposal of such also to add new reflector posts in the required areas.

Unanimous, Motion Carried
Motion: Moved by Selectwoman Mary Holt and seconded by Selectwoman Donna Damon to change the section 108 to read not less than $20.

Unanimous, Motion Carried

Motion: Moved by Selectwoman Donna Damon and Selectman Mark Dyer to strike item f and also not issue waivers for Municipal and School use.

Selectwoman Mary Holt would like to separate the motions regarding item f and the issuance of waivers above Seconded by Selectman Herb Maine.

3-2 (Donna Damon and David Hill)

Motion: Moved by Selectwoman Donna Damon and seconded by Selectman Mark Dyer to strike item f.

Unanimous, Motion Carried

Directive: To have the Town Administrator do an assessment of the parking near the golf tee by the January Meeting.

Motion: Moved by Selectwoman Donna Damon and Selectwoman Mary Holt to request the Town Administrator to identify and implement, two additional Handicap Spaces on Southeasterly side of the wharf after conferring with Selectman Mark Dyer and Peter Rice.

Unanimous, Motion Carried

Motion: Moved by Selectwoman Mary Holt and seconded by Selectwoman Donna Damon to have the Town Administrator to amend the map to be consistent with the ordinance.

Unanimous, Motion Carried

A revised copy of the Parking Ordinance will be available online and attached to these minutes.

Item 13-36: Hear a report on Fiscal Year 2012 and Fiscal Year 2013 Road Work
The Selectman appreciated the report. A copy of this report is attached to these minutes and is available in the Town Office and online.

Item 13-37: Discuss and possibly act on coastal access signage and improvements

Motion: Moved by Selectwoman Mary Holt and seconded by Selectman Mark Dyer that all the signage be in place by the first Friday in May.

4-1 (Selectman Herb Maine), Motion Carried
Item 13-38: Consider an audit service agreement with Berry, Talbot, & Royer

Motion: Moved by Selectwoman Mary Holt and seconded by Selectwoman Donna Damon to authorize the Chair to sign the service agreement with Berry, Talbot & Royer for the Fiscal Year 2012 audit and direct the Town Administrator to draft a cover letter that identifies the expectations of the Board of Selectmen.

Unanimous, Motion Carried

Eighth Order of Business: New Business
To Have the Board of Selectmen:

Item 13-39: Approve a contract renewal with the Cumberland County Regional Communications Center (change in contract term and conditions)

Motion: Moved by Selectwoman Mary Holt and seconded by Selectman Mark Dyer to approve the contract renewal with the Cumberland County Regional Communications Center to be signed by the Chair.

Unanimous, Motion Carried

Item 13-40: Consider implementation of the Yellow Dot Program

An informational handout describing the Yellow Dot Program will be attached to these minutes.

Motion: Moved by Selectwoman Donna Damon and seconded by Selectwoman Mary Holt to endorse the implementation of the Yellow Dot Program.

Unanimous, Motion Carried

Item 13-41: Consider a change in service with FairPoint Communications

Motion: Moved by Selectman Mark Dyer and seconded by Selectwoman Donna Damon to authorize the Town Administrator to change the current service agreement with FairPoint Communications with an anticipated savings of $1,400.00 per year, and thank John Holt for identifying them.

Unanimous, Motion Carried

Item 13-42: Set goals for the Fiscal Year 2014 Budget Process

Motion: Moved by Selectman Herb Maine and seconded by Selectwoman Donna Damon that the Board set their FY14 goals to the following.
1. Look for Budget reductions in all Departments,
2. Focus on maintaining Infrastructure,
3. Hold the Mil rate to equal to or less than FY13,
4. Develop a realistic CIP program.

Unanimous, Motion Carried

Ninth Order of Business: To have the Board of Selectmen hold an Executive Session to discuss personnel matters pursuant to 1 MRSA, Section 405, subsection 6(A).

Motion: Moved by Selectwoman Donna Damon and seconded by Mary Holt to have the Board of Selectmen hold an Executive Session to discuss personnel matters pursuant to 1 MRSA, Section 405, and subsection 6(A).

Unanimous, Motion Carried

The Board of Selectmen exited executive session.

Tenth Order of Business: Non-agenda items to be presented by Selectmen (NONE)
Eleventh Order of Business: Approval of Expense Warrants

Motion: Moved by Selectman Mark Dyer and seconded by Selectman Herb Maine that the Board approve the expense warrant in the amount of $21,946.82.

Unanimous, Motion Carried

Twelfth Order of Business: Adjourn meeting

Motion: Moved by Selectman Mark Dyer and seconded by Selectwoman Donna Damon that the meeting be adjourned.

Unanimous, Motion Carried

The meeting was adjourned at 9:30 P.M.

These Minutes respectfully Submitted by:
Michelle J. Jackson, Town Clerk