January 9, 2013 Draft Minutes

First Order of Business: Call meeting to order David Hill Called meeting to order at 6:05 p.m.

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

Second Order of Business: Approval of prior minutes & discussion of process

Motion: Moved by Selectperson Mark Dyer and seconded by Selectperson Mary Holt that the Selectmen accept the November 14, 2012 and the December 14, 2012 Minutes as amended.

Unanimous, Motion Carried

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

A copy of these documents will be attached to these minutes and are available in the Town Office as well as online.

Fourth Order of Business: Public Comment

Comments / Concerns from the Public:

- The handicap parking change on December 14, 2012; on the Stone Wharf may preclude the use of the fishermen.

Fifth Order of Business: Committee Reports (none scheduled) NONE TO BE HEARD

Sixth Order of Business: Appointments

To Have the Board of Selectmen:

Item 13-54: Appoint two members to the Shellfish Committee for three year terms

Motion: Moved by Selectperson Mark Dyer and seconded by Selectperson Mary Holt that the Selectmen appoint Jessica Russo and John (Chip) Corson to the Shellfish Committee for three year terms each.

Unanimous, Motion Carried
Item 13-55: Appoint a member to the Planning Board for a three year term

Motion: Moved by Selectperson Mary Holt and seconded by Selectperson Donna Damon that the Selectmen appoint John (Chip) Corson to the Planning Board for a three year term.

Concerns / Comments from the Board:

- Thank you to the applicants their service is greatly appreciated.

Unanimous, Motion Carried

Item 13-56: Appoint the Shellfish Warden for a one year term.

Motion: Moved by Selectperson Herb Maine and seconded by Selectperson Mary Holt that the Selectmen appoint Ron Tozier as the Shellfish Warden.

Concerns / Comments from the Board:

- The percentage of time spent as the Shellfish warden as opposed to the Harbor Master given that the same individual provides both services.

Unanimous, Motion Carried

Seventh Order of Business: Old Business

To have the Board of Selectmen

Item 13-57: Consider additional information from the Coastal Waters Commission to install a pump-out float and decide on future action

Motion: Moved by Selectperson Mark Dyer and seconded by Selectperson Mary Holt that the Selectmen Authorize the Town Administrator to expend up to $3525.00 for upfront set up cost for the Chebeague Share to initial implement the pump out float and take the money out of the reserve Fund 9000-9020.

Concerns / Comments from the Board:

- How often pump outs would occur?
- The costs involved with the project and reimbursement of 90% being capped.
- The required time commitment from the Harbor Master.
- Recommended fee contribution / donation amount based on DEP capped amount.

Unanimous, Motion Carried
Item 13-58: Hear an update on potential transportation legislation.

Concerns / Comments from the Board:

- Bridging the boundaries of Towns, given that the two Towns wish to work together.
- What is the future of the document?
- Enabling a waterborne transportation district the ability to form the district.

Motion: Moved by Selectperson Herb Main and seconded by Selectperson Mary Holt that the Selectmen support the concept of forming a waterborne transportation district in Casco Bay; as well as to have the Town Attorney to review this and report to the Board.

Unanimous, Motion Carried

Eighth Order of Business: New Business

To Have the Board of Selectmen:

Item 13-59: Consider information from the Coastal Waters Commission regarding the installation of additional floats at the Stone Wharf and decide on future action.

The proposal that was submitted by Ron Tozier is attached to these minutes as well as available at the Town Office and online in the Selectmen Packet.

Concerns / Comments from the Board:

- Grant Applications are reviewed by the Town Administrator.
- How the need is/was assessed that more floats are required.
- The possibility to schedule a public discussion and communication with the community in regards to the potential addition of floats at the Stone Wharf.
- Possible scheduling of a workshop to discuss the float issues.
- The impact that the additions will have on the other part of the structure.
- Look at long range solutions to the ongoing transportation issues.

Concerns / Comments from the Public:

- The lack of notice given to the public regarding this proposal.
- The lack of reasoning behind the need of additional floats at the Stone Wharf.
- Maintenance of the Wharf, and the boat ramp that take precedence over this proposed project. Lack of maintenance plan.
- Possibilities of charrette to contribute potential ideas.
- Involve the public including the summer population regarding solutions.
Motion: Moved by Selectperson Mark Dyer and seconded by Selectperson Donna Damon that the Selectmen propose an agenda item for the regularly scheduled February meeting to have a public hearing as to whether to expand the floats at the Stone Wharf.

2-3 (Herb Maine, David Hill, Donna Damon), Motion Failed

Item 13-60: Conduct the first reading of a proposed Communications Policy Statement.

Selectman David Hill opens the public hearing.

Concerns / Comments from the board:
- Help with the communication process between the Board and the Public as well as the Municipal employees.
- For the purpose of this policy

Selectman David Hill closes the public hearing.

Motion: Moved by Selectperson Mark Dyer and seconded by Selectperson Mary Holt that the Communications Policy Statement be scheduled for a second reading as amended.

Unanimous, Motion Carried

Item 13-61: Consider wage and salary increases for some municipal employees

Motion: Moved by Selectperson Donna Damon and seconded by Selectperson Mark Dyer that the Selectmen concur with the Town Administrator to give the Public Works part-time person Bill St. Cyr a 3.3% increase for a total of $156.00 per year.

Concerns / Comments from the Board:
- Increases are out the context of the budget.
- The date of effectiveness not clearly defined.

4-1 (Herb Maine), Motion Carried

Motion: Moved by Selectperson Mary Holt and seconded by Selectperson *No Second* that the Selectmen accept with the Town Administrator recommended increase for Tom Calder.

3-1 (Herb Maine, Mark Dyer recued himself from this vote), Motion Carried
Motion: Moved by Selectperson Donna Damon and seconded by Selectperson Mary Holt that the Selectmen concur with the Town Administrator to give Gail Jenkins the Town Administrators recommended increase.

4-1 (Herb Maine), Motion Carried

Motion: Moved by Selectperson Donna Damon and seconded by Selectperson Mary Holt that the Selectmen concur with the Town Administrator to give Eric Dyer the Town Administrators recommended increase.

4-1 (Herb Maine), Motion Carried

Motion: Moved by Selectperson Mary Holt and seconded by Selectperson Donna Damon that the Selectmen concur with the Town Administrator to give Margaret Muller the Town Administrators recommended increase.

4-1 (Herb Maine), Motion Carried

*A copy of the Town Administrators recommended increases will be attached to these minutes.*

Motion: Moved by Selectperson Herb Maine and seconded by Selectperson Donna Damon that the Treasurer report the impact of these increases on the FY2013 budget.

4-1 (David Hill), Motion Carried

Item 13-62: Consider a first draft of the Fiscal Year 2014 (FY14) budget

A copy of this presentation will be available in the Town Office, as well as online. This Item Tabled until next meeting

Item 13-63: Consider a strategy for moving forward with the paper streets project.

A copy of this presentation will be available in the Town Office, as well as online.

Motion: Moved by Selectperson Mary Holt and seconded by Selectperson Herb Maine that the Selectmen go forward with Donna’s recommendations as well as utilize Donna’s expertise as well as her knowledge for the full range of the paper streets.

Concerns / Comments from the Board:

- Working with the land owners to make sure that there is no discrepancy between the landowners and the Board of Selectmen.

4-1 (Donna Abstains), Motion Carried
Motion: Moved by Selectperson Herb Maine and seconded by Selectperson Mary Holt that Donna reformat the presentation as a memo from the BOS and send it to the various committees that are mentioned in the document.

Unanimous, Motion Carried

Motion: Moved by Selectperson Herb Maine and seconded by Selectperson Mary Holt that the Board authorize Donna Damon to contact Peter Lowe the Town attorney regarding paper streets.

Unanimous, Motion Carried

Ninth Order of Business:  Non-agenda items to be presented by Selectmen

- Come up with a Maintenance Plan for the Stone Wharf.
- Various strategies for Capital planning.

Motion: Moved by Selectperson Herb Maine and seconded by Selectperson Donna Damon that the Board direct Eric to contract with a pre-approved engineer get involvement from an Engineer to estimate the repairs to assess and develop a Capital Project the North East face of the Stone Wharf.

Unanimous, Motion Carried

Tenth Order of Business:  Approval of Expense Warrants

Motion: Moved by Selectperson Donna Damon and seconded by Selectperson Mark Dyer that the Board approve the expense warrant in the amount of $10,251.70.

Unanimous, Motion Carried

Eleventh Order of Business:  Adjourn meeting

Motion: Moved by Selectperson Donna Damon and seconded by Selectperson Mary Holt that the meeting be adjourned at 9:40 p.m.

Unanimous, Motion Carried

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