

Board of Selectmen Meeting October 9, 2013 (Draft)

First Order of Business: Donna Damon called the meeting to order at 6:03 p.m.

Selectmen Present: Donna Damon, Mark Dyer, Susan Campbell, Herb Maine, David Hill.

Second Order of Business: Town Administrator & Treasurer's Reports

Eric Dyer read his reports to the Board and the public. A copy of these documents will be attached to these minutes and are available in the Town Office as well as online.

Motion: Moved by Selectman Mark Dyer and seconded by Selectman Herb Maine that the Selectmen accept the Town Administrators report.

Unanimous, Motion Carried

Motion: Moved by Selectman Mark Dyer and seconded by Selectman David Hill that the Selectmen accept the Treasurer's report.

4-1 (Abstain- Herb Maine), Motion Carried

Motion: Moved by Selectman David Hill and seconded by Selectman Mark Dyer that the Selectmen authorize the transfer of \$5,000.00 from the Selectmen's contingency fund to pay legal expenses.

4-1 (Herb Maine), Motion Carried

Third Order of Business: Public Comment

Public Comments / Concerns: *No Comments*

Fourth Order of Business: Regular Business Items

To Have the Board of Selectmen:

14-055: Determine the Town's position relative to the proposal from the Great Chebeague Golf Course to use Golf Course land for Town parking developed and financed by the Town of Chebeague in exchange for eliminating parking on Wharf Road, and approve the allocation of resources if necessary

Motion: Moved by Selectman Herb Maine and seconded by Selectman David Hill that the Selectmen respectfully decline to undertake a parking lot project as presented by the Great Chebeague Golf Club at this time.

Board of Selectmen's Comments / Concerns:

- Retain the information that is on hand and share it with the Sunset Committee
- Revisit the issue if appropriate after the findings of the Sunset Committee.
- Many thanks to the Great Chebeague Golf Club, in trying to alleviate the parking issue at the Stone Wharf and along the Wharf Road.

4-1(Mark Dyer), Motion Carried

Motion: Moved by Selectman David Hill that the Selectmen modify the "Response to Request from GCGC" as shown on the document attached to these minutes.

Motion Died due to lack of second

14-056: Set dates for the FY15 Budget Process

Motion: Moved by Selectman David Hill and seconded by Selectman Herb Maine that the Selectmen adopt the amended FY15 Budget schedule. **(As attached to these minutes)**

Unanimous, Motion Carried

14-057: Approve the Town Administrator's process for advertising and hiring an Administrative Assistant for the Fire and Rescue Department. **(Item Tabled)**

14-058: Appoint a Selectperson to serve on the interview committee for the Fire & Rescue hiring process **(Item Tabled)**

Motion: Moved by Selectman David Hill and seconded by Selectman Herb Maine that the Selectmen table items 14-057 and 14-58 until October 23, 2013 meeting.

Unanimous, Motion Carried

Motion: Moved by Selectmen Susan Campbell and seconded by Selectmen David Hill that the Selectmen authorize Donna Damon to sign a letter to Lisa Israel.

*Note: The letter is regarding The Fire Department Administrative Assistant Position, requesting her availability to work for the Town.

Unanimous, Motion Carried

14-059: Consider applying for a Shore and Harbor grant to support the Sunset Landing Committee's work

Motion: Moved by Selectman Herb Maine and seconded by Selectman David Hill that the Selectmen authorize the Town Administrator to proceed with the Shore and Harbor grant.

Unanimous, Motion Carried

14-060: Consider amending the Board Directive for the Sunset Landing Committee

Motion: Moved by Selectman Herb Maine and seconded by Selectman Mark Dyer that the Selectmen the Sunset Landing Committee be changed from two member at large to one member at large and add the Capital Planning Committee as item g.

Motion withdrawn, no action taken

14-061: Initiate a request for an Island Institute Fellow

Motion: Moved by Selectman David Hill and seconded by Selectman Mark Dyer that the Town Administrator invite Karen Burns from the Island Institute to come out and present the program.

Unanimous, Motion Carried

14-062: Review Board goals and objectives and schedule a Board Retreat

Tentative date of October 26, 2013 was selected.

Donna Damon made an executive decision to dispense with discussion and go on to item 14-064 ii Solid Waste Facility Rules & Regulations out of order.

14-064: Review and possibly amend the following Policy Statements:

i. Town Fee Schedule Policy

Item Tabled

ii. Solid Waste Facility Rules & Regulations Policy

Comments / Concerns:

- The Town Admin should research and present recommendations regarding the Transfer Station.
- Gail is proposing we increase the time during summer to Monday and Thursday increased to a two (2) hour span.

14-063: Consider changes to the Traffic & Parking Ordinance:

- i. Locate all handicapped parking on the northeast side of the Stone Wharf

Motion: Moved by Selectman David Hill and seconded by Selectman Susan Campbell that the Selectmen adopt the traffic and parking ordinance as outlined, moving the handicap parking to the Northeast side with proper protection of the edge of the wharf as a guardrail, per attachment A to the Traffic and Parking Ordinance.

Mark Dyer thinks this is a premature action.

3-2 (Mark Dyer & Herb Maine), Motion Carried

- ii. Designate only 5 parking spaces on the Indian Island Road

Motion: Moved by Selectman David Hill and seconded by Selectman Susan Campbell that the Selectmen adopt the traffic and parking ordinance as it relates to the Indian Point Road parking section 107 and attachment B.

Unanimous, Motion Carried

Motion: Moved by Selectman David Hill and seconded by Selectman Susan Campbell that the Selectmen adopt the traffic and parking ordinance. (**Amendment is attached to these minutes**)

Unanimous, Motion Carried

Motion: Moved by Selectman David Hill and seconded by Selectman Susan Campbell that the Selectmen direct the Town Administrator to empower the Harbor Master to enforce parking regulations near the water front. Secondly to direct the Town Administrator have a discussion with all those empowered to enforce parking regulations and to remind them of those parking regulations where they apply and to direct them to enforce them fairly without prejudice or favoritism.

Donna Damon would like to amend the motion to clearly state that the Harbor Master / Shellfish Warden have authority to enforce the parking at the Stone Wharf, Chandler's Cove and Indian Point.

Mark Dyer has withdrawn his second, Susan Campbell then seconded, Motion Carried

4-1(Herb Maine), Motion Carried

14-065: Discuss potential dates for a meeting with the Long Island Board of Selectmen

14-066: Discuss potential dates for a Joint Standing Committee meeting with Yarmouth

- The Town Administrator will offer the tentative meeting times to the Joint Standing Committee with the Yarmouth Town Council either the 4th or the 11th of January 2014.

14-067: Consider non-Agenda Items as presented by individual Selectmen

- Donna Damon: The people who own Ministerial Island are interested in putting a Conservation Easement on the Island.
- Leila Bisharat is here in support and requests that the Selectmen support the Conservation Easement with a letter.

Motion: Moved by Selectman David Hill and seconded by Selectman Susan Campbell that the Selectmen authorize and request that the Chair of the Board of Selectmen send a letter of support to the Casco Bay Conservatorship.

Unanimous, Motion Carried

- 14-068: Review potential agenda Items for November:
- i. Shellfish license quantities and lottery process
 - ii. Appointment of Sunset Landing Committee
 - iii. Road Opening Permit discussion
 - iv. Additional items as suggested by the Board

Fifth Order of Business: Communications

Sixth Order of Business: Approval of Expense Warrant(s)

Motion: Moved by Selectman Mark Dyer and seconded by Selectman Herb Maine that the Selectmen approve the Expense Warrant as amended: \$551,182.52.

Unanimous, Motion Carried

Seventh Order of Business: Approval of prior minutes

Motion: Moved by Selectman Mark Dyer and seconded by Selectman Herb Maine that the Selectmen approve the minutes as amended.

Unanimous, Motion Carried

Eighth Order of Business: Adjourn Meeting

Town of Chebeague Island
192 North Road
Chebeague Island, ME 04017

Phone: 207-846-3148

townofchebeague@chebeague.net

Fax-207-846-6413

Motion: Moved by Selectman Mark Dyer and seconded by Selectman Herb Maine that the Selectmen adjourn the meeting at 9:06 p.m.

Unanimous, Motion Carried

Upcoming Meetings with Board of Selectmen in Attendance		
Meeting	Date & Time	Location
Selectmen's Executive Session (real estate) and Workshop (Road Openings, and other items TBD)	October 23 rd – 6:00pm	Island Hall
November BOS Meeting	November 13 th – 6:00pm	Island Hall

These Minutes respectfully Submitted by:

Michelle J. Jackson, Town Clerk