The Board of Selectmen held a meeting on Wednesday, October 14, 2015, at the Island Hall at 6:00 PM

**First Order of Business:** Call meeting to order
Chair Christopher Loder called the meeting to order at 6:08 PM.
**Selectmen present:** Bill Calthorpe, Peter Pellerin, Susan Campbell, Christopher Loder
**Selectman absent:** David Hill
**Also present:** Also present: Marjorie Stratton, Gloria Brown, Laura and Geoff Summa, Tom Calder and Rich Hubbell

**Second Order of Business:** Public Comment: none

**Third Order of Business:** Reports (see packet)
- **Town Administrator**
  - Re: Animal Control Officer: Town Administrator to review the job description and proceed with advertising for a new animal control officer to begin work January 1st. The new hire will have to attend a week-long training in the spring.
- **Town Treasurer**
  - Re: long-term un-cashed checks: suggestion to have checks printed "Check only valid for 90 days from date of issue."

**Motion:** Moved by Susan Campbell and seconded by Peter Pellerin to accept the Town Administrator and Town Treasurer’s reports
  **Vote:** 4 – 0, Motion Carried (David Hill, absent)

- **Code Enforcement Officer**
  - **Motion:** Moved by Susan Campbell and seconded by Peter Pellerin to approve the Code Enforcement Officer’s report as presented.
  - **Vote:** 4 – 0, Motion Carried (David Hill, absent)

- **Public Works Department**
  - There was a question regarding when the work of filling in the road shoulders will be completed. The crew has this as a high priority, but the completion date is unknown.
  - **Motion:** Moved by Susan Campbell and seconded by Bill Calthorpe to accept the Public Works report.
  - **Vote:** 4 – 0, Motion Carried (David Hill, absent)
Fourth Order of Business:  Regular Business

Taken out of order:

16-051: To discuss Capps Road drainage issue

Motion: Moved by Christopher Loder and seconded by Bill Calthorpe to execute on getting an engineering study completed as a way to collect the facts within the budget.

Vote: 4 – 0, Motion Carried (David Hill, absent)

Additional discussion:
- Rich Hubbell reported that the boundary survey is complete. He will send a copy to the Town Administrator.
- Process: The engineering study is to collect the facts. We will communicate those facts to legal, look at precedent, and present the matter to Town Meeting with a good description.

16-049: To discuss proposed changes to the Public Works Job Description

Motion: Moved by Susan Campbell and seconded by Pete Pellerin to not change the hours in the job description; to approve Tom Calder’s request for the change of his regular hours to 7:30 AM to 4:00 PM.

Vote: 4 – 0, Motion Carried (David Hill, absent)

Motion: Moved by Susan Campbell and seconded by Bill Calthorpe to change the title of Public Services to Public Works.

Vote: 4 – 0, Motion Carried (David Hill, absent)

Discussion re: budgetary considerations raised by the prior motions

16-050: To consider proposals for solid waste removal

- Note: There is a typo on the first page of the ecomaine proposal. In paragraph 4 the figure $63.35 for Construction & Demolition Debris (C&D) should be $65.35. All calculations are based on the correct amount of $65.35.
- Laura Summa reported and answered questions.
- ecomaine’s Lissa Bittermann and a colleague came out to our transfer station and confirmed that our "special" containers are not an issue for Troiano Trucking. Bill raised the question of how many trucks Troiano has that are set up for these "special" containers.
- Susan asked into what containers would we put old wire traps, buoys, old fishing gear.
- Scrap metal is a possible revenue producer.
- We need Public Works to compact C & D and metal and to lift heavy mattresses, etc.
**Motion:** Moved by Pete Pellerin and seconded by Susan Campbell to go with the ecomaine proposal.

**Vote:** 3 – 1, Motion Carried (Bill Calthorpe, opposed; David Hill, absent)

Notes for future discussion:
- Change building permits to require contractors of larger projects to arrange for disposal of construction and demolition debris.
- Changes in fee schedule.
- Fee collection, such as punch cards.
- Brush disposal.

16-052 To discuss Town Office hours and winter Transfer Station hours

<table>
<thead>
<tr>
<th>Winter Transfer Station hours:</th>
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<tbody>
<tr>
<td>Monday: CLOSED</td>
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<tr>
<td>Tuesday: CLOSED</td>
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<tr>
<td>Wednesday: 1:30 - 4:00 PM</td>
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<tr>
<td>Thursday: CLOSED</td>
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<tr>
<td>Friday: 1:30 - 4:00 PM</td>
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<tr>
<td>Saturday: 9:00 AM - 4:00 PM</td>
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<tr>
<td>Sunday: 9:00 AM - 4:00 PM</td>
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| Town Office hours: no change |

16-053: To set dates for November and December Board of Selectmen meetings

- Thursday, November 5th: 6 PM Board of Selectmen Executive Session re: personnel issue and 7 PM Joint Meeting of CTC and Board of Selectmen
- Wednesday, November 18th: 6 PM Board of Selectmen regular business meeting
- Wednesday, December 9th: 6 PM Board of Selectmen regular business meeting
- Wednesday, December 16th: 6 PM Board of Selectmen meeting only if necessary
- Possibility of a meeting of the Board of Selectmen with the auditors.

16:054: To discuss a schedule for the FY17 budget process

**Consensus:** The proposed Budget Process Schedule was discussed and approved by consensus.

Discussion regarding Annual Report:
- Letter/report from Board of Selectmen
- Department reports
- Town Administrator to request reports from for all Boards and Committees and non-profits
Deadline for submittals is March 15.
Deadline to printer is April 15.

16-055: To appoint an Emergency Management Agency Director as required by 37B MRSA § 782
Motion: Moved by Bill Calthorpe and seconded by Pete Pellerin to appoint Ralph Munroe as Emergency Management Agency Director

16-056: To decide disposition of 1998 white Ford Explorer
Motion: Moved by Bill Calthorpe and seconded by Pete Pellerin to authorize the Town Administrator to ask Kim Boehm to remove the 1998 white Ford Explorer from the Island. It is not to stay on the Island.

Fifth Order of Business: Communications
DMR letter regarding aquaculture lease by Ocean Approved, LLC.
Received; no action

Sixth Order of Business: Review and approve prior meeting minutes
Motion: Moved by Bill Calthorpe and seconded by Pete Pellerin to approve the Board of Selectmen Minutes of September 30, 2015.

Seventh Order of Business: Approval of Expense Warrant(s)
Motion: Moved by Bill Calthorpe and seconded by Pete Pellerin to approve expense warrant #36, dated October 14, 2015, in the amount of $649,689.83.

Eighth Order of Business: Other Business
• Open ditch in front of CIHCC/Library
  Town Administrator will ask Pete Maher for a recommendation to resolve this safety issue.
• Fire and Rescue Assistant
  Fire Chief Munroe has asked about filling the position of Fire and Rescue Assistant. In order to set this process in motion, Lisa Israel would have to resign from the position.
• Welcome Signs
  Pete wanted to know how to proceed toward his goal of posting large welcome signs at both ferry landings. The Board suggested that he prepare a prototype for Board review.

Ninth Order of Business: Adjourn Meeting
Motion: Moved by Bill Calthorpe and seconded by Susan Campbell to adjourn the meeting at 8:55 PM

Respectfully submitted,

Gloria Brown, Deputy Clerk