Board of Selectmen Meeting Notice

The Board of Selectmen will hold a Meeting on Wednesday, June 8, 2016 at the Island Hall at 6:00 PM

I. Call meeting to order

II. Public Comment

III. Reports
- Town Administrator
- Town Treasurer
- Code Enforcement Officer
- Harbor Master/Shellfish Warden
- Public Works Department

IV. Regular Business

V. Communications

VI. Review and approve prior meeting minutes
   May 25, 2016

VII. Approval of Expense Warrant(s)

VIII. Other Business

IX. Adjourn Meeting
MEMO

To: Town of Chebeague Island Board of Selectmen
From: Marjorie E. Stratton, Town Administrator
Date: June 8, 2016
Re: Town Administrator’s Report

Purchase of Mower from Dick Clarke
First, let me be clear that the tractor and attachments Dick Clarke would like to sell are not a replacement for the roadside mower that we rent annually. We will still have to do that. As a comparison for similar equipment, last July 2015 we rented a roadside mower/tractor from Waterman Farm and paid $6,600. This year in August we plan to rent a roadside mower from HP Fairfield for $2,500 per week or $5,000 plus barging costs. This will at least give you an idea of what equipment rental costs.

We would use this tractor for the old landfill, Chandlers Cove Field, Sunset Property and any other appropriate application. It also has a York rake that would be helpful in removing rocks after grading. For $2,000, I think it would be useful. We have $74,517 available in our Public Works Equipment Reserve.

Maine Coastal Program FY17 Shore and Harbor Grant
I received a telephone call from Matt Nixon, the Shore and Harbor Grant coordinator, that Chebeague Island was approved for our grant request of $20,000 (Total project - $30,000 with $10,000 local matching funds). Our proposal was to complete a conceptual design, engineering, and a management plan that studies the best uses of and makes important improvements to the municipal Stone Pier. Our goal is to look at the entire footprint of the pier and think about future needs for Chebeague Transportation Company, Commercial Fishing, Recreational Boating, Parking, Public Safety and Sea Level Rise. It will encompass all future needs and possible environmental issues. Carol White was instrumental in helping with the application.

Purchase of Curit Property
I received an email from John Gosselin, grandson of Barton and Marjorie Curit. His father, Paul Gosselin, and his two aunts, Martha Curit Hough and Barbara Curit Thorp, currently own the remaining Curit parcel comprising about seven acres behind the library. At the Annual Town Meeting last year, the Town voted in favor of continuing discussions and negotiations with the owners of the property at Map 103, Lot 73 regarding the purchase of this property. This property is behind the Library.

We have no funds set aside for purchase of land, but I believe we should follow through with the wishes of the people that voted affirmatively at the annual town meeting. What action would you like me to take? Shall I meet with their representative, John Gosselin, for instance?

Chebeague and Cumberland Land Trust request for establishing a path
The Land Trust is preparing to create a path from North Road down to the Casco Bay end of the Curit property to provide walking trail access for the public. The land has been (re)surveyed and relevant boundaries flagged. We received an email from John Wilson asking if the establishment of this trail on
Town-owned land requires action by either/both the select board or town meeting. As the Land Trust holds a conservation easement on eight acres of the town owned land, I think the walking path is consistent with prior actions. I don’t believe we need a town meeting vote. The Selectmen may choose to make a motion in support of the walking path.

**Assessor**

Last week we finally received the new Property Cards and Tax Maps. Our Assessor, Robert Konczal, also created two documents for anyone to use that has updated information. There is a **Mapping Change Request Form** and a **Property Data Adjustment Form**.

**Tax Acquired Property**

We did some research on the tax acquired property and only found one lien, but it is from State of Maine Department of Health and Human Services Division of Support Enforcement and Recovery. I spoke with the Maine Municipal Association Legal Department about how to get the lien released. I have sent DHHS a copy of the lien and we have to give them three months for a redemption period. If they take no action during that three months, we can take full possession of the property. Our lien supersedes the DHHS lien, but we have to follow the correct procedure. The period of redemption ends June 30, 2016.

**Sunset Property Right-of-Way**

We have hired an attorney from Drummond Woodsum to verify the right-of-way to the town-owned Sunset Property. Attorney Reid Hayton-Hull says that we should have a summary of her findings soon.

**Tasks to complete:**

- Post Audit work – Budget Amendments, Establish Capital Project Fund, Special Revenue Fund and Fiduciary Fund in TRIO. Research Cemetery Perpetual Care balances.
- June delivery of Fire Truck – have funds in place from borrowing to make purchase.
- Build steps at end of Cordes Road and Fenderson Road – I am working with Nick Adams, CEO on ownership issues. I believe the next step is to write a letter to the abutting property owners.
- Building Permit Fee Schedule

**Committee work:**

- Planning Board – Zoning Changes, Subdivision Application
- Sunset Committee – I believe the plan is to survey the community for input

**Departmental Work:**

- Transfer Station - Eco Maine kick-off event on June 18th.
Stone Pier
Repairs on the pier are complete.

I have contacted with the inn concerning their patrons and unauthorized use of the float system and have emphasized neither the inn or its employees have any authority over the town float system, i.e., telling people they can tie-up their boats wherever they want.

Transient vessel user fees and float diagrams have been posted on and around stone pier.

Yellow money box prep and primed and painted.

With the exception with the above things at the pier appears to be running smoothly.

Chandlers
I have had to write a few tickets and warnings for unauthorized use of dock. Signage will be visible on the float so there will be no confusion.

Harbormaster Vessels
Both vessels in good working order.

Moorings
Thanks to Vika and Herb 2016 moorings are being paid and all information recorded. A letter and web posting will be coming out soon as a reminder for July 1st mooring app renewal deadline; after that phone calls will be made.

Thus far I have plotted the Stone Pier mooring field working east around the Island.

Shellfish
05/29/2016 set and seeded 25 clam predator net with 300,000 small clams. The “clam farm” is located in Johnsons Cove. Thanks to all the volunteers for all their hard work. This was new to all of us and provided knowledge for possible future sites throughout the clam flats of Chebeague.

The flats are closed until further notice do to excessive rainfall.

Respectfully Submitted
Genaro Balzano III
Harbormaster/Shellfish Warden
To: Marjorie Stratton Town Administrator

From: Coleman Clarke Clarke and Sons Municipal Services LLC

Re: 1969 International 2444 Tractor with attachments

Marjorie,

As requested I am providing additional information on my tractor for the board of Selectmen. This tractor was purchased from Graves Tractor Co., Inc. (Steve and Dick Graves father) for King Resources to mow the Navy tank farm in 1969.

I acquired two tractors in 1998 from Northland the company that purchased the tank farm for development. I gave one tractor to Wayne Dyer and is still being used by Dick and Tom Calder for mowing fields and rotor tilling on Chebeague. My tractor was used on Long Island to mow the old land fill and road shoulders/corners. I purchased a six foot sickle bar, York Rake and a 5’ bush hog mower to be used with the tractor. All attachments and the original operator’s manual are included in the price of $2,000.00 (two thousand dollars). Repair and maintenance Parts are available through Beauregard Equipment or Waterman’s (who is an International tractor dealer).

I had preventive maintenance work done and was serviced by Beauregard about five or six years ago with no issues before or after. The tractor(s) were used only for mowing the tank farm each summer until 1991 and well maintained. The only defect I know of is a small problem with the throttle linkage that would need to be repaired.

Tractor Specifics:

1969 International 2444 Tractor Serial Number 3910

IH-C-153 4 cyl gasoline engine, (25-HP)

Two Wheel Drive

Standard Transmission

12 volt electrical system

3 point hitch

5 foot Bush Hog rotary mower, 6 foot Ford 501 sickle bar mower with spare bar and misc fingers, rivets and blades, 5 foot York Rake. All attachments are 3 point hitch connected.

Operators Manual is available for additional specifics beyond what is described.