



MEETING MINUTES FOR THE SELECTMEN /EXECUTIVE COMMITTEE MEETING 09/17/2011

START	END	NEXT MEETING	NEXT TIME	MEETING LOCATION
0905 AM	1330	October 15, 2011	9:00 AM	Community Center

ATTENDANCE

EXECUTIVE COMMITTEE:

- Jim Kuiken – Selectman
- John Nun – Selectman (via teleconference)
- Mark Thomas - Selectman
- Gary Donohue
- Joe Potts
- Dave Bond
- Bob Sutherland

Town Manager: Wayne Fournier
Treasurer: Joe Potts

PETITIONS FROM THE PUBLIC

OLD BUSINESS

Business Item	BIC
<p><u>Community Center Handicap Access</u></p> <p style="text-align: center;">Prior to 09/18/2010, see September 18, 2010 meeting minutes.</p> <p>09/17/2011 The Secretary of States office has confirmed they will reimburse the Town. The have also requested addition drawings of the Community Center showing the meeting room, the front which Wayne will provide. For more information see the minutes of the 08-13-2011 meeting.</p>	<p>Wayne</p>
<p>Conceptual Plan for Willis Property – Transportation Committee</p> <p style="text-align: center;">Prior to 09/18/2010, see September 18, 2010 meeting minutes</p> <p>09/17/2011 An article has been included in the Town Meeting warrant to appropriate up to \$30,000 from the Long Term Transportation Reserve to develop the final engineering design for the Park & Ride Facility. For more information see the minutes of the 08-13-2011 meeting.</p>	<p>Wayne/Transportation Committee</p>
<p>Ferry Electronic Ticketing System</p> <p style="text-align: center;">Prior to 09/18/2010, see September 18, 2010 meeting minutes.</p> <p>09/17/2011 Most of the hardware has been installed and the programmers are installing the software onto the new server. They will be programming one of the mobil devices to communicate with the new server. I have forwarded the security information requested by the ExCom and I will be purchasing a new router for the ferry trailer that will have more security capabilities than the normal Fairpoint router that is now at the trailer. For more information see the minutes of the 08-13-2011 meeting.</p>	<p>Joe / Wayne</p>
<p>273 Leisure Lane Erosion issues</p> <p style="text-align: center;">Prior to 09/18/2010, see September 18, 2010 meeting minutes.</p> <p>09/17/2011 The DEP has reached an agreement with Mr. & Mrs. Zea on the remediation requirements and have assessed a fine. For more information see the minutes of the 08-13-2011 meeting.</p>	<p>DEP</p>

273 Leisure Lane - Re-vegetation Issues

Executive Committee / Wayne

09/17/2011 Wayne spoke with Mr. Zea. He intends to build on the property next year. The re-vegetation will be completed after construction is complete. For more information see the minutes of the 08-13-2011 meeting.

273 Leisure Lane Set-Back Violation

Executive Committee / Wayne

09/17/2011 The foundation has been cut and will be removed as part of the construction. Certified drawings to confirm the set-back violations have been remedied will be provided as part of the construction package. For more information see the minutes of the 08-13-2011 meeting.

Beach Nine

Wayne

09/17/2011 The final agreement has been reached. The FII Board of Directors approved the agreement and authorized Mr. Potts to sign the agreement in his capacity as President of FII. For more information see the minutes of the 08-13-2011 meeting.

Use of Frye island Facilities (Beaches) by non-residents

Wayne / Marina Committee / DPW

09/17/2011 New signs for the beaches have been purchased and will be installed this year if time permits. For more information see the minutes of the 08-13-2011 meeting.

Health Insurance Rates

Wayne / Executive Committee

09/17/2011 Wayne has requested quotes from three health insurance carriers. However, the insurance agent has said that with only three people getting insurance he didn't think he could do as well as MMEHT our current carrier. For more information see the minutes of the 08-13-2011 meeting.

Tennis Courts

John Crosby / Wayne

09/17/2011 A warrant article to authorize the ExCom to appropriate up to \$100,000 to rebuild the tennis courts at the Recreation Center has been included on the warrant for the October 2011 town meeting. For more information see the minutes of the 08-13-2011 meeting.

Purchase 3" water distribution pipe for Leisure Lane

Executive Committee

09/17/2011 Tropical Storm Irene and the required clean-up delayed the water line installation some. However, the crew has been doing a great job and is progressing better than expected. They expect to be at the intersection of Leisure and Birch before finishing for the season. The street and house connections will be completed after the Island closes for the season.

Checking account reconciliation

Wayne / Joe Potts

09/17/2011 The reconciliation for June and July has been finished but both Calvin and Joe had comments that have been forwarded to the accounting company doing the reconciliation. For more information see the minutes of the 08-13-2011 meeting.

Funding for the Long Term Transportation Reserve

ExCom

09/17/2011 The Executive Committee reviewed both ferry rate proposals and after considerable discussion it was decided to place an article on the warrant for the Town Meeting proposing a three tier ticket pricing system. The proposed rates for a standard passenger vehicle are as follows:

- Discount Rate..... \$15.00
- Office Rate.....\$25.00
- Street Rate.....\$35.00

The rates for special vehicles and heavy equipment will be proportional and will be identified on the rate schedule. For more information see the minutes of the 08-13-2011 meeting.

Review proposal to replace deck on the mainland ferry ramp

ExCom

09/17//2011 A contract has been signed awarding the job to Bancroft. They plan to begin as soon as the gantry is available in the fall. For more information see the minutes of the 08-13-2011 meeting.

Warrant Article for Financial Authority

J. Potts

09/17/2011 A public hearing was held on 08/13/2011 to present the proposed warrant article. There were no comments on the proposed article and the article has been placed on the warrant for the October 2011 town meeting. For more information see the minutes of the 08-13-2011 meeting.

E-911 Addresses

ExCom

09/17/2011 Wayne has spoken with the State E911 coordinator. She has sent an E-911 map book which identifies all of the roads on the Island with the number ranges that they have on record. Wayne indicated the first step in the process was to review all of the roads that on the E911 map book for accuracy. This will probably extend into a winter project. For more information see the minutes of the 08-13-2011 meeting.

Hokes Bluff Ferry

ExCom

09/17/2011 The ferry has not been given to any other entity but the Town is no longer pursuing it. For more information see the minutes of the 08-13-2011 meeting.

Disposal of Airboat

ExCom

09/17/2011 We have not received any inquiries from the ads we ran but John Thompson, our Code Officer, has said that the Town of Naples might be interested. However, they do want to pay much if anything for it. They will be picking it up to try it out next week. For more information see the minutes of the 08-13-2011 meeting.

Raw water intake

John / Wayne

09/17/2011 We estimate it will cost approximately \$20,000 - \$25,000 to extend the waterline so that it is in about 70 feet of water if it is done in house. I request the ExCom appropriate up to \$25,000 to from the Island Improvement Reserve to extend the water intake. A motion was made by Mr. Kuiken and seconded by Mr. Thomas to appropriate up to \$25,000 from the Island Improvement Reserve to extend the water intake line. The motion passed with 7 votes in favor and 0 opposed. For more information see the minutes of the 08-13-2011 meeting.

Discuss the possibility of a fireworks ordinance

ExCom

09/17/2011 A public hearing was held and an article has been placed on the warrant for the October 2011 Town meeting. For more information see the minutes of the 08-13-2011 meeting.

Consider adopting the 2011 National Electrical Code

ExCom

09/17/2011 Adoption of the NEC requires the Town approval. This has been placed on the warrant for the October 2011 Town meeting. The wording was changed to reflect the "current" edition of the NEC as opposed to identifying a specific year.

Budget Preparation

Wayne / ExCom

09/17/2011 The first draft of the 2012 budget was presented at a public hearing held on September 3rd. The ExCom recommended that the \$25,000 in the budget to repay the cost of rebuilding the tennis courts be removed from the budget and included as part of that article. However, the ExCom also recommended that an additional \$10,000 be included in the budget and added to the recreation reserve. Wayne also explained that \$12,000 had been included in the budget for the Capital Reserve and earmarked for improvements to the Transfer Station. The ExCom suggested that the Capital Reserve was intended to be used for purchases for the Administration Department and any funds earmarked for the Transfer Station should be placed in the Equipment Reserve. Wayne

moved the \$12,000 in the proposed 2012 budget for transfer station improvements from the Capital Reserve to the Equipment Reserve. A motion was made by Mr. Kuiken and seconded by Mr. Thomas to transfer the \$12,000 that was added to the Capital Reserve in 2011, and earmarked for the Transfer Station, from the Capital Reserve to the Equipment Reserve. The motion passed with 7 votes in favor and 0 opposed. Wayne agreed to spend some time, possibly after the Island closed, to identify the establishment of the designated reserves.

Other Old Business

Store Lease

ExCom

The people considering purchasing the store / cafe operation had some comments on the proposed lease agreement. The ExCom response is as follows:

- Not in favor of reducing the 1st year lease payment from \$7500 to \$6500
- Agree to setting increases at previous years CPI but with no limits
- Agree to pay 20% of cost to pump septic system
- Agree to allowing frozen drink sales but must be very specific in lease to prevent full bar from competing with golf course.
- Will agree to 2 - 5 year terms, CPI only with no limits
- Will not agree to pay for renovations to make store and cafe ADA compliant.

09/17/2011 Wayne will relay this information to the prospective purchasers.

New Business

Transfer Station Upgrade

ExCom / Wayne / John Crosby

09/17/2011 The compactor truck is a 1992 Ford with a 20 yard Leach compactor that holds approximately 7 yards of trash. We have discussed the future operation of the transfer station and last year earmarked \$12,000 that was added to the Capital Reserve for renovations to the transfer station system. I would like to get stated on these renovations. The total project cost for the renovations, which include 2 - 10' X 40' X 8" pads to support the compactors (\$5000); 2 - 2 cubic yard compactors, 3- 40 yard containers, plus VFD's and installation (\$44,746) and DPW labor (\$2000) amount to \$51,746. Once this project is complete we will be able to eliminate the truck, which we may be able to sell, the maintenance, the driver, fuel, insurance and travel. I request the ExCom appropriate up to \$8000 from the Capital Reserve to install the 2 concrete pads this season. A motion was made by Mr. Thomas and seconded by Mr. Nun to appropriate up to \$8000 from the Equipment Reserve to install the required concrete pads for the future compactors. The motion passed with 7 votes in favor and 0 opposed.

Golf Utility Vehicle

ExCom

09/17/2011 The Golf Committee has recommended that the ExCom transfer \$7500 from the Golf Operations Reserve to pay for the Golf Utility Vehicle. A motion was made by Mr. Kuiken and seconded by Mr. Nun to transfer \$7500 from the Golf Operations Reserve to purchase a Golf Utility Vehicle. The motion passed with 7 votes in favor and 0 opposed.

Policy to dispose of tax acquired property

ExCom

09/17/2011 The existing policy on the disposal of tax acquired property does not address the situation where an owner of property that was acquired by the Town wants to pay the back taxes and re-acquire the property. The property at 1627 Ridge Road was acquired by tax foreclosure last year. The previous owner has submitted a check paying a portion of the outstanding taxes and would like to be able to pay the remainder of the outstanding tax and reclaim the property. Considerable discussion followed but the consensus was to allow this to happen. Wayne will notify the previous owner and get a commitment on the final payment.

Consider changing some of the reserve names

ExCom

09/17/2011 Mr. Nun has suggested that the names of some of the reserves be changed to better reflect their intended purpose. Wayne agreed to review all of the reserves at the end of the season.

Review Capital Improvement List

Wayne / John Crosby/ ExCom

A list of capital projects was reviewed. The following were approved:

09/17/2011

- Sandblast and paint the interior compartments on both ferries. Before this can be done, additional man ways need to be installed in the decks in order to achieve the proper ventilation to perform the work safely. This was recommended by the insurance inspector. A motion was made by Mr. Thomas and seconded by Mr. Kuiken to appropriate up to \$55,000 from the Ferry Capital Reserve to add the new man ways, sandblast and paint both ferries. The motion was approved with 7 votes in favor and 0 opposed.
- Add 2 rings to the water storage tank. This would increase the capacity of the tank by approximately 40,000 gallons at an estimated cost of \$100,000, based on a proposal received from the tank manufacturer. This should be considered not only because it would provide more volume in an emergency incident, but it would provide more contact time for the chlorination process but it would also provide more buffer during times of high flow so the flow through the filters could be reduced. This project will be reviewed after the water intake line has been extended.
- Sandblast and seal the joints in the water storage tank. We have a proposal from Limerick Steeplejacks to complete this for \$24,000. A motion was made by Mr. Thomas and seconded by Mr. Kuiken to transfer \$24,000 from the Island Improvement Reserve to the Water Reserve to complete this project. The motion was approved with 7 votes in favor and 0 opposed.
- Wayne and John will continue to update the list for ExCom review.

Other New Business

2011 Town Meeting Warrant

ExCom

09/17/2011 A draft copy of the 2011 Town Meeting warrant was distributed to the Ex Com. for review. A motion was made by Mr. Thomas and seconded by Mr. Kuiken to approve the warrant as amended. The motion passed with all in favor.

ExCom meeting 10/01/2011

ExCom

09/17/2011 The purpose of the meeting scheduled for September 24th was to approve the Town Meeting warrant; with that complete, the meeting was cancelled.

Meeting Minutes: A motion was made by Mr. Kuiken and seconded by Mr. Thomas to approve the meeting minutes of the August 13, 2011 meeting. The motion passed with all in favor.

Golf Report: None

Marina Report: Mr. Bond brought up the rental fees charged at the marina and that the Marina Committee felt that the Management Fee was too high. Wayne explained how the fee originated. It was decided to table this discussion until a future meeting.

EXECUTIVE SESSION

09/17/2011 Mr. Kuiken made a motion to adjourn to Executive Session to discuss personnel issues. The motion was seconded by Mr. Thomas and the public meeting moved into executive session at 1:15 PM. The Executive Committee returned from executive session at 1:30PM. The public meeting was reconvened.

ADJOURN

A motion was made by Mr. Kuiken and seconded by Mr. Thomas to adjourn at 1:31 PM.