

SELECT BOARD
JOE CONNELL, CHAIRMAN
AMANDA BRACY
KATELYN DAMON

ADMINISTRATIVE ASSISTANT
TO THE SELECT BOARD
JAMES FORTUNE



TOWN CLERK / TREASURER
DENISE Mc CORMICK

PUBLIC SAFETY COORDINATOR
SHARON MORRELL

Select Board Meeting Minutes
July 2, 2024
Islesford Neighborhood House

Attendance:

Joe Connell, Select Board Chairman
Amanda Bracy, Select Board
Katelyn Damon, Select Board
Denise McCormick, Town Clerk
James Fortune, Admin. Asst.
Ben Sumner, Deputy Town Clerk
Chris Hathaway
Jeri Spurling

Joanne Thormann
Amy Palmer
Florence Joy Sprague
Jonathan Wood (by video)
Alden Hathaway (by video)
Marie Caspard, Island Institute (by video)
Jamie Cook, Island Institute (by video)

I. Call to Order: 3:30P.M. by Chairman Joe Connell

II. Review/Sign Financial Warrants

Select Board reviews Financial Warrants:

Warrant #76	\$ 8,649.38
Warrant #77	\$ 16,710.19
Warrant #78	\$ 40,302.31
Warrant #79	\$ 50,537.07
<u>Warrant #80</u>	<u>\$ 138,715.53 (school)</u>
Total:	\$ 254,914.48

All warrants were signed by the Select Board.

III. Review/Approval of Meeting Minutes: June 4, 2024

Review of Minutes tabled until next regular meeting, without dissent.

IV. New Business

A. FEMA Updates & Procurement Policies

D. Bids: Sutton Dock/Maypole/Hadlock Park/Manset (taken out of order)

James Fortune reports that FEMA representatives have made two visits to the Town and are organizing damage reports into separate projects. Joe Connell asks about no-bid provisions for the Sutton Town Dock due to a lack of contractors. James Fortune explains there is a process for addressing no-bid contracts, but that there is no guarantee project will be reimbursed. General discussion. James Fortune reports engineered drawing of the new dock will need to be prepared for a bid package and that Prock Marine is able to provide drawings.

Katelyn Damon reports on the Maypole Project. A survey will need to be completed to determine the right-of-way and to facilitate a possible easement to repair the berm effecting the roadway. Consensus of the Select Board is to get legal documents in place so repairs can be lawfully made. Katelyn Damon asks about procurement policies. General discussion. Joe Connell tasks Ben Sumner to research Town Records for previously used procurement procedures. Consensus of the Select Board is to determine if prior policy has been used and whether Town should defer to State policies instead.

V. Other Business (taken out of order)

Joe Connell and James Fortune report they will be attending the annual meeting of the Association for the Preservation of Sutton Island on behalf of the Town later in July.

Joe Connell asks about status of the temporary Sutton Town Dock and Sutton Island Broadband service. Jonathan Wood reports that both the dock and the internet appear to be functioning appropriately.

B. Cranberry Isles Fisherman’s Co-Op: Working Waterfront Resilience Grant

Katelyn Damon reports on discussion with the Maine Department of Transportation about the Town facilitating the grant. No federal funds are being expended and State law allows a Town official to administer a grant of state funds. Denise McCormick requests clarification from the Maine Department of Transportation on any audit requirements. Amy Palmer reports grant awards will be announced in July or August. Select Board agrees, without dissent, to move forward as grant facilitator if funding is awarded.

E. ETIP: Community Solar Association Updates (taken out of order)

Alden Hathaway reports on the Community Solar Association project and explains that an ETIP grant allows Versant Power to improve the resilience of the local power grid in order to facilitate the use of solar power and net metering capabilities with existing transmission lines. Jamie Cook, of the Island Institute, reports that the ETIP program is supported by the US Department of Energy. Joe Connell asks about Town financial obligations that might arise from official support for the project. Jamie Cook confirms that there are no financial obligations to the Town. General discussion. Katelyn Damon moves to sign letter of support for the Community Solar Association ETIP grant application. Joe Connell seconds the motion. Motion approved 3-0.

C. 2024 Work Plan

No updates to previous items made at today’s meeting. Joe Connell reports the public use phone at the GCI dock needs repair. Katelyn Damon proposes, without dissent, submitting repair ticket to the Maine Public Utilities Commission, as has been done for previous repairs.

VI. Audience Communication (taken out of order)

Florence Joy Sprague reports that the phone and internet systems for both Town Post Office locations are currently inoperable. Katelyn Damon reports that phone service repairs are being completed by Consolidated, but that internet repairs may

take several weeks due to vandalism of Consolidated equipment on GCI. Versant Power and Consolidated Communications have reached out to law enforcement.

G. Junk Vehicles (taken out of order)

Joe Connell reports he will contact Ben Moore of BCM Construction about a one-time junk car removal in the near future. James Fortune advises that previous removals, not performed by BCM, involved crushing cars in the Town's gravel pits and at Southwest Harbor, resulting in clean up issues.

F. Growth Management Plan/Comp. Plan Update

Katelyn Damon reports on discussion with Averi Varney of HCPC about potential funding available through a Community Action Grant. The deadline for the next round of funding is in December 2024. Joe Connell moves to have application prepared for the December 2024 deadline. Amanda Bracy seconds the motion. Motion approved 3-0.

H. Deputy Public Safety Coordinator Position

Katelyn Damon presents job description. General discussion. Joe Connell moves to approve the job position description and have it posted to seek applicants. Amanda Bracy seconds the motion. Motion approved 3-0.

V. Other Business (continued)

Katelyn Damon asks if any fireworks applications have been submitted to the Town Office. Denise McCormick reports that none have been received.

Katelyn Damon reports on street sweeping. Goodwin's advises sweeping can be completed during the next rainy period. James Fortune suggests a water truck be used if dry weather continues. Katelyn Damon reports she will follow up with Goodwin's.

Katelyn Damon proposes discussion of disposal of the second snow plow truck on LCI. General discussion. Select Board agrees, without dissent, to store old truck at GCI in case of need for a backup.

Amanda Bracy asks about status of patching on Cranberry Road at the GCI Parking Lot to be completed by the Cranberry General Store. No updates available.

VI. Audience Communication

None.

VII. Executive Session: Personnel Matter, 1 M.R.S.A §405(6)(A)

Chairman Joe Connell moves, without objection, to go into Executive Session at 4:51P.M.

Chairman Joe Connell moves, without objection, to return from Executive Session at 5:30P.M.

VIII. Adjournment

Meeting adjourned, without dissent, at 5:30P.M.