

Minutes of meeting July 11th, 2007

Meeting called to order 7:00PM

Mark – Tonight we will have a dual purpose meeting. We will have a business section on the first part of agenda . Then we will move in to a workshop mode after we adjourn that meeting. The purpose of the workshop will be to discuss two items. One is standard guidelines we would like to set for our Selectmen. We have an ordinance with fairly specific set of guidelines that can not be varied from very much. We will take public comment in the workshop section of meeting. It will be more casual in the workshop mode.

The second item in the workshop part of meeting is to discuss setting up some much needed boards initial and state statute required town boards, Planning Board, Board of Adjustments & Appeals, Coastal Water Commissions and Shellfish Conservation Committee. We will discuss the process of setting up these boards.

Mark – Requested agenda's be available for the public at our next meeting.

Mark – Public comment is welcome from the public during the meeting at any time. Comments will be taken at the acknowledgement from the chair.

Mark – Opened the business part of the meeting.

Donna – Wanted to discuss public input in meeting. There should be a place within the agenda for new items from the public. Mark advised he would discuss this later in meeting.

Mark – Request to approve minutes from July 6th meeting.

Donna – Motion to postpone approval of July 6th minutes until July 11th meeting so it can be circulated and corrections can be made. Then approve these minutes at our next meeting.

Leon – Second

Mark – Any discussion on this motion to table minutes. Seeing none asked for vote.

Vote – Unanimous.

OLD Business:

Mark - First item is to set a date for request of renewal for Victualer's license for Sunset House Bed & Breakfast.

Donna – Motion to set date for hearing on Victualer's license for the Sunset House Bed & Breakfast at our next regular meeting July 18th.

Herb – Second

Mark – Any discussion on motion?

Leon – I is my understanding that these application were previously approved by the Town of Cumberland. Can we just approve those applications as written with the change from the Town of Cumberland and continue under the Town of Chebeague?

Susan - Due to expiration date of June 30th, 2007. The application process starts all over again.

Leon – It was my understanding that Mr. Komlosy application's was approved by the Town of Cumberland, can we just approve the applications that were submitted to the Town of Cumberland ? Can we just approve the applications submitted so that we can move things along ?

Herb – Is your question, do we need a public hearing.

Ron – Yes. The public needs to be notified when the hearing is to be held.

Donna – My motion was just for Sunset House Bed & Breakfast. I suppose we could do them together, but I prefer to keep them separate.

Mark – Agreed with Donna.

Mark – I think we should set the hearing for the Sunset House Bed & Breakfast for next Wednesday the 18th. Any further discussion on that/

Donna – Will we have all the different reports in for next meeting?

Ron – All reports on the Victualer's renewals will be in binder for next week.

Donna – Are the police required to file a report.

Ron – No. The police are not required under the ordinance adopted to do inspection.

Mark – Any further discussion on this matter of Sunset House Bed & Breakfast victualer's renewal?

Mark – Seeing none.

Mark – Motion for public hearing to be set for Sunset House Bed & Breakfast and Slow Belle Café.

Chris – Second.

Ron – Before we move on. I want to make clear that the Slow Belle Café has three license applications. They are Victualer's, Liquor License and Special Amusement permits.

Mark – I will make a request for a motion to set date for a public hearing on the Slow Belle Café at our next meeting Wednesday July 18, 2007.

Leon – Motion to set a hearing date to take up license renewals for the Slow Belle Cafe at our meeting of July 18th.

Chris - Second.

Donna – Leon did you mean to add liquor and special amusement permits as well?

Leon – Yes.

Mark – Asked for public or boards comments on this subject.

Mark – Seeing none, all in favor.

Vote – Unanimous.

Mark acknowledged Beth Howe.

Beth Howe – She submitted Cumberland County Hazard Mitigation Plan. This will allow us to receive FEMA assistance when needed.

Mark – Let's handle this under new business.

Donna – I agree, let's put this under new business.

Mark – If Board has no objections, we will move on with other business.

Mark – Next item on the agenda is a report from the Town Administrator Ron Grenier.

Ron – In reference to Chebeague Hall & Community Center and the stipulation of having a law enforcement officer on site when alcohol is involved during an event. The question is, does the current license have this stipulation. The 2003/2004 public hearing on Bottle Club renewal may have stipulated this and Nadeen Daniels is doing research. The request was handled by Chief Charron due to the fact that the Board for the Community Center had trouble securing an officer for these events.

Doug Clark – Deb Bowman asked me to look into this for her. July 24, 2006 – 2007 permit does not contain this stipulation.

Donna – Peggie Jones came to Bill Shane with request from Chief Charron. Who is charge if something goes wrong. Couldn't find minutes were stipulation was done. We need to set date for public meeting for next week and discuss it at that time. If no stipulation, we could make an amendment.

Ron – You need as a Board a letter stating a request to move ahead on this. You do not want to move on one person's request.

Donna- If we do not get all information in even though we have this on our agenda we do not have to act on it.

Linda Ewing – Does the hall have a permit in place now? When is the expiration date?

Ron – Yes, the permit expires in late August, 2007.

Herb – Do we need a permit in place to handle this?

Donna – We do not have to have a permit in place.

Kenneth Hamilton - No precedence for this depends on who the board is at the time. It's expensive when you are holding a pot luck dinner or fund raiser.

Leon – Can we as Selectmen temporarily put in place all licenses and permits? Everything that was in place on a temporary basis so people won't feel pressured. Can we extend expiration dates?

Ron – I will check with Peter Lowe.

Donna – Is there a time limit on a public notice? Can we do something to speed up this process? Who is responsible the person renting the hall ? Someone has to be.

Ron – There is the process? Under law you need to get permit or license application in for renewal. We need to call Cheryl Buxbaum for information and we can set hearing date.

Mark – Motion to set date for public hearing for the Chebeague Island Hall & Community Center.

Leon – Motion to set date for public hearing for the Chebeague Island Hall & Community Center for July 18th.

Herb - Second

Donna – We need to Modify Bottle Club requirements and when considering granting of Bottle Club permits. Also, Special Amusement permits.

Mark – Any further discussion from the public or Board?

Vote – unanimous

Ron - Ann Thaxter, request for information in regard to a fund raising wine and cheese tasting event the Island Commons is holding August 19th. Ann has a letter from Nadeen Daniels stating that the Selectmen can sign an agreement in connection with a letter from the State Liquor Licensing Division or the Island Commons can hire a licensed caterer. Ron advised Board contents of this letter.

Lynn Priest – How were prior wine and cheese events held?

Donna – Most were held at the Chebeague Inn which is a licensed establishment.

Leon – Where is this event being held?

Donna – At Khatmandhu.

Herb – What about liability to the homeowner and the organization? Do we need to act on anything at this point?

Donna – They came to us and if we do not act and we assume they are using a caterer.

The Board of Selectmen decided not to act on this. No further action necessary. Due to information provided, no action deemed appropriate by the Board.

Donna – We should have some solution to be in the minutes.

Leon - The Board of Selectmen decided that no action will be taken or necessary on this item.

Donna – Just add that we did not have sufficient information to act. No one from Island Commons in audience to ask.

Ron – No further action is required.

NEW BUSINESS:

Ron Grenier presented an invoice to the Board in the amount of \$3,286.02 for work done prior to my appointment, July 1st, 2007.

Herb – Motion to approve invoice amount.

Leon – 2nd

Vote – Unanimous.

Ron – Establishment of mil rate. We need to set a hearing date for a presentation from Bill Healey and Bill Shane. This is also goes along with issuance of tax bills and needs some lead time. Meet with Assessor and Bill Shane to discuss presentation. This is important to the entire community and needs a public hearing. This should be done at our next meeting or set a date.

Donna – Bill Healey is ready to do presentation?

Ron – Yes.

Donna – Motion to set date for hearing on mil rate for Town for Wednesday, July 25, 2007.

Chris – 2nd

Mark – Can we do this on the 18th? What is the pleasure of the Board? I think this is going to need extra time.

Ron – I feel this needs it's own special meeting. The public will have a lot of questions.

Leon – This is very important and needs extra time.

Mark – This will be the only item on the agenda for the 25th.

Donna – This meeting may have to be held at the Recreation Center or Parish House. Due to play practice.

Donna – Motion to set hearing date for mil rate presentation from Bill Healey for July 25th, 2007 at 7PM.

Chris – 2nd

Vote – Unanimous.

Mark – The next item to be discussed is the Annex to the Cumberland County Mitigation Plan. This was handled under the Town of Cumberland. Now we must have our on plan so that we may receive funds from FEMA if we have another event similar to April 2007. This will require a public meeting. The State wants us to move on this plan.

Ron – There are some things that will take time to fix due to erosion. This is long range work.

Beth Howe – We need to approve the Annex to the Cumberland County Mitigation Plan. This must be done to receive assistance from FEMA. We have to hold a public hearing.

Ron – Would like to commend Beth for all her hard work. Dealing with the erosion and other issues we could not have done. If we do not file we will not be eligible for FEMA funds.

Herb – If this is an Annex, where is the original document?

Ron – I will research this.

Mark – This does require a public hearing?

Ron – Yes! Public needs to be aware of this.

Donna – Motion to set a date at meeting of July 18th for public hearing on the Annex.

Leon – 2nd

Leon – Are there any cost to the town?

Ron – No, it's only a plan.

Herb – What is the percent of completion of the document? Do you believe that Beth has the knowledge of this document?

Ron – Yes.

Jeff Putnam – How can the public read this document?

Ron – It will be posted and put on the web site. Also, we will have copies available at the Town Office.

Donna – It's important to read this document. The Board and public should take the time.

Donna – Would like to have library of all ordinances in office to do with this.

Mark – Any further discussion? Hearing none.

Vote – Unanimous.

Donna – Any action to be taken on the Orchard Bed & Breakfast?

Ron – No action will be taken at this point.

Donna – Public comments to her.

- Leroy Hill Road is too narrow.
- Concealed Weapons Permit renewals.
- Office Hours.

Beverly Johnson – Would like to see Saturday office hours.

Herb – Motion to adjourn business part of the meeting.

Leon – 2nd.

WORKSHOP:

Herb – In reference to the Board of Selectman guidelines and procedures to be followed. We need an agreement like this to work with.

- After the annual town meeting the Chair and Vice-Chair are elected on a yearly basis.
- Public needs to know what's going on and understand business to be taken care of and state statutes being referred to.
- Agenda - new business is at the discretion of the Chair.

Donna – We need a public comment section on the agenda. I feel strongly about this. It should not be under anyone's discretion.

Mark – It's the consensus of the Board and members of the community that things will be heard.

Bill Belvin – As tax payers, but not voting tax payers how do we approach the Board?

Mark – We will look at a designated space for public comments. Anyone should be able to approach Board members. We are here to listen and help in any way.

Ken Hamilton – How can the public bring up an idea? I feel that public discussion should be at the beginning of the meeting.

Mark – With no objections let's move away from this subject and go on with committee work.

Ron – Gave matrix of list to Selectmen:

- Planning Board
- Board of Adjustment and Appeals.
- Coastal Water Commission
- Shellfish Conservation Committee

Leon – We need to set terms of service for individuals that want to serve.

Consensus of Board is to talk to Peter Lowe.

Leon – Coastal Waters & Shellfish should have the same term as Selectmen.

Donna – There is a process to be followed.

- Do we need a deadline?
- Do we need more information?
- Are we going to interview?

Mark – Asking opinion of the Board.

- Do we need to interview?
- Do we need a mailing?
- Need to keep it as simple as possible.

Herb – Mailing:

- Ask questions of the group.
- Ask qualifications to serve.

Do we do this all at once and have it done?

Donna – Make it as democratic as possible. Make criteria clear.

Bill Belvin – Appointments of Boards and power to remove process for resignations. If someone leaves we have non-voters to fill in. The challenge before Board is to strike a balance between “keep it simple” as the island has. Everything you do is seen. Have criteria and keep it clear and simple.

Ken Hamilton – If we come in for interviews, let applicants know.

Donna – We should use executive meeting. This will be a personnel issue.

Jeff Putnam – The Board must try to pick the most qualified people.

Beth Wiles – Please keep in mind that the Board needs to act. The people are signed up to help.

Mark – This is a daunting task. We do not want to leave anyone out. Keep it simple and criteria in place. This is all in an ordinance. People work on committee’s and boards that serve the island.

The Planning Board, Board of Adjustment and Appeals will have a tough job ahead of them. They will have to follow all ordinances.

Jan Moynihan-Cooney – In her home town they send in letters listing all qualifications and a letter of interest.

Donna – They need to list interest and which board(s) they want to serve on.

Suhail Bisharat – Can the board member’s approach experienced people to serve. Is this legal?

Mark – Yes! We can solicit people.

Herb – We do not want to cause hard feelings. Do we make all boards a one year term?

Ron – Ordinance will tell us what we can do. Do not make this a long process. Board has been empowered to act.

Donna – Wants different people on each board. We need different backgrounds and personalities. We need balance.

Mark – Shall we put out a public advertisement for letter’s of interest. It will give duties and deadlines. We will use executive secession to review.

I envision setting staggered terms.

Amos Doughty – We elected Board member's and expect them to use discretion and common sense in picking members to serve on any committee.

Susie Stavropoulos – Can we allow non-voting members on committee's? They can attend meetings?

Beverly Johnson – Non-voting members can serve on some of these committees.

Leon – Idea of a public meeting to explain each board. Have sign up sheet at meeting. Then board would decide who will serve.

Jeff Putnam – I feel a letter of interest is a good idea.

Donna – Maybe we should do both, but have meeting to explain. People need to know everything about committee requirements.

Mark – Put out all information to public. Talk to people that have served on other boards. Use a letter of interest.

Herb – Send mailing. Advise dates and information. They can stop at Town Office to pick up information. Then hold executive meeting.

Leon – If not enough people sign up, let's solicit.

Beverly Johnson – I think you should solicit. The meeting may not pull in the right people. Remember there are conflicts with time and schedules.

Herb – Use deadline. Have executive meeting 25th? Why do you want to serve. If not chosen would you serve on another board?

John Wilson – People have showed interest to serve. Go solicit people. Keep it simple.

Mark – motion to adjourn 9:55PM

Leon – 2nd

Vote – Unanimous.

