Selectmen's Discussions & Decisions
January 6, 2014

Selectmen present: Tom Hohn, John Norton, and Marie Harmon

1. Motion made by John Norton to approve meeting minutes from 12/19/2013.
   2nd by Marie Harmon
   Vote: 3-0 motion passes

2. Discussed issues concerning use or non-use of Town email services, particularly concerning forwarding Town emails to personal email addresses.

    a. In response to recent communications and correspondences with the Fire Chief concerning use of personal vs. town email addresses, the Board of Selectmen have agreed that it is in the best interests of the Town that all Town employees use the email addresses provided for them from the Town. Furthermore, that forwarding Town emails to personal email addresses is not appropriate for conducting Town business.

    b. This assures that no emails are lost and that all emails are available as per FOAA Standards.

    c. This policy is inline with both the Maine Freedom of Access Act as well as advice given by Town Counsel, Matthew Tarasevich on 12/19/13.

3. Discussed a Winter Roads Policy

    a. Due to the learning curve this winter using a new plowing contractor without records of previous winter road maintenance, the Board agreed that it would be most helpful to future contractors and Boards to have an operational Winter Roads Policy in place.

    Action: John Norton to investigate development of a Winter Roads Policy

4. Discussed plowing contract with Coastal.

    a. Discussed ways in which to improve communications. The Board of Selectmen feel that they have not been getting enough information upfront and having plans and expectations made available for everyone pre-storm would cut-down on the communication during the event. It was also remarked that improved communications have already helped to streamline operations and improved relationship with contractor.

    b. Discussed the possibility of developing designated plow routes. John Norton mapped several possible routes and tested them on the roads. These routes will be presented to Coastal.

    c. As per the contract it was agreed that, in the future, the Selectmen will decide on when and how to employ Coastal's services so as to better control the budget. The contract provides the Selectmen a great deal of control over the hours and services provided.

    d. Discussed changes to billing. Coastal has agreed to eliminate charges from bills for on-island meetings, off-island parking, and to reduce charges for downtime during truck maintenance.

    e. Because of ice events and heavy snowfall in late November and December, the Town has reached 60% of the snow plowing budget for FY 2014. This is inline with other island and coastal communities.

5. Discussed rent for Marine Building.

    a. Selectmen consulted with the Buildings and Wharves Supervisor to approve previous maintenance done to the building for rent in kind.

    Action: Selectmen to invite Buildings and Wharves Supervisor and renter to Selectmen's Meeting to finalize old accounts and approve new rental agreement.

6. Discussed bucket loader that has been recovered from storage and is currently at Town Garage to be repaired in order to be operational for use by Town.

7. Discussed following up with Town Counsel Matthew Tarasevich in regards to contacting Jonathan Goldberg, the attorney of the former Road Commissioner and Solid Waste Director, to recover Town records.

    Action: Selectmen will request that Town Counsel recover records. Also, Selectmen will deliver laptop computer to Town Counsel.

8. Discussed meeting with the Board of Selectmen from the Town of Chebeague Island.

    a. The Boards of Selectmen for the Town of Long Island and Chebeague Island realize that, by working together, there might be ways in which the two towns may decrease costs and increase efficiency in providing essential services.

    Action: Board of Selectmen will contact Chebeague Town Administrator, Eric Dyer, to set up a meeting.

9. Discussed emails from Town residents.

    a. Resident was concerned about the state of the roads and the winter plowing operations. Selectmen have responded that, as per the contract, the plowing will be done to passable and reasonably safe standard and in timely manner.

    b. A member of the Recreation Department voiced concerns about open seats on the Recreation Committee and cancelled monthly meetings.

10. Discussed timeline for hiring a Town Administrator.

    a. The Island Fellow, Erin Crowley, has been working to design and implement a position for a Town Administrator. Her Fellowship comes to an end this summer and so she will be working with the Selectmen to fill this position as of July 1, 2014 and transition out of her roles as Interim Town Administrator and Island Fellow.

11. Discussed Recreation Department issues.

    a. The Selectmen have also asked to meet with the Recreation Director to discuss plans for summer programs.

    b. Discussed the potential inclusion of the 4-H Club within the Recreation Department.

    Action: The Selectmen will review the Recreation Department by-laws and meet with the Recreation Director to discuss these issues.

Erin Crowley – Deputy Minute Recorder