MINUTES OF MEETING

September 4, 2014

Board of Selectmen

Town of Long Island, Maine

Present: Tom Hohn, Chair, John Condon, Selectman, Marie Harmon, Selectman,

Tom Hohn convened the meeting at 5:00 PM. A quorum was present.

Selectmen reviewed the weekly Town Warrants.

The Selectmen reviewed the recent Freedom of Access Act (FOAA) requests from Coleman Clarke. It was noted that Brian Dudley was up to date with the Town's responses on the first request regarding legal fees.

The new request, attached to these minutes, is far more detailed. Also attached are the two responses that the Town has sent to Mr. Clarke regarding this newest request.

The following committee openings need to be filled:

1) Zoning Bard of Appeals: 1 regular member and 2 Alternates for three year terms;
2) Planning Board: 1 regular member;
3) Recreation Committee: 3 regular members with 1 year terms;
4) Finance Committee: 1 opening with an indefinite term;
5) Year Round Housing Application & Selection Committee: 3 regular members with staggered terms.

There was discussion on the bow hunting season.

- **It was Moved (Harmon), Seconded (Condon) and Voted to Accept the 2014 Bow Hunting Season Dates for Expanded Archery (September 12, 2014 through December 31, 2014) and regular Archery (October 2, 2014 through October 30, 2014 from a ½ hour before sunrise to ½ hour after sunset with additional night hours to be determined by the State of Maine with NO HUNTING on Sundays, Halloween, Thanksgiving or Christmas Days. (Motion passed 3-0).**

The Board spoke with Ed McAlaney and Bill Krone concerning winter plowing.

Jim Wilber updated the Board on porta-potties in parking lot. We will be switching from 2 units to 1 handicap accessible unit. Discussed upcoming Transfer Station Hazardous Waste removal.

John Norton came in for an update on Community Center project. It was discussed that the cost savings measure of a controlled burn on site of the roof will not occur, as a cost savings measure in lieu of the controlled burn the purchase and installation of the kitchen equipment will be put on hold. We are presently awaiting final costing numbers and start date.

Met with Fire and Rescue Chief Papkee and Deputy Chief Tierney to discuss email set-up and communications. Decided on having a separate email account for Deputy Chief Communications.

Discussed need for new EMT's we currently have 5 active from a high point a few years back of 10 and also discussed funding for an EMT class.

Discussed options for paying & insuring mechanic work on island for Fire & Rescue and other town owned equipment. Current system has some work performed by island resident yet compensation does not seem to be adequate. Chief Papkee will work on a job description and forward to selectmen for review/ approval / funding. Selectmen will consult our insurance company regarding coverage.

The Town will consult with its insurance carrier regarding coverage.

The meeting adjourned at 7:30 PM. The next meeting of the Board of Selectmen is scheduled for Thursday, September 11, 2014.

Attachments to Minutes Following Page

ATTACHMENTS

(FOAA Letter Received from Coleman Clarke)

Coleman R. Clarke
466 Fern Avenue
Long Island, Maine
04050
207-766-4432 207-650-0433

August 27, 2014

Town of Long Island
Mr. Brian Dudley
Town Administrator
P.O. Box 263
Long Island, Maine
04050

Dear Brian,

Under the Freedom of Information Access Act. I am requesting copies of all invoices, statements and accounting records pertaining to the **R**equest **F**or **P**roposal process and all attorneys' and/or other "professional" fees paid or owed by the Town of Long Island in connection with Snow and Ice Removal, Public Works and Transfer Station Operations and Trash Pick Up for the Town of Long Island from July, 2011 *to the present day that the information is produced*. This includes all consulting and publishing fees for the same.

In addition I am requesting copies of expenses or exchange of services costs paid out or owed by the town for the following:

Costs and company name associated with any "professional consulting fees" that the town has expended regarding the public (works) services. From July 1, 2011 to *present day that the information is produced.*

ATTACHMENTS CONTINUED

Public Works and Road Maintenance: from July 1, 2013 to June 30, 2014 and from July 1, 2014 *to present day the information is produced.*
Costs associated with each project and who the contractor/sub-contractor was for the service and how much the town has paid out or owes.

Labor and equipment rates of Sea Breeze and all other contractors associated with the road maintenance work.

Transfer Station Operation: from July 1, 2013 to June 31, 2014
All costs associated with operating the transfer station including wages expended, amount of compensation per hour of each employee working at the transfer station.

Total amount of revenue collected from punch tickets and or fees collected from the public or businesses. Total amount of revenue from Cardboard and Scrap metal.
The total revenue collected from July 1, 2013 to June 30, 2014

Does the town have a policy that prohibits employees from soliciting items that would normally generate revenue for the town that would offset disposal? In other words, can an employee redirect scrap metal or other items from the transfer station to his/her private business?

Does the town have a background check policy for its Selectmen, Employees and Volunteers?

Trash Pick-Up: from July 1, 2013 to June 30, 2014 total of wages paid by the town. (Wages and other compensation/reimbursement paid by the town for the position of Driver and Collector broken down into cost per position)
Cost of fuel for the trash truck (average per gallon price) Costs associated with maintenance.
Number of hours it takes per week for Trash Collection.

Does the town have a drug and alcohol policy regarding operation of town owned equipment while under the influence of same?

Snow and Ice Removal: from July 1, 2013 to June 2014 total costs expended by the town for the contract. Cost per hour of each piece of equipment used for the contract.

All costs associated with repairing the town owned Ford TCI loader its fuel and fees collected for its use by the contractor to load trucks.

ATTACHMENTS CONTINUED

Costs associated with plowing and sanding of private roads and properties by Coastal employees and its equipment. (Parsons Road, Johnson's Boatyard, Nancy Clark Property, Atlantic Lane and Black forest lane, Michael Hanson property, The Boathouse property, Evergreen Methodist Church,)

Does the town have a policy prohibiting the contractor from plowing private property at the town's expense?

Cost associated and paid for with plowing and sanding equipment per piece.

Cost associated with back up equipment on the island in case of break downs or disabled equipment.

Amount of costs that the town was billed for service and it did not pay to Coastal Snow Removal. And the reasons why they were not paid.

Copies of all letters of complaint filed electronically including text messages and in writing by the public regarding snow removal for the winter of 2013-2014.

Coleman R. Clarke

(August 29, 2014 response from Brian Dudley to Clarke FOAA Request):

Thanks Dick for the gas/diesel deliveries.

I placed in the mail to you today, the latest legal fee billing detail as per your last FOAA request. I suspect that we will have one more billing from them and I will forward a copy of that to you when it comes in.

I just quickly reviewed your newest FOAA request. I will do my best to begin compiling the information. I'll try to give you a better estimated time frame for delivery after I have gone over the request in more detail with our Town Clerk, Town Treasurer and the Board of Selectmen.

Brian

ATTACHMENTS CONTINUED

(September 5, 2014 response from Board of Selectmen to Clarke FOAA request):

Mr. Clarke:

The town is in receipt of your FOA request, dated August 27, and received by the Selectmen on September 4th.

A number of the requests either ask questions and/or require the town to analyze, rather than compile, records. The FOA law only requires production of existing records, and does not require the town to answer questions or analyze records. As such, the town is not required to and will not respond to any request that is not compliant with the requirements of FOA.

Your email to Brian acknowledges that your request could take some time and effort to gather. Under the FOA law, we estimate that it will take approximately 20 man-hours to search, retrieve, compile, convert and gather the requested records.

Under FOA, the first hour of such time is not chargeable to you. At the statutory rate, the town therefore estimates it will cost $285 to gather the requested records, and approximately $35 to copy them. These estimates may increase based on the amount of staff time and copying required, and if they do, we will advise you.

Accordingly, please provide the town with payment of $320 prior to us beginning work on your request.

Sincerely,

Thomas Hohn
Chairman Board of Selectmen