



**MEETING MINUTES FOR THE
SELECTMEN /EXECUTIVE COMMITTEE
MEETING 09/13/2013
TOWN OF FRYE ISLAND**

| START | END | NEXT MEETING | NEXT TIME | NEXT MEETING LOCATION |
|---|--|-------------------------------------|--------------------------------|------------------------------|
| 7:02 PM | 9:36 PM | TBD | 8:00 AM | Frye Island Community Center |
| ATTENDANCE | | | | |
| EXECUTIVE COMMITTEE: (Roll call) | | | | |
| The following members were present: | | Town Manager: Wayne Fournier | | |
| Mark Thomas – Selectman | | | | |
| Brian Walker – Selectman | | Others in attendance: | | |
| John Nun – Selectman | | Rod Beaulieu | Tally Sutherland | |
| Dave Bond | | Frank & Rebecca Limauro | Robert Burbank | |
| Bob Sutherland (Absent) | | Roger & Carol Stenz | | |
| Gary Donohue | | Jim O’Connor | | |
| Tim McCarthy | | | | |
| PETITIONS FROM THE PUBLIC | | | | |
| <p>Mr. O’Connor mentioned that he had called the State Inland Fisheries and Wildlife to report that in his opinion, the deer herd on the Island had grown and had become excessive. He mentioned that there was an Island ordinance prohibiting the use of firearms on the Island but he asked about a hunt using bow & arrow. Wayne mentioned that the regional Biologist for the IF&W had contacted him and wanted to come out to survey the deer population. The ordinance prohibits all fire arms including bow & arrow but does allow the Town Clerk to issue hunting permits to cull the deer herd with approval from the Board of Selectmen.</p> | | | | |
| OLD BUSINESS | | | | |
| Business Item | | | Responsibility | |
| Conceptual Plan for Willis Property – Transportation Committee | | | Wayne/Transportation Committee | |
| Prior to 09/18/2010, see September 18, 2010 meeting minutes | | | | |
| 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. | | | |
| 10/15/2011 | A warrant article to appropriate up to \$30,000 from the Long Term Transportation Reserve to fund the final design was approved at the 10/08/2011 Town Meeting . Mr. Bond acting on behalf of the Executive Committee and the Transportation Committee agreed to contact Land Services Inc. to initiate the project. | | | |
| 12/03/2011 | No Change | | | |
| 02/04/2012 | A copy of the design plan submitted by Land Services Inc. had been circulated to the ExCom. The plan was modified slightly to provide parking perpendicular to the Ring Road instead of parallel to the road. The ExCom members saw no issues with this change. It is the intention of Land Services Inc. to present a preliminary design to the Raymond Planning Board for its March or April meeting. Wayne will notify LSI that the modification to the parking was acceptable. | | | |
| 04/28/2012 | Pat Cayer from LSI has the plan ready for submittal to the DEP. He wanted to schedule a meeting with the ExCom and the Transportation Committee to review the final plan but it was almost impossible to schedule a date that would fit everyone’s schedule. Dave Bond asked Wayne to see if Pat could send a PDF of the plan for review. Wayne said he would contact Pat | | | |

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| | and get it done. |
| 05/19/2012 | The final design plans have been received from LSI and forwarded to the transportation Committee for review. The only noted change was a minor relocation of the end of the ferry access road to better accommodate traffic flows. Wayne said he would send copies to the ExCom members for their review. |
| 06/16/2012 | The Transportation Committee met with Pat Cayer and Mark Gray to review the plans for a final time before submitting to the DEP and the Town of Raymond Planning Board. It was decided to pave a portion of the Ring Road because of the slope and the concern for erosion. It was surprising to learn that paving actually was beneficial to the phosphate calculations, relative to non-paved areas. It was determined that signage had to be addressed before submitting the plans to Raymond. Wayne has signed the Planning Board application and delivered the check in the amount of \$1623 to Pat Cayer for inclusion with the Planning Board. In addition, Wayne has received the DEP application from Mark Gray for the Storm Water Permit. Mr. Nun made a motion authorizing Wayne to sign the permit application. The motion was seconded by Mr. Thomas and passed with 7 votes in favor and 0 opposed. There is a \$250 application fee that must accompany the submittal. |
| 07/14//012 | The Raymond Planning Board met to review the site plan application that Frye Island submitted. In addition to the Planning Board, and the engineers representing Frye Island, there were a number of residents from the lower Cape Road in attendance. A few spoke in opposition to the park & ride for various reasons including safety at the crossing area, additional traffic on Quarry Cove Road, security, lighting etc. The Planning Board suggested a site walk which was scheduled for Monday July 16 th . In addition, it was suggested that a traffic engineer be employed to help quantify the traffic in the area and review site lines etc. We are waiting a cost estimate from a traffic engineer recommended by Mark Gray. |
| 08/18/2012 | We have an estimate of \$2500 for the traffic study. Wayne gave the engineer the OK to perform the study. We don't expect to be ready for the Raymond Planning Board again until September. |
| 09/22/2012 | We had a meeting with the design engineers was held on 09/14/2012. Pat Cayer, Project Engineer, Mark Gray, Civil Engineer, and Bill Eaton, Traffic Engineer, were present. In addition, John Crosby, John Nun and John Schutz were there. There is still some work left to do on the traffic study report. The 2 biggest complaints to the park & Ride proposal, as presented to the Raymond Planning Board and the local residents, were the additional traffic on the Quarry Cove Road which would require additional maintenance, and the potential safety issue created by the need to cross the Cape Road to get from the P&R and the access road. I have also heard concerns from some residents about the need for Islanders to drive past the access road to the Quarry Cove Road to get to the P&R and then to the ferry. Pat presented an option to re-route the Cape Road to the Ring Road which eliminates all of these concerns. All of the engineers present felt this was a better long term solution. The traffic engineer is going to finalize his report and Pat is going to develop a cost estimate to engineer the additional option and what a ball park cost would be to construct the 2 options. The members of the ExCom indicated that they didn't want to consider the 2 nd option and they didn't want the engineers to spend any time on it. Wayne will inform the engineers. |
| 10/20/2012 | Wayne reported that we are still waiting for the traffic study from the engineer. At this time we are not sure if we will make the November Planning Board meeting. . |
| 12/01/2012 | Wayne reported that the engineer wasn't ready for the December meeting so the plan is to be on the January agenda. Mr. Bond has agreed to represent the Town at the meeting. |
| 01/26/2013 | The meeting with the Raymond planning Board has been rescheduled for February 13 th . We are accruing additional expenses for this project. They include the escrow account required by the Raymond Planning Board (\$3629), Traffic Study (\$990) and additional engineering costs. A motion was made by Mr. Bond to appropriate \$10,000 from the Long Term Transportation Reserve. Mr. Walker seconded the motion. Mr. Potts told the ExCom that there were 2 projects concerning the park & ride facility that were open. The one containing \$1528.16 would be closed and the remaining funds returned to the LTTR. The other (Park & Ride Engineering) |

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| | would remain active and the additional funds, if appropriated, would be applied to that account. There was no further discussion and the motion was approved with 6 votes in favor and 0 opposed. |
| 03/23/2013 | The last meeting of the Raymond Planning Board was scheduled for March 13 th however; we received a notice from the Town of Raymond that we had to add an additional \$10,000 to the escrow account to cover the costs of their contracted planner and their attorney. Their Site Plan Review ordinance specifically says that the property owner would be responsible for all expenses arising from an engineering peer review but says nothing about legal fees which in this case total approximately \$5,200.00. Wayne spoke to Raymond officials about this charge but they insisted that we have to pay it before we can continue the site plan review. The Executive Committee decided to forego the March meeting of the planning board and review the process at this meeting. Wayne provided a breakdown of the costs to date. The executive Committee requested more detail of these costs which Wayne will provide. It was decided that the project to build the "Ring Road" should be placed on hold until a public information hearing could be held on the Island to explain the process, answer questions, and to correct some of the misconceptions. However, Wayne is to explain to Raymond officials that we are not abandoning the project but need some time to meet with Frye Island residents as long as the delays do not adversely jeopardize the process. |
| 05/11/2013 | It was determined that a postponement would not adversely affect the process. Wayne has distributed a breakdown of the current project costs to the ExCom. Wayne was asked to get as much of the information as he could on the website. It was decided to hold the public hearing on Saturday May 25 th at 9:00AM in the Community Center. Dave Bond and Wayne will moderate the meeting. |
| 06/01/2013 | The Public Hearing was held on Saturday May 25 th . 84 people signed the attendance sheet. Wayne opened the hearing and gave a little history of the purchase of the property on the mainland and the establishment of the Transportation Committee (TC). Wayne mentioned that the TC determined very early that there were 2 issues that needed to be addressed concerning the traffic on the mainland. The first was the parking and the second being the safety hazard created when the queue waiting for the ferry extends onto the Cape Road. Wayne also described a number of options the TC addressed in order to determine a way to increase the number of vehicles that could be transported to the Island in order to keep them off the Cape Road. The TC ultimately determined that the best option available was to develop the "Ring Road" to eliminate the parking issue on the access road and the Cape Road and to provide an area for queuing when necessary. Dave Bond then presented the all-inclusive conceptual plan and then the Ring Road concept that was being considered by the Raymond Planning Board. The project is still on hold so the ExCom will have to determine whether to continue with the approval process. A motion was made by Mr. Bond to appropriate \$12,000 from the Long Term Transportation Reserve to continue the review process. The motion was seconded by Mr. Nun and approved with 7 votes in favor and 0 opposed. Wayne will notify Raymond to continue the review process. |
| 06/22/2013 | Wayne reported that the Town of Raymond has been notified to place Frye Island on the July Planning Board agenda and Wayne asked if they needed any more information for the meeting. Wayne has also asked Calvin to prepare a check to satisfy the escrow. |
| 07/27/2013 | The Raymond Planning Board met on July 10 th to discuss our application. The Storm Water permit from the DEP is still outstanding awaiting a report on the flowering begonia from the consultant. That study couldn't be finalized until the middle / end of July. There are also questions about the safety issue at the point where pedestrians and vehicles have to cross the Cape Road. We will probably not make the August meeting but should be able to make the September meeting. |
| 08/24/2013 | No Change |
| 09/13/2013 | We were not able to get the information from the DEP or the traffic engineer in time for the September meeting but we should make the October meeting. Wayne mentioned that he had met with the DEP and the consultant that did the vernal pool / Nodding Pogonia study. It |

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| | appeared that the DEP now had the information needed to issue the storm water permit. In addition, the traffic engineer had completed further studies and was issuing his report that supposedly will support the Ring Road plan as providing a safer option than having vehicles on the Cape Road. Mr. McCarthy stated that he felt we should continue with the permitting process but wasn't convinced that we need to construct the Ring Road in the immediate future. He asked Wayne to find out what the time restrictions were if we got site plan approval from the Raymond Planning Board. |
| Installation of New Water Distribution Line | |
| 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. |
| 10/15/2011 | Wayne explained that the installation had been concluded for the season at the intersection on Leisure Lane and Birch Road. The street and curb connections will be completed after the water system is shut down for the season. We estimate 2 more years to complete the installation of the main distribution pipe. Birch Road, which should be relatively easy because of the limited number of house connections, and Leisure Lane from Birch Road to Birch Road remain to be done. The side streets and circles will be completed on an as necessary basis. |
| 12/03/2011 | All of the connections to the new water line were completed after the Island closed. |
| 02/04/2012 | A motion was made by Mr. Nun to appropriate \$13,291.40 from the Water Reserve to cover the cost of the over-run in 2011 and to transfer \$40,000 from the Water Reserve to the Capital Operating account for the continuation of the water line installation. The motion was seconded by Mr. Thomas. The motion passed with 7 votes in favor and 0 votes opposed. |
| 04/28/2012 | No Change |
| 05/19/2012 | The Public Works Crew has been installing the new pipe on Leisure Lane as time has permitted. The installation crew has returned to the Island so the progress should increase. John reported that he should have enough pipe to finish Leisure Lane and Birch Road. |
| 06/16/2012 | The installation crew is now in the vicinity of 290 Leisure Lane. |
| 07/14/2012 | The crew is about at the Long Beach Marina on Leisure Lane. The plan is to complete the installation along Leisure Lane and Birch Road to the intersection of Birch and Highpoint Drive this season. John Crosby indicated that we should have enough pipe for this phase. |
| 08/18/2012 | It is expected that the installation crew will complete the section from the intersection of Leisure Lane and Birch Road up to High Point Drive in the next week or so. The connections at that point will wait until the system is shutdown in the fall. |
| 09/22/2012 | The installation crew has finished the installation of the new pipe to the intersection of Highpoint and Birch and is now working on the installation down Birch Road. |
| 10/20/2012 | The installation has been completed for this year. We still have to finalize the repairs to the road and make all of the connections after we shut down the water system. |
| 12/01/2012 | The work on the water line is finished for the year. All of the connections are complete. |
| 01/26/2013 | No Change |
| 03/23/2013 | No Change |
| 05/11/2012 | No Change |
| 06/01/2013 | Wayne reported that the Public Works crew is installing new 2" distribution in the Paddock Circle area. |
| 06/22/2013 | No Change |
| 07/27/2013 | Wayne mentioned that most of the new pipe has been installed in the Paddock Circle, Paddock Lane area and because of the frequent breaks in that area we will be placing that in service as soon as we can. The hope was to get that area finished along with the Lancaster Loop area this season but at this point we don't know how reasonable that is. |
| 08/24/2013 | The new distribution piping in the Paddock Circle area has been places in service. There is presently \$75,313 available in the water reserve. We still have most of the property |

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| | connections to finish in this area and the roads to repair. In addition, the next area we will be working will be the Twin View Circle. I am requesting the Executive Committee appropriate \$40,000 from the Water Reserve to cover the costs to continue the installation of the new piping. A motion was made by Mr. McCarthy to appropriate \$40,000 from the Water Reserve to continue the installation of the new water distribution piping. The motion was seconded by Mr. Nun and approved with 6 votes in favor and 0 opposed. |
| 09/13/2013 | The Public Works crew will be finishing the installation of the new line in the Twin View Circle area and that will be the end of the installation for this year. We still need to make the cottage connections and make road repairs after the Island closes. |
| 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. |
| 10/15/2011 | No Change |
| 12/03/2011 | No Change |
| 02/04/2012 | No Change |
| 04/28/2012 | Wayne and John need to meet to identify the road names that are very similar and decide on new names. These, one approved by the ExCom, will be submitted to the State for inclusion on the 911 maps. Then the numbering can begin. |
| 06/16/2012 | No Change. Wayne is setting up a meeting with John Crosby, Chief Persson and Chief Beaulieu |
| 07/14/2012 | Wayne is trying to schedule a meeting with Chief Persson, Chief Beaulieu and John Crosby to review the information and the maps of the Island provided by the State. |
| 08/18/2012 | Wayne met with Chief Persson, Chief Beaulieu, & John Crosby. The Island maps provided by the State were reviewed it was determined that there were seven roads that might need a name change to eliminate potential confusion: <ol style="list-style-type: none"> 1. Leisure Lane (south of Sunset) change to Lake Shore Drive 2. Paddock Circle 3. Birch Road change to Blueberry Lane (to differentiate from Birch Circle) 4. Harbor Lane change to Poplar Road 5. Hillcrest Drive change to Foothill Lane to differentiate from Hillside and Hilltop 6. Hillside Drive to Mountain Road to differentiate from Hillcrest Drive and hilltop 7. Leap View Circle change to Cape View Circle to differentiate from Lake View Circle. |
| 09/22/2012 | No Change. Mr. Bond asked if the new street names had been finalized, he apparently is getting some disagreement on the names that were presented. Wayne stated that they were not and if there were other suggestions he would like to hear them. |
| 10/20/2012 | Wayne reported that he will assign new E-911 addresses to a map during the winter so that a public hearing can be held in the spring to discuss the numbering system and potential changes in street names. |
| 12/01/2012 | No Change |
| 01/26/2013 | No Change |
| 03/23/2013 | Wayne will hold a public information hearing when the Island opens to determine new street names for the ones that have been identified as needing changing to avoid confusion. |
| 05/11/2013 | We will combine the public hearing for this with the public hearing for the Ring Road presentation. |
| 06/01/2013 | Wayne opened the hearing by describing the need to develop a more conventional E-911 street numbering system. The first step in the process is to review all of the street / road names and change the ones that are so similar they could cause confusion. This has been done and we are accepting suggested name changes. Wayne is still receiving street / road names. The plan is to meet with Frye Island Fire and EMS / Police and Raymond to review the names |

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| | that have been submitted and provide the ExCom with the final suggestions. |
| 06/22/2013 | No Change |
| 07/27/2013 | <p>We met to discuss the street name changes required. It was determined that we could leave Leisure Lane as it is and accomplish the necessary identification by using numbered signs. The others are recommended as follows:</p> <ul style="list-style-type: none"> • Hilltop – leave as is • Hillside – Running Hill Road • Hillcrest – Blueberry Lane • Birch Road – Hemlock Road • Harbor Lane – Poplar Lane <p>A motion was made by Mr. Nun to accept the names changes as proposed. The motion was seconded by Mr. Thomas. Betsy Gleysteen mentioned that Lower South Beach Road should be changed as well. The Board agreed and suggested she discuss this with the other property owners on Lower South Beach Road and provide the suggestion to Wayne. Mr. Nun amended his motion to include the name provided by Ms. Gleysteen Mr. Thomas seconded the amended motion which passed with 7 votes in favor and 0 opposed.</p> |
| 08/24/2013 | Wayne received a suggestion from an owner on Hillcrest to change the name to Blueberry Hill instead of Blueberry Lane. And a suggestion to rename the Lower South Beach Road to Beach Cove or Beach Cove Path. The Executive Committee saw no problems with the proposed names. Wayne stated that he hoped to get the system set-up over the winter. |
| 09/13/2013 | No Change |
| Sebago Lake Projects | |
| | ExCom – Wayne – John |
| 12/03/2011 | <p>Last Year Betty Williams submitted a proposal to acquire federal funding, on behalf of the Lake Region communities, for a number of erosion control projects. The following projects were submitted for Frye Island:</p> <ol style="list-style-type: none"> 1. Leisure Road – beaches #3, 4 & 6 for a total cost of \$12000. The grant can pay 60% or \$7200 and the town/public works would be responsible for the 40% or \$4800 2. Sunset Road – Improvements include ditches, turnouts, check dams and a level lip spreader. Total cost \$1800. Grant pays \$1080. Town/public works pays \$720 3. Ferry Landing Area – add surface material, grade, and pave over 20,000 square feet. Total Cost \$35,000. Grant pays \$21000. Town pays \$14,000. <p>Last years request was denied. However, she resubmitted the same request this year and this year it got approved. I received the following email from Nate Whalen. He is the Island’s representative from the Portland Water District. Will the ExCom approve these projects?</p> <p>Hi Wayne and John, There is a federal grant for road work on Sebago Lake available to Frye Island. The goal of the grant is to reduce storm water run-off. The grant is administered by Betty Williams of Cumberland County Soil and Water Conservation District. The Island needs to do \$15,000 worth of work to get an additional \$30,000. You will get \$45,000 worth of work for \$15,000.</p> <p>A motion was made by Mr. Thomas to appropriate up to \$19,525 from the Island Improvement Reserve to pay the Town portion of the projects identified above. The motion was seconded by Mr. Nun and approved with 7 votes in favor and 0 opposed. However, there was opposition to the paving of the Ferry Landing area and the ExCom wanted all alternate options reviewed before paving and paving would require approval from the Town before proceeding. Wayne will sign and forward the approval letter to Nate Whalen at the Portland Water Dist.</p> |
| 02/04/2012 | No Change |
| 04/28/2012 | Program has changed so that only actual cash outlay required is \$3500. Additional matches include planning labor and construction costs. Wayne and John will meet with the representatives from the Portland Water District soon to discuss the details of the projects. |

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| 05/19/2012 | Wayne mentioned that a meeting has been scheduled for May 24 th with the Portland Water District and an engineer from Cumberland County to review the details of the projects. They still feel the fix for the downtown area is to pave it with the proper swales to direct the storm water to the catch basins that were installed a few years ago. However they are aware of our concerns and will review everything to make this the last resort design. If it got to this, they indicated a willingness to come before the ExCom with their proposal once they had it finalized. They would also be willing to attend a public hearing and the Town Meeting if the ExCom felt they should. |
| 06/16/2012 | John Crosby and John Thompson met with the engineer from Cumberland County to review all of the potential projects. The "Downtown" area was discussed at length. The engineer is going to design a run-off system using pre-cast concrete to catch and direct the storm water to the catch basins. A meeting has been scheduled for Tuesday, 6/19, with the engineer from CC |
| 07/14/2012 | Work has begun on Beach 3, John and Wayne met with the engineer and the representative from porous Technologies regarding the porous concrete storm water system for the downtown area. The engineer is preparing a draft plan using the concrete sections so a cost can be determined. |
| 08/18/2012 | Beach 3 has been finished except for the planting of vegetation along the northern property line. We have not received the plan from the Cumberland County engineer. |
| 09/22/2012 | No Change |
| 10/20/2012 | Wayne reported that the work on Beach 3 had been finished and some work around the ferry haul-out had been done. The invoice for the completed work has been sent to the Project Manager for Cumberland County. |
| 12/01/2012 | We have also completed the planned work around the ferry haul-out facility and the documents are being prepared to send to the CC Project Manager. |
| 01/26/2013 | No Change |
| 03/23/2013 | No Change |
| 05/11/2013 | No Change |
| 06/01/2013 | Representatives from both Cumberland County and the DEP visited the Island to review the progress made on the sites we have addressed. They were pleased with the results of the Beach 3 and the ferry haul-out projects. Wayne has forwarded all of the information, including invoices, to the Cumberland County representative. |
| 06/22/2013 | We have received a check for \$2557 which covers the material costs. Wayne will check on reimbursement for labor costs. |
| 07/27/2013 | Wayne has discussed this with the representative from Cumberland County and was informed that they don't normally include payment for labor costs but would consider some payment of actual labor costs as opposed to the standard costs that they provided. Wayne will work on getting this information to her. |
| 08/24/2013 | No Change |
| 09/13/2013 | No Change |
| Community Center Siding | |
| ExCom / John Crosby / Wayne | |
| 05/19/2012 | Wayne reported that the installation of the vinyl siding on the Community Center was not done very well and the best repair was to remove the siding and reinstall it. We had a proposal from Sibley Construction Co. to do this at an estimated cost of \$7,000. We agreed to attempt to get Lakes Region Management Co., the installer to cover the cost of this repair. |
| 06/16/2012 | Lakes Region Property Management was contacted. They inspected the building with the supplier and they have called in the manufacturer's representative. |
| 07/14/2012 | It appears that Hancock Lumber Co, the supplier of the siding, feels there is a problem with the siding. They have been told we expect it repaired or we will take legal action. The supplier is supposed to visit the Island to review the siding this week. It was noted that the siding appears to be melting in a couple of places. |
| 08/18/2012 | An inspector for the manufacturer has reviewed the building. She identified some issues with |

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| | the installation and indicated that the siding was a good quality and couldn't explain the "melting" problem. We have not seen her report yet. The Executive Committee agreed that to go another winter without an acceptable resolution could cause damage to the building. It was decided that the appropriate recourse for the Town was to go after the installer. Therefore we will inform the installer that if there is no action taken or plan of action prepared that will rectify the issue before winter we will have the Town attorney begin legal proceedings to resolve the issue. |
| 09/22/2012 | We have received the report from the inspector. Very basically it points the blame on the installer. All of the information has been sent to our attorney so he can prepare a letter to the installer. Wayne has received the name of a reputable siding company in Portland. The Town attorney has recommended we get another opinion of the installation in case we wind up going to court on the issue. |
| 10/20/2012 | Wayne reported that Steve Shugars from Steven Shugars & Co. has inspected the building and provided a proposal to re-install the siding. He is recommending that we purchase new siding for the front of the building and reuse as much of the removed material as possible to repair the rest of the building. He has recommended that the old clapboards be removed also. It is not mandatory but to get the best job, it is preferred. Wayne is waiting for his report to forward to the Town attorney. The Town attorney has already had a discussion with Lake Region's insurance co. |
| 12/01/2012 | We have received notification from the Town attorney that Lake Region's insurance company has denied the claim. The ExCom has asked Wayne to check on the limits for small claims court to see if this might be an approach. Wayne was also asked to see how we would proceed if we decided to sue the contractor through the regular court system, and to contact Mr. Clark to inform him of the Town's position to see if an acceptable resolution can be reached short of through the court system. It was also suggested that a notice be placed in the FINS informing the Town's people about the unacceptable project. Wayne said that he would check with the Town attorney to protect the Town from any possible law suit. |
| 01/26/2013 | The upper monetary limit for small claims court is \$6000. Recent information indicates that Mr. Clark has taken a job with the city of Portland and the status of Lakes Region Property Management Co. is in question. Wayne sent a letter to Mr. Clark in hopes of reaching a settlement short of litigation. Mr. McCarthy asked if there was a possibility of recouping any of the legal costs but Wayne said that he doubted it but would confirm with the Town Attorney. Wayne will also check to see the likelihood of winning a court case to insure the legal fees don't exceed the worth of the case. |
| 03/23/2013 | Wayne talked to the Town Attorney regarding the chance of recouping any legal fees and was told that there was very little chance. In addition, Larry Clough spoke with the attorneys in his firm that would actually litigate the case if we pursued it and they concluded that the legal fees would probably be more than we could get from a court decision. The Executive Committee was adamant in the need to inform all Islanders that the poor quality of the work performed by Lake Region Management Co. when siding the building would result in the need to spend more taxpayer money to correct the deficiencies. |
| 05/11/2013 | No Change |
| 06/01/2013 | Wayne has asked the two contractors to review their proposals and include pricing if the Community Center, the Administration Building, and the Club House at the Golf Course are all done at the same time. He is waiting for those proposals. |
| 06/22/2013 | We are still waiting for the proposals but both contractors have said it would probably have to wait until fall because of previous commitments. Wayne stated that the plan was to purchase new siding for the front of the building at a cost of about \$7300, then use the rest of the siding to re-side the sides and the rear of the building. To remove the old clapboards before re-siding would cost an additional \$4300. However, both contractors said it would provide a better surface to side but it wasn't necessary. |
| 07/27/2013 | No Change |

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| 08/24/2013 | The repair of the siding was discussed. It was determined that the siding should be repaired before the winter. A motion was made by Mr. Nun to appropriate up to \$20,000 from the Island Improvement Reserve to repair the siding on the Community Center. The motion was seconded by Mr. Walker and approved with 6 votes in favor and 0 opposed. Note: the repair is to include the purchase of enough new siding to replace all of the siding on the front of the building and use the removed siding to repair the rear and both ends. |
| 09/13/2013 | Tom Sibley has been informed that the project was approved and will finish the project before the Island closes for the season. |
| Town Office | |
| Wayne / ExCom | |
| 07/14/2012 | The State requires that some municipal records be retained for less than a year while other records must be retained forever. With the exception of our lot files, which have been scanned, all other files are paper copies. We built storage racks in the back meeting room and the kitchen area of the Admin building and these areas are over flowing now. State law also requires that these records be maintained in a fire proof vault. We are investigating ways to better store our Town records and historical files. No action taken at this time |
| 08/18/2012 | Wayne indicated that there were a couple of lots adjacent to the golf course, and near the public works building that might support a new office building. The land was such that a daylight basement with access from Putting Hill Circle could serve as a record retention area and access from fairway lane could provide handicap access to the office. Wayne was directed to determine the square footage that would be required for a new office building. |
| 09/22/2012 | Wayne has received an estimate to construct a new office building for approximately \$125,000. Wayne also mentioned that a recent inspection of the administration building determined that the foundation / supports for the rear of the building were failing and in need of repair. It was determined that an engineer should be hired to analyze the situation and design a repair so we can solicit proposals. Wayne was asked if he had checked on the cost of a bond to fund these projects if they were bundled together. Wayne checked with the Maine Municipal Bond Bank (MMBB) and interest rates were between 3% - 4%. They only issue bonds twice a year. The deadline for the fall issue was already past. The spring issue required applications to be submitted by February. We will plan to get all of the project costs together so we can apply in February if the ExCom decides to apply. |
| 10/20/2012 | No Change |
| 12/01/2012 | No Change |
| 01/26/2013 | No Change |
| 03/23/2013 | No Change |
| 05/11/2013 | No Change |
| 06/01/2013 | No Change |
| 06/22/2013 | No Change |
| 07/27/2013 | Wayne showed the ExCom a draft sketch of an office that could be constructed on the sight selected adjacent to the Maintenance Bldg. Mr. Donohue suggested that a new office building should be considered as a part of the changes being discussed to the downtown area and the siding of the present admin office, store & café. |
| 08/24/2013 | Wayne has received a plan from Al Cuevas for the Town Office and Estimates of \$15,000 for the foundation and floor, \$25,900 for the framing (inside & out), \$5500 for the septic, and \$1600 for misc. issues. This totals \$48,000 but does not include the plumbing and electrical work. In addition, we have estimates to completely finish the inside including the plumbing, electrical, sheetrock, doors, flooring, heat/AC trim etc. with a 10% contingence for an additional \$60,000. Wayne will present the construction of a new Administration Building at the public hearing on Labor Day weekend. |
| 09/13/2013 | The proposed office was presented at the public hearing and will be included on the warrant for the Town meeting. Wayne has investigated potential financing options for the new office and the siding projects for the Community Center and the Administration Building. It appears |

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| | the best option may be a loan from the Maine Municipal Bond Bank. Over a 20 year term for \$200,000 the interest varies from 3% to a high of 4.25%. A discussion followed about the concept of paying for these projects by getting a loan which would mean that future Islanders would bear some of the financial burden for these projects rather than requiring the present Islanders paying for this up front. If we use the Maine Bond Bank we will need to get a Bond Counsel to prepare the warrant article. Wayne will continue to work on this. |
| Apply vinyl siding to the Admin. Building | |
| | ExCom |
| 06/22/2013 | The repairs to the rear wall are complete. Proposals are being collected to side the building with vinyl siding. |
| 07/27/2013 | No Change |
| 08/24/2013 | It was decided that new windows for the second level and vinyl siding should be installed on the Administration Office. Mr. McCarthy made a motion to appropriate up to \$35,000 to install approximately 12 new windows on the second level and vinyl siding on the building. The motion was seconded by Mr. Walker and approved with 6 votes in favor and 0 opposed. Note: The areas under the porch where the ice cream counter is and the dining area will not be sided. |
| 09/13/2013 | Tom Sibley has been informed that the project was approved. He will attempt to get the windows installed before the Island closes but the siding may need to wait until spring. Wayne was asked to get the project quoted using the shake siding as well as the clapboard style. |
| E-Ticket system | |
| | Wayne |
| 08/18/2012 | Mr. Potts discovered an error in the “to” & “from” the island data. This occurs because there are times when the time/date stamp reverts to 2009. Some of the data collected uses the server time stamp and some use the MD time stamp. The “to/from” data uses the MD time stamp. It was discovered that when the MD’s loose power they default to 2009 and consequently the data doesn’t appear as one would expect. All of the data is available in the system but I decided not to pay the developer to dig it out unless we needed it. On a daily basis we use the shift management data to review operations. On another note, we are looking into the next generation scanner. The existing MD’s use the windows mobile operating system which is not being supported and is difficult to program. It still works but if we plan to continually improve the system we need to change these devices at some point. The developer has identified a “ruggedized” Android tablet device that could provide more versatility including the ability to read bar codes from i-phones, read different bar-codes, attach to credit card scanners etc., and it is less expensive than the MD’s we are currently using. We plan to purchase one this year so we can test it before the season ends. Wayne also mentioned that a recent storm had taken out the Wi-Fi unit for the system. The device has been replaced but we don’t yet know the cost. Mr. Donohue told the ExCom that he felt we should pursue the use of credit cards for ticket purchases. There are devices available that could connect to the scanning devices that will process credit cards. Wayne will look into these devices also. |
| 09/22/2012 | No Change |
| 10/20/2012 | No Change. However, Wayne has received inquiries from other ferry operators about the e-ticket system. The Chebeague Transportation Company has visited us twice and is very interested in a system similar to ours. The Town owns the software system that has been developed. Wayne will talk to the developers to identify compensation if others are interested in versions of our system. |
| 12/01/2012 | Wayne presented the draft proposal from the system developers. The ExCom felt that the agreement as proposed by the developers was not sufficient for the Town in light of the marketing possibilities by Starlit. Mr. Donohue and Mr. McCarthy agreed to work on a counter proposal to be presented to the developers |
| 01/26/2013 | We have reached a verbal agreement with Starlit. Wayne is waiting for the written agreement from Starlit. |
| 03/23/2013 | It appears that Chebeague has postponed any decision on the electronic ticketing system at this time. However, we are still looking into enhancements to our system including more |

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| | versatile scanning devices and the ability to use credit cards to purchase ferry tickets. |
| 05/11/2013 | Wayne has forwarded information and specifications on more advanced scanners to the developer to review. Assuming they are compatible with our software and can provide the additional services we want, (read a bar code from a smart phone and accommodate credit / debit card purchases) we may purchase one for a trial. |
| 06/01/2013 | No Change |
| 06/22/2013 | Wayne stated that the system appeared to be working well and he didn't want to make any changes until after the high season. |
| 07/27/2013 | The operating system for the mobile devices (MD's) is Windows Mobile which is no longer supported. So we have options. The system is working well now but the MD's are wearing out from everyday use. New ones capable of reading bar codes from smart phones etc. cost about \$2000 each and we have 5 of them. In order to use the ruggedized smart phones we need to re-write the software using the android platform. I have asked for an estimate to re-write the software to compare the cost vs. purchasing new MD's. |
| 08/24/2013 | No Change |
| 09/13/2013 | The developer has determined that we would be better off to stay with the upgraded version of the mobile devices we now have. One has been ordered so that it can be programmed and used before the Island closes. |
| Opening and Closing the Island. | |
| Wayne & John | |
| 05/11/2013 | Mr. McCarthy stated that the process required to relocate the office in the spring and fall and the process to open and close the Island should be documented. Wayne said he would talk to John and they would work on it. |
| 06/01/2013 | Wayne has prepared a draft of the office move to the mainland. It has been distributed for comments. |
| 06/22/2013 | No Change |
| 07/27/2013 | No Change |
| 08/24/2013 | No Change |
| Recreation – Long Term Plan | |
| ExCom | |
| 05/11/2013 | The long term plan for recreation was submitted to the ExCom last year and tabled until the ExCom members could comment. To date we have not received any comments. In addition, I have a request from the Recreation Commission chair to develop the old tennis courts at Recreation Beach for volley ball, horseshoes, bocce etc. Estimated cost is \$1800 plus cost of DPW work to remove trees and roots, level area etc. Also have a request to reduce the height of the old chimney at the rec. area and modify it so it can be used safely including picnic tables and a deck around the chimney. Wayne has received comments from Mr. Thomas. Everyone agreed that the Recreation Commission did a great job developing the plan. Wayne was asked to invite the members of the Recreation Commission to the next meeting to discuss the plan. The plan will be updated based on the projects that have been completed, and the recommendations from the ExCom then be posted. Comments from the general public will also be considered. Wayne reported that he had a proposal from Mr. Crosby to complete the work requested at the Recreation area tennis courts for \$6000.00. A public hearing will be held before any construction is commenced in this area. |
| 06/01/2013 | The ExCom reviewed the Long Term Plan with Tom Bishop, chair of the recreation Commission. Tom was asked to update the plan as some of the recommendations have already been completed. It was determined by the ExCom that once the update of the plan is finished it will be presented at a public hearing before finalizing. The proposed development of the old tennis courts at the Recreation Area was also discussed. The ExCom felt that a public hearing should be held before this area was developed. |
| 06/22/2013 | No Change |
| 07/27/2013 | Mr. Thomas stated that Tom Bishop wanted to have a public hearing to present the proposed |

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| | plan to renovate the old tennis courts for other recreational activities. This subject will be included in the public hearing scheduled for August 24 th . |
| 08/24/2013 | Tom Bishop presented a proposal to renovate the old tennis courts. In addition, Ted Charrette distributed a survey to solicit suggestions for future recreational activities. The ExCom decided not to do anything at this time to see the results of the survey. |
| 09/13/2013 | No Change |
| MuniciPAY | Wayne / Executive Committee |
| 06/01/2013 | Wayne & Joe Potts attended a webinar with representatives from MuniciPAY and Gorham Savings Bank. MuniciPAY is a local company that provides a credit card / Debit Card / E-Check service to municipalities. The service is provided to municipalities at no cost to the municipality. However, if a resident elects to pay their taxes or any other fee for services with a credit or debit card, MuniciPAY charges a 2.45% convenience fee based on the total dollar amount of the transaction. If they elect to pay using an E-Check there is a flat \$1.50 convenience fee charged regardless of the amount of the transaction. There is no requirement for a minimum number of participants. There appears to be no downside for the Town so Wayne will pursue this further. |
| 06/22/2013 | Wayne has spoken with the clerk for the Town of Sebago. They use the MuniciPAY system and they also have TRIO. They have been using it for a while and would recommend it to other. Wayne has notified Nationwide Payment Solutions to see what we need to do to implement the system. |
| 07/27/2013 | Wayne has received the applications and will complete them and send them in. |
| 08/24/2013 | No Change |
| 09/13/2013 | No Change |
| 2014 Budget | For information |
| 06/22/2013 | Wayne reported that he has done a very preliminary draft of the 2014 budget. Leaving everything the same as 2013 with the exception of insurances and the school and county budgets, the tax rate will increase by approximately \$1.68. This equates to \$336 on a \$200,000 property. |
| 07/27/2013 | Wayne reported that he has kept most of the budgeted operating expenses for 2014 the same as they were in 2013 except for the insurance increases as projected by the carriers. He did eliminate the fee to FII based on discussions with the FII Board. He also eliminated the contribution to the Fire Dept. Reserve considering there is approximately \$135,000 in that Reserve. With these changes, suspending any pay increases for 2014, and some other minor reductions, the General Government Operating Expenses are estimated to be \$874,032 for 2014, a reduction of \$17,047. In addition the elimination of the contribution to the Fire Dept. Reserve saves \$10,000. However, the Non-Municipal expenses are expected to increase by approximately \$198,000 primarily because of the increase in the school tax. This increases the estimated tax rate from \$20.28 /\$1000 to \$21.77/\$1000. Wayne also explained that in the 2014 budget for Golf, he had separated the Lounge Operation from the Golf Operation to give both operations more visibility. Samples of the budget summary and the golf budget were distributed to the ExCom. |
| 08/24/2013 | Wayne has provided a draft of the budget for 2014. |
| 09/13/2013 | Wayne explained that the tax rate had now climbed to \$21.95 per \$1000 of value. He recently received the assessment from Cumberland County that increased over 8% from last year. This prompted adding 5% to the 2014 budget. Wayne suggested that we could use a little from the School Operation Reserve to reduce the rate a little but the ExCom decided against this. The budget is pretty well set. |
| Congestion in the Downtown area | ExCom |
| 07/27/2013 | Wayne has received a number of complaints about the traffic and parking issues (lack of) in the downtown area, and a number of suggestions. After observing this last weekend it was suggested that the best solution might be the one proposed by Dick Norris to the |

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| | Transportation Committee in 2009. This was discussed during petitions from the public. In addition, the lack of parking was discussed. Wayne will look into the feasibility of establishing an area for store and office employees to park in the recreation area. One of the issues to review is access to this area because it is believed Recreation Lane actually crosses private property. |
| 08/24/2013 | No Change |
| 09/13/2013 | No Change |
| NEW BUSINESS | |
| Fire Department Equipment | ExCom |
| 08/24/2013 | We have been doing inventories of the equipment at the Fire Station. While there is some equipment that we doubt we would ever use, there is a need for turn-out gear. A good part of the existing gear is no longer certified. We need 12 sets of turn-out gear @ \$1450 each plus other equipment. I request that the ExCom appropriate up to \$40,000 from the Fire Department Capital reserve to purchase necessary equipment. We just learned that there is more work to be done on both fire trucks. One has a broken spring support that has worn through the exhaust pipe and both had so many valves leaking that the company couldn't do the required pump tests. In addition, engine 6 has radiator leaks and needs replacement. We hope to have a quote on the necessary repairs before the Saturday meeting. There is \$137,485 available in the Fire Dept. Equip Reserve. A motion was made by Mr. Donohue to appropriate up to \$40,000 from the Fire Department Equipment Reserve to make the necessary repairs and purchase the needed equipment. The motion was seconded by Mr. Walker and approved with 6 voted in favor and 0 opposed. |
| 09/13/2013 | We have scheduled appointments with 2 manufacturers of turn-out gear. It seems that with the exception of 4 sets, all of the gear is out of compliance. In addition, as we continue with the truck and equipment checks we find more and more issues that require correction. Hopefully the money appropriated at the last meeting will cover everything. |
| Pool Deck | ExCom |
| 08/24/2013 | We had to remove a portion of the pool deck because of a leak in the return piping. We have a proposal to replace the whole deck for \$9000. We would like to remove all of the concrete deck, replace all of the piping and replace the deck. I am requesting the ExCom appropriate up to \$15,000 from the Recreation Reserve to remove the old deck, replace the piping and then replace the concrete deck. This project would be completed in the fall after the pool is closed for the season. There is \$45,666 available in the Recreation Reserve. A motion was made by Mr. Nun to appropriate up to \$15,000 from the Recreation Reserve to replace the supply and return piping for the pool and to replace the pool deck. The motion was seconded by Mr. Walker and approved with 6 votes in favor and 0 opposed. |
| 09/13/2013 | No Change |
| Sprinkler for the Leisure Lounge | ExCom |
| 08/24/2013 | We have a proposal for \$9870 to install the sprinkler system on all three floors of the Lounge building. The Golf Committee requests the Executive Committee appropriate up to \$10,000 from the island Improvement reserve to install the sprinkler system. There is currently \$123,645 available in the Island Improvement reserve. Mr. Thomas stated that he understood the ExCom would appropriate the funds for the sprinkler system outside those previously approved for the lounge renovations. All other ExCom members understood the funds from the sprinkler system were to be a part of the previously appropriated funds. A motion was made by Mr. Sutherland to appropriate up to \$10,000 from the Golf Reserve to install the sprinkler system, mandated by the Maine State Fire Marshal, in the Leisure Lounge. The motion was seconded by Mr. Nun. Following additional discussion the motion passed with 5 votes in favor and 1 opposed (Mr. Thomas). |
| 09/13/2013 | No Change |
| Proposed Warrant Articles | ExCom |

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| 08/24/2013 | <p>Betsy Gleysteen has proposed the following articles be included on the October town meeting warrant.</p> <ul style="list-style-type: none"> • To see if the voters of Frye Island will approve a modification to the town budget approval process conducted at the annual town meeting as follows: <ul style="list-style-type: none"> ○ In a discrete vote for each town department, approve or fail to approve each town departmental budget request ○ In a discrete vote for each town reserve fund, approve or fail to approve each town reserve fund budget request ○ In a discrete vote for non-discretionary spending, approve or fail to approve all non-discretionary budget requests • To see if the voters of Frye Island will direct the executive committee to digitally video or audio record all Executive Committee meetings (other than closed executive sessions allowed by law), all special town meetings, all public hearings, and all town meetings and post digital recordings within 7 business days to the town website. <p>Wayne presented the proposed warrant article modifying the voting process for the operating budget suggested by Betsy Gleysteen. The ExCom members spoke in opposition to the proposed article indicating that in their opinion the change wasn't necessary and by micro-managing the budget it would make the operation more difficult. The ExCom agreed to place the proposed article on the warrant for the town meeting but would not recommend its approval.</p> <p>Wayne is trying to develop the costs to video tape the meetings. This article will appear on the town meeting warrant.</p> |
| 09/13/2013 | <p>Ms. Gleysteen has decided to drop her proposal to change the voting process for the budget. That item will be closed. The recording of the meetings was discussed at the recent public hearing. Wayne will attempt to get an estimate of the costs to video record the meetings. In addition, it was suggested that we consider using "FreeConferenceCall.com" for our conference meetings. The conference connection is free and they have the ability to record the calls. The difference is that with Quest, our current conference carrier, the calls are toll free. With FreeConferenceCall.com, the participants have to pay for the calls. The ExCom felt that we should subscribe to the free call system and try it out before we leave the Island. Wayne will check with MMA to see if the audio record would become the official minutes of the meeting.</p> |
| <p>Ferry rates for Delinquent tax payers. ExCom</p> | |
| 08/24/2013 | <p>The policy charging delinquent tax-payers the full rate to use the ferry was discussed. We had this policy in place before but it was discontinued approximately 3 years ago. The ExCom agreed that the policy should be reestablished. Wayne suggested that the policy go into effect for the next season and be triggered by the lien process. When a property is liened because on the non-payment of taxes, the property owner would also lose the right to purchase discount ferry tickets.</p> |
| 09/13/2013 | <p>The ExCom decided to reactivate the policy requiring that Islanders that purchase discount ferry tickets be "In Good Standing". The policy, which will be in effect for the 2014 season, will be triggered when a lien is placed on a property and remain on the property owner's account until the lien has been discharged.</p> |
| <p>Allowing the previous owner of a foreclosed property to reclaim the property by paying all of the taxes owed plus all fees. ExCom</p> | |
| 08/24/2013 | <p>Wayne reported that he had been contacted late Friday afternoon by a Para-legal working on the sale of a property on the Island. During the title search process it was determined that the Town had foreclosed on the property for the non-payment of taxes. The policy that was approved by the Town in 2000 gives the Executive Committee the authority to do what it feels is best for the Town. The consensus of the members of the ExCom was that the property owner had sufficient time to make the payments and they didn't feel we should allow the property to be sold. In addition, this would go toward reducing the number of developable properties.</p> |
| 08/13/2013 | <p>The ExCom discussed the existing policy for the disposition of tax acquired property and decided that the policy should be reviewed and revised to be more reasonable for the Island.</p> |

| | That being said, a Motion was made by Mr. Donohue to allow the previous owner of 1355 Birch Road to reclaim the property once all past due taxes, accrued interest and costs associated with the tax lien / tax foreclosure process have been paid in full by the prior owner. Following the acceptance of payment, the municipality will deliver a municipal quitclaim deed to the prior owner releasing the municipality of all interest in the property. All expenses resulting from the preparation of the quit claim deed will be paid by the prior owner. The motion was seconded by Mr. Bond and approved with 6 votes in favor and 0 opposed. |
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| New Business | |
| Review the Draft of the Town meeting warrant | ExCom |
| 09/13/2013 | Wayne presented a draft copy of the Warrant for the October town meeting: <ul style="list-style-type: none"> • Add a new article 5 to appropriate funds from the School Operation Reserve to cover planned shortfall in the SAD #6 budget for 2013. Re-number other articles. • Article 12 - it was suggested that the 7 day posting requirement be changed to 14 days. • Article 14 – Wayne will look into acquiring a loan from the Maine Municipal Bond Bank and getting Bond Counsel if required. • Article 16 – Add that the “Land Management Committee” is responsible to the Executive Committee. • Article 17 – Solid Waste Ordinance – a proposed Solid Waste Ordinance will be presented for comment at a public hearing Saturday Sept. 21st. Mr. McCarthy asked if the present facility was compliant with all State requirements. Wayne will check but we do have a permit issued by the State following its inspection of the facility. • Article 18 – an amendment to prohibit “For Sale”, “For Rent” and “Business signs” will be presented for comment at a public hearing Saturday Sept. 21st. <p>Article 19 – add To see if the voters will approve appropriating an additional \$20,000 from the Long Term Transportation Reserve to continue the Ring Road permitting process. There is currently \$388,690 in the Long Term Transportation Reserve. This will leave \$360, 690 in the Reserve.</p> |
| Meeting Minutes: A motion was made by Mr. Nun to approve the minutes of the August 24 th 2013 meeting. The motion was seconded by Mr. Walker and approved with 6 voted in favor and 0 opposed. A motion was made by Mr. Nun to approve the minutes of the August 31 st public hearing. The motion was approved by Mr. Walker and approved with 6 votes in favor and 0 opposed. | |
| Treasurers Report: Wayne had distributed the financials prior to the meeting. He reported that the checking account had been reconciled for August and all of the financials including the ferry looked to be in good shape. | |
| Golf Report: No report | |
| Marina Report: Mr. Bond reported that we were looking into a trial with mats to help mitigate the milfoil issue at the marina. | |
| Other New Business | |
| Instant Alert Program | Wayne / ExCom |
| 09/13/2013 | Wayne presented a program offered by Honeywell to alert subscribers of pending issues. The ExCom directed Wayne to investigate it further and determine the costs. |
| Health Insurance | ExCom / Wayne |
| 09/13/2013 | Wayne presented some optional information concerning the health insurance provided to the employees. Maine Municipal Employee Health Trust provides health insurance for the employees at an annual cost to the Town of \$63,999. There are options available that have lower cost premiums but would cost the employee more in deductibles and co-pays. MMEHT has an optional program called “Medical Expense Reimbursement Plan” (MERP). Using this program the Town could opt to provide a lower cost program to the employees and establish a budgeted account to reimburse the employee for the added costs if needed. If the additional funds are not needed, they will remain in the account. Wayne will look into this further. |
| Jensen•Baird•Gardner•Henry Client Seminar | ExCom / Wayne |
| 09/13/2013 | Wayne mentioned that the Town attorney’s office would be conducting a seminar to review |

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| | current legal issues and new laws on Thursday October 3 rd . All Municipal Officers are invited. |
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EXECUTIVE SESSION

Wayne suggested a brief Executive Session to discuss legal issues. A motion was made by Mr. Nun to adjourn to Executive Session at 9:17 PM to discuss legal issues. The Motion was seconded by Mr. Donohue and approved with 6 votes in favor and 0 opposed. Mr. Thomas made a motion to adjourn from executive session at 9:36 PM. The motion was seconded by Mr. Walker and approved with 6 votes in favor and 0 opposed.

ADJOURN

A motion was made Mr. Thomas to adjourn the meeting at 9:37 PM. The motion was seconded by Mr. Walker and approved with 6 votes in favor and 0 opposed.