



TOWN OF VINALHAVEN SELECT BOARD

Minutes

Town Office/Virtual Hybrid
Tuesday, April 12, 2022
5:00pm

1. **Roll Call** – Selectmen Donald Poole, Eric Gasperini, Pam Alley, and Leslie Dyer (virtually); Town Manager Andrew Dorr; Deputy Town Clerk Elizabeth Bunker; Budget Committee Members Donald Young, Eric Davis, and Bill Alcorn (virtually); Elin Elisofon; and virtually Gabe McPhail, Millie Martin, and Don Gerrish. Jake Thompson was absent.
2. **Approve Agenda** – It was agreed to move 9d Town Manager Search Proposal and 9f Budget Workshop to immediately following Speakers from the Floor. *Motion by Eric Gasperini to approve the agenda as amended. Second by Donald Poole. Vote 4/0/0. Motion carried.*
3. **Minutes** – Approve the minutes from the March 29, 2022 Select Board Meeting and Joint Budget Committee Workshop – *Motion by Eric Gasperini to approve the minutes from the March 29, 2022 Board meeting and budget workshop. Second by Donald Poole. Vote 4/0/0. Motion carried.*
4. **Approve and Sign Treasurer's Warrant # 41** – *Motion by Donald Poole to approve and sign Treasurer's Warrant #41. Second by Pam Alley. Vote 4/0/0. Motion carried.*
5. **Communications** - None
6. **Speakers from the Floor** – None

9d. Town Manager Search Proposal - Don Gerrish from Eaton/Peabody was present virtually. He introduced himself and gave an overview of his process, fees, and timeline for the search. Don would like to come out and meet with department heads to discuss any issues and what they'd like to see in a manager. The board will receive a booklet of resumes collected, interviews can be scheduled, and Don will give his recommendations. Donald asked about a salary range since they are currently working on budget.

Motion by Donald Poole to engage Eaton/Peabody for Town Manager search. Second by Pam Alley. Vote 4/0/0. Motion carried.

9f. Budget Workshop – Andy presented a revised budget with updated wages, benefits, and gas/oil prices. There was discussion on removing previously budgeted amount for a second deputy. There was agreement of the Board to remove that amount. There was discussion on the need for a Road Foreman position. There was discussion on a sewer plant manager/wastewater employee. There was discussion on raising transfer station fees to cover cost of disposal. Andy will work on suggested adjusted TS rates, and he is also working on building permit fees with Faye to present to the Board. There was discussion on how to use undesignated funds.

7. Committee and Department Reports/Appointment

- a. **Housing Committee Report** – Elin Elisofon reported that Jason Bird is coming Thursday to review town land for possible housing options. Elin is hoping to work with Avesta Housing, although they primarily cover southern Maine. The Committee is hoping to meet with the different outreach groups in town (Community Outreach, food pantry, Grange fuel fund, ICMS, etc.)
- b. **Engineer Report** – The Board reviewed the report from Woodard and Curran. They are still waiting to see plans for the Transfer Station.
- c. **Downtown Project Update** – Brent Bridges (W&C) will be on the island tomorrow. The stakeholder coffee hour zoom meeting is Thursday. A letter of intent has been submitted for a SHIP grant. If all grants are received, there may still be \$25k left for the Town to match.
- d. **Director of Public Works Report** – Millie and the crew conducted a sign inventory. 16 signs are missing and 6 need repairs. The street sweeper will be here May 20-21. Main Line Fence was here to assess guardrails. Some places don't have the depth to install metal guardrails so other options are being researched. The crew is working on a maintenance plan and ditching and grading. Luke Philbrook has been helping with ditching and Jake Stanley plans to help with culvert replacement.

8. Old Business - None

9. New Business

- a. **Ambulance Reserve Request** – Heated AED Box Purchase – Pat is requesting funds from Equipment Reserve for the purchase of two heated AED boxes. The plan is to move the AED from the bathroom at Harbor Wharf to Dogtown and bring the AED at Walt Day's outside. Motion by Donald Poole to approve the release of up to \$2,000 for the purchase of two heated AED boxes. Second by Eric Gasperini. Vote 4/0/0. Motion carried.
- b. **2021 Town Report** – Cover, Dedication &/or Memoriam – The board asked for an updated list of those who passed in the last year. It was suggested to ask Heather White about using some student art for the cover.
- c. **MDOT State Aid Road Routine Maintenance Agreement** – Before signing, Andy suggested getting clarification on scope of work and to follow up on 2021 amount due. It was also suggested that they offer trainings, so work is done to their standards.
- d. **Town Manager Search Proposals** – See above
- e. **Cemetery Mowing Bids** – No bids were received. There was discussion on modifying the RFP.
- f. **Budget Workshop** – See above

10. Report of Town Manager – The Board reviewed Andy's report. The Board agreed to provide a letter of support to GMRI. The Ambulance Director candidate visited the island last weekend. The Board agreed that they support Marc, Pat, and Andy's decision.

11. Report of Members – Pam Alley suggested that the Board review the By-laws in the new fiscal year.

12. Executive Session Pursuant to 1 MRSA §405(6)(C) to discuss the acquisition of real property or economic development

Motion to enter Executive Session at 7:41pm by Donald Poole. Second by Pam Alley. Vote 4/0/0. Motion carried.

Motion to come out of Executive Session at 8:02pm by Donald Poole. Second by Eric Gasperini. Vote 4/0/0. Motion carried.

13. **Adjourn** – *Motion by Eric Gasperini to adjourn at 8:02pm. Second by Donald Poole. Vote 4/0/0.*
Motion carried.

Respectfully submitted,

Elizabeth Bunker, Deputy Town Clerk