



## TOWN OF VINALHAVEN BOARD OF SELECTMEN

Minutes  
Tuesday, April 26, 2022  
Town Office/Virtual Hybrid  
5:00 PM

1. **Roll Call** – Selectmen Donald Poole, Eric Gasperini, Pam Alley, Jake Thompson, and Leslie Dyer; Town Manager Andrew Dorr (virtually); and Deputy Town Clerk Elizabeth Bunker. Budget Committee Members Don Young, Eric Davis, and Margaret Qualey (virtually). Also present were Wes Reed, Elin Elisofon, Kathi Young, and Banner Moffat. Present virtually were Gabe McPhail, Charity Appell, Dave Kallin, Hooper Brooks, Jason Bird, and Millie Martin.
2. **Approve Agenda** – Add 10h. Downtown Project Contract and 10i. Old Fire Hall Lease Agreement. Remove 13. Executive Session and add Executive Session pursuant to 1 MRSA §405(6)A to discuss a personnel matter to immediately following 3. Executive Session. *Motion by Jake Thompson to approve the agenda as amended. Second by Donald Poole. Vote 5/0/0. Motion carried.*
3. **Executive Session** – *Motion by Donald Poole to enter into executive session pursuant to 1 MRSA §405(6)E to discuss a legal matter at 5:03pm. Second by Eric Gasperini. Vote 5/0/0. Motion carried. Motion by Donald Poole to come out of executive session at 5:17pm. Second by Eric Gasperini. Vote 5/0/0. Motion carried.*  
  
*Motion by Donald Poole to enter into executive session pursuant to 1 MRSA §405(6)A to discuss a personnel matter. Second by Eric Gasperini. Vote 5/0/0. Motion carried. Motion by Donald Poole to come out of executive session at 5:23pm. Second by Eric Gasperini. Vote 5/0/0. Motion carried.*
4. **Approve Minutes** – *Motion by Pam Alley to approve the minutes from the April 12, 2022 meeting. Second by Eric Gasperini. Vote 4/0/1 (Jake abstained). Motion carried.*
5. **Approve and Sign Treasurer's Warrant #43** – *Motion by Donald Poole to approve and sign Treasurer's Warrant #43. Second by Eric Gasperini. Vote 5/0/0. Motion carried.*
6. **Communications**
  - a. **Boundry Line Agreement** – The Board reviewed a map of the John Arey property and difference in boundary lines with an older map. The Board agreed to draft a warrant for a Special Town Meeting. The new map has been done with GPS (v. compass readings) so they are more accurate.
  - b. **WasteManagement** – WM is proposing a 3% increase in their fees to account for inflation. There was discussion on working that into the upcoming budget. There was discussion on locking in a favorable rate for the upcoming contract renewal (2023). The Board asked to counter-offer at 1.5%.
  - c. **Spirit of America** – The Board suggests nominating the Sea Level Rise Committee.

7. **Speakers from the Floor** - None

8. **Committee and Department Reports/Appointments**

- a. **Housing Committee Report** – Members of the housing committee were present as well as Jason Bird from Penquis to discuss possible sites on Vinalhaven for housing. The Net Factory/former Public Works garage was identified as having great potential. The Town does not own the Net Factory lot outright; it has joint ownership with the Water District. However, the Board is interested in working with Penquis and exploring options, and are in favor of the committee continuing their work.
- b. **Engineer Report** – Still missing Transfer Station plans. There was discussion on other options for the Fire Hall bay extension: could the furnace be replaced with something smaller and moved? Or could the furnace be eliminated and replaced with heat pumps?
- c. **Downtown Project Update** – Gabe has been working with Brent and should have designs honed to present to the BOS and stakeholders either next week, or by the next meeting.
- d. **Planning Commission** – Wes presented the Board with draft wording to the Home Occupations section of the ordinance (commercial activity in residential (RM1) zones.)
- e. **Director of Public Works** – Millie updated the Board on PW work being done on the State Beach Road and working with the rented excavator. She has also been working with the crew to create a baseline evaluation and goal setting.

9. **Old Business**

- a. **Cemetery Mowing RFP** – The Board approved the updated mowing RFP to be advertised.

10. **New Business**

- a. **Housing – Penquis LOI** – Possible Action Item – See 8a.
- b. **Town Manager Search Contract** – It was requested to ask if Don Gerrish was available to meet Tuesday, May 3, 2022, at 5pm. *Motion by Eric Gasperini to sign the contract for Town Manager search with Eaton-Peabody. Second by Donald Poole. Vote 4/0/1. Jake abstained as he has yet to meet with Don. Motion carried.*
- c. **Personnel Policy Update – Insurance Buyout** – *Motion by Donald Poole to include buy-out options as presented. Second by Eric Gasperini. Vote 5/0/0. Motion carried.*
- d. **Appoint Interim Town Manager** – Andy's last day is May 20. *Motion by Eric Gasperini to hire Marjorie Stratton as interim Town Manager with a start date of May 16. Second by Pam Alley. Vote 5/0/0. Motion carried.*
- e. **Ambulance Director Position – Possible Action Item** – *Motion by Donald Poole to extend an offer to Ryan Nizolek for the Ambulance Director Position. Second by Jake Thompson. Vote 5/0/0. Motion carried.*
- f. **Approve Job Description – Custodian** – The job description was last updated in 2007. *Motion by Donald Poole to approve the Custodial Job Description as presented. Second by Eric Gasperini. Vote 5/0/0. Motion carried.*
- g. **Draft Annual Town Meeting Warrant** – The Board reviewed the draft warrant. There was discussion on adding an article for road repair but more discussion and information are needed. There was discussion on availability of grants or congressional funding. The Board agreed to set the Town Meeting for June 28, 2022, 6pm, at the school auditorium. *Motion by Donald Poole to approve the Annual Town Meeting Warrant as amended. Second by Jake Thompson. Vote 5/0/0. Motion carried.*
- h. **Downtown Project Contract** – There are funds already budgeted for this agreement. *Motion by Jake to sign the Downtown Project Contract with Resilient Communities. Second by Eric Gasperini. Vote 5/0/0. Motion carried.*

- i. **Old Fire Hall Lease Agreement** – There was discussion on suggested monthly rent. The board felt \$450 was too low to include electricity, sewer/water, and internet. *Motion by Jake Thompson to set rent at \$500/mo. to include electricity and sewer/water. Second by Pam Alley. Vote 5/0/0. Motion carried.*
11. **Report of Town Manager** – The Board reviewed Andy’s memo. He touched on Broadband conversations with Consolidated Communications. And two new hires: Banner Moffat to assist Wes Robinson, and Abby Proctor as Deputy Town Clerk.
12. **Report of Members** – Board members will discuss Dedication and In Memoriam for the next meeting.
13. **Executive Session**
14. **Adjourn** – *Motion by Jake Thompson to adjourn at 7:52pm. Second by Eric Gasperini. Vote 5/0/0. Motion carried.*

Respectfully Submitted,

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Elizabeth Bunker, Deputy Town Clerk