



TOWN OF VINALHAVEN BOARD OF SELECTMEN

MINUTES

Tuesday, May 5, 2020

5:30 pm

Meeting held virtually through Facebook Live

1. **Roll Call** – Selectmen Eric Gasperini, Pamela C. Alley, Phillip Crossman, Donald Poole, and Jacob Thompson; Town Manager Andrew J. Dorr, and Deputy Town Clerk Elizabeth Bunker.

***This was a virtual meeting in which some BOS members participated remotely. The public may view the meeting by going to the Town of Vinalhaven Facebook page. This recording will also be made available and posted to the Town of Vinalhaven YouTube page. ***

2. **Approve Minutes from the following meetings -**

April 2, 2020 – Motion by Phil Crossman to approve the minutes from the April 2, 2020 meeting. Second by Eric Gasperini. Vote 5-0-0. Motion carried.

April 14, 2020 – Motion by Eric Gasperini to approve the minutes from the April 14, 2020 meeting. Second by Phil Crossman. Vote 5-0-0. Motion carried.

April 23, 2020 – Motion by Eric Gasperini to approve the minutes from the April 23, 2020 meeting. Second by Phil Crossman. Vote 5-0-0. Motion carried.

3. **Approve and Sign Treasurer's Warrant #44** – Motion by Eric Gasperini to approve and sign Treasurer's Warrant #44. Second by Phil Crossman. Vote 5-0-0.
4. **Approve Agenda – Add Approve Minutes from February 25, 2020 and February 26, 2020 (Budget meeting), and Election Clerk Appointments 2020-2021.** – Motion by Eric Gasperini to approve the agenda as amended. Second by Phil Crossman. Vote 5-0-0. Motion carried.
5. **Communications** - None
6. **Speakers from the floor** - None
7. **Committee and Department Reports/Appointments -**
 - a. **Accept and Appropriate Donations** – Motion by Phil Crossman to accept and appropriate donations. Second by Eric Gasperini. Vote 5-0-0. Motion carried.
 - b. **Road commissioners report** – No questions
 - c. **Woodard and Curran Status Report** – Phil asked about the update that was scheduled for April 27th and if that had been received. Andy said that he and Dan had met with Brent and Megan via phone yesterday (May 4, 2020) and they have finalized the bid draft documents.

- d. **Public Health Team Report/Update** – *The Team will be mailing out a May letter to seasonal residents with answers to frequently asked questions, expectations, and event statuses.*

Discussion on the use of Town properties (quarries, parks, public restroom). Pam Alley will send an email to the Parks Commission to discuss signage or removal of tables etc. There was discussion on how to enforce anything at the quarry.

Andy Dorr had a virtual “coffee hour” with 8 or 9 businesses. One topic that came up with the public restroom and what the expectation was to have that cleaned more often. There was discussion on having someone clean & restock paper products more than once a day. The Board agreed to keep the public restroom for the month of May and possibly adjust hours later. Andy asked to what extent the Board felt comfortable with Andy meeting with businesses more often and more than resource sheets and memos. The Town would be limited on spending any money without having a town vote, but the Board encouraged more discussions with businesses to help them navigate regulations/orders and being open this summer.

Donald Poole suggested to “wait-and-see” approach on making recommendations/signage etc. for other places like the quarry and parks until after this month.

8. **Election Clerk Appointments** – *Motion by Eric Gasperini to approve the list of Election Clerks. Second by Phil Crossman. Vote 5-0-0. Motion carried.*

9. **Old business -**

- a. **DPW – Review Bid Documents** – *Timeline presented shows Bid Documents available by May 8, 2020 with a bid awarded by June 16 and Salt/Sand shed completed by November 1 and project complete by December 31. There was discussion on a Pre-Bid Meeting for contractors who may not have worked out here before, and the ability to use local contractors for some of the work.*
- b. **Carrying Place Bridge – Review Bid Documents** – *Timeline presented shows Bid Documents available by May 8, 2020 with a bid awarded by June 16 and completion by December 11. There was discussion on the height of the deck of the bridge. Drawings currently call for a 2’ raise. Going to 3’ substantially increases the price. The Board was in favor of the increased 2’ deck height. If there are no other concerns the bid documents can be posted by Friday.*

10. **New Business -**

- a. **Open Fuel Bids** – *One bid received. vinalenergy offered two plans:*

	<i>Plan 1: Pay-as-you-go/Fixed Price</i>	<i>Plan 2: Pre-pay</i>
<i>Heating Fuel</i>	<i>\$1.92</i>	<i>\$1.67</i>
<i>Kero</i>	<i>2.23</i>	<i>1.98</i>
<i>Road Fuel</i>	<i>2.21</i>	<i>1.96</i>
<i>Propane</i>	<i>6.03</i>	<i>5.03</i>

Motion by Eric Gasperini to accept the bid for Plan 2. Second by Phil Crossman. Donald Poole wanted to make sure that was the same plan as last year. It was confirmed that yes, the Town had this deal last year. Vote 5-0-0. Motion carried.

- b. **Knox County Sheriff Contract** – *Some proposed changes to this contract will include that Knox County will provide the vehicle and fuel when this current vehicle is up for replacement, they will provide the computer and printer along with software needed and IT support, cellphone, and they will cover outside agency costs. There was discussion on housing and how much it can be modified without Union negotiations. The County Commissioners meet next week to review the proposed draft.*

11. **Budget Workshop -**

- a. **Donations** - Penquis is asking for \$357 which is 1.3% of the value of the services provided to the town. There was discussion on what the Health Equality Alliance and what they provide, and to eliminate the Maine Public donation. Motion by Eric Gasperini to approve the Donations budget at \$3000. Second by Phil Crossman. Vote 5-0-0. Motion carried
- b. **Planning and Community Development** – There was discussion on the increase in making this a full-time position and what the job description includes and what the position would look like if it continued to be part time/consultant based. Both Eric Gasperini and Phil Crossman suggested offering this contract for one year and then re-evaluate it for next year. There was also discussion on the availability of an Island Fellow. Motion by Eric Gasperini to approve the Planning and Community Development budget at \$81,320. Second by Phil Crossman. Vote 5-0-0. Motion carried
- c. **Debt Services** – Biggest increase due to projects already committed to (Bridge and PW). There was discussion on the possibility of purchasing or leasing a new backhoe for Public Work. There was discussion on annual maintenance/repair bills associated with the current backhoe. The Board was all in agreement that a new backhoe is needed, but purchasing might not be the best option. Eric Gasperini asked how much was actually spent on the recent paving project. Andy said it was about \$327,000. There was a consensus of the Board to seriously look into leasing options and contract options for a new backhoe.
- d. **Knox County Budget** – based on the States evaluation of the town. (Town value divided by total county value). Valuation this year \$566,000; next year \$590,000.

Andy would like to have the budget committee review the entire budget before final approval

12. Report of Town Manager -

1. There was discussion on how to approve the budget without a planned Town Meeting due to distancing guidelines. Other towns may proceed in other ways – secret ballot or violating executive order and gathering more people.
2. There was discussion on how to ordinance revisions (Quarry, Aviation, and Harbor), and when to have those voted on. There was a consensus of the Board to try and vote on the Harbor Ordinance and Town meeting all at once. Pam Alley suggested voting on the Harbor Ordinance as is at Town Meeting (whenever that may be) and then in the future have a public hearing to correct a discussed change to the boat trailers allowed at the Fish Plant Wharf. The Board asked that Ordinances be put on the agenda for next meeting to review.
3. Andy reported that the Town Office has been treated for ants
4. Consider resuming Strategic Planning discussion. Eric Gasperini agreed that this could be included in a regular meeting.
5. Working to get Bookkeeping software updated by the end of June (move to cloud based).
6. Andy has had discussions with Kevin and the availability of funding that can be used to work on the runway extension.
7. Discussion on the MSFS schedule and policies for the upcoming summer season (restrictions on the number of passengers etc.), the change to the “stand-by” policy (they have not adopted the policy discussed in February), and the issues with the phone system (no queue when calling for a line number).

13. Report of Members -

1. Phil: The SLR Committee has asked for the Board to review their report and if there is an agreement on three issues to which Phil has drafted a motion:

Motion by Phil Crossman that the Board amend the Sea Level Rise Committee mission to read as follows: The Committee will research the threats of current climate change throughout our island particularly those likely to result in rising sea levels, explore the range of possible mitigation, and report regularly to the Board of Selectmen, no less than bi-monthly, with recommendations for dealing with those threats. Second by Eric Gasperini. Vote 5-0-0. Motion carried

Motion by Phil Crossman that the Board endorse the formation of an Island Climate Council as

suggested in the Sea Level Rise 2020 Report, involving many, and focusing on sustainability. Second by Pam Alley. There was a question if this would be a committee made of SLR Committee members and if this would be a Town committee or if this is just the endorsement of the formation of this type of committee. Phil said this would be an independent council. Vote 5-0-0. Motion carried.

Motion by Phil Crossman that the Board adopt the following policy: The Towns consideration of all capital or municipal projects must henceforth involve examination of the impact of, and where applicable, the mitigation against sea level rise related threats. Second by Pam Alley. Vote 5-0-0. Motion carried.

2. *Jake: Has had people ask him if there was another case of Covid-19, and if there was why it hadn't been in the Town's daily updates. Andy said that the CDC isn't reporting cases at a Town level. They report to the entity that conducted the test, and then start the contact tracing from there. Andy said the Public Health Team would not be made aware by the CDC and therefore cannot comment. They recommend continuing to act like the virus is active in the town.*

14. Adjourn – *Motion by Eric Gasperini to adjourn at 7:27pm. Second by Pam Alley. Vote 5-0-0. Motion carried.*

Respectfully Submitted,

Elizabeth Bunker, Deputy Town Clerk