



TOWN OF VINALHAVEN SELECT BOARD

Minutes

Town Office/Virtual Hybrid
Tuesday, July 5th, 2022
5:00pm

1. **Roll Call** – Selectmen Donald Poole, Pam Alley, Leslie Dyer, and Donald Young; Interim Town Manager Marjorie Stratton; and Deputy Town Clerk. Jake Thompson was absent.
Also present: George and Kay Kendrick (in person), and Gabe McPhail and Brent Bridges (virtually).

Motion by Pam Alley to appoint Donald Poole as Chair. Second by Don Young. Vote 3/0/1 – Donald Poole abstained. Motion carried.

Motion by Leslie Dyer to appoint Pam Alley as Co-Chair. Second by Donald Poole. Vote 3/0/1 – Pam Alley abstained. Motion carried.

2. **Approve Agenda** – Add 8a. Employment Agreement. Motion by Donald Poole to approve the agenda as amended. Second by Pam Alley. Vote 4/0/0. Motion carried.
3. **Approve Minutes** – **Approve the minutes from the June 7th, 2022, June 15th, 2022 and the June 30th, 2022 Select Board Meetings.** Motion by Donald Poole to approve the minutes as presented. Second by Pam Alley. Vote 3/0/1 - Donald Young abstained. Motion carried.
4. **Approve and Sign Treasurer's Warrants # 53 & # 1** – Motion by Donald Poole to approve and sign Treasurer's Warrants #53 and #1. Second by Pam Alley. Vote 4/0/0. Motion carried.
5. **Communications**
 - a. **New Hope Midcoast**
 - b. **The Lifeflight Foundation**
 - c. **WCAP**The Board received Thank you letters from the above organizations for their donations.
6. **Speakers from the Floor** – None
7. **Committee and Department Reports/Appointment**
 - a. **Swap Shop Report** – Marjorie called Jim Dwyer about working on the bathroom. There has been no communication with him as of yet, but will try again. A lock box was ordered to hold donations at the Swap Shop. The Board all commented on the excellent report and work the volunteers have been doing.
 - b. **Downtown Project Update** – Brent and Gabe presented updates to the Main Street design: sidewalk cutout at the Co-op parking lot, additional crosswalk at the fish plant parking lot, sidewalk bump-out at the intersection of High Street/Main Street, removed 4 parking spaces on the north side of Main Street and included 2 spaces on the south side in front of the Sand Bar and Island Closet, and an additional raised crosswalk at the intersection of Main Street/Water Street. Gabe said there was another follow-up meeting with stakeholders, but the Selectmen were all in

favor of moving forward with the proposed layout. Work on the water system will not start this summer; the Selectmen were amenable to wait until lower ferry rates and less ferry traffic. There was discussion on where to store materials as they are brought to the island. Behind the former Public Works building should be suitable with Coots lot being a second option. There was discussion on using local material and Brent said that could be written into the paperwork when it's put out to bid.

At this time it was noticed that the meeting was not being live streamed to social media. Recording was started to post later.

- c. **Woodard & Curran Status Report** – See above. It was asked when the Transfer Station draft design would be available. Brent said the Selectmen would have them by the first meeting in August.
- d. **Director of Public Works** – Millie was unable to attend the meeting, but the Selectmen reviewed proposals she prepared.
 - 1. **New Aluminum Bed for 350 Pick-up** – *Motion by Donald Poole to approve the purchase of a new aluminum bed for the 350 Pick-up. Second by Pam Alley. Vote 4/0/0. Motion carried.*
 - 2. **Sales Quote – 2022 International** – No Action. Tabled for next meeting.
- e. **Annual Appointments for Town Officials, Boards and Committees** – *Motion by Donald Poole to appoint all those responding to the Town Clerk they would like to be (re)appointed. Second by Leslie Dyer. Vote 4/0/0. Motion carried.*

8. Old Business

- a. **Employment Agreement** – There was discussion on changing the start date of the Town Managers position to July 8th, 2022 to coincide with the work week and the end date to June 30, 2025 to coincide with the fiscal year. Dates were changed and initialed on the contract. *Motion by Donald Poole to sign the Employee Agreement between the Town of Vinalhaven and Town Manager Marjorie Stratton. Second by Pam Alley. Vote 4/0/0. Motion carried. Employment Agreement was passed for signatures.*

9. New Business

- a. **Approve and Sign Notice of Public Hearing for proposed changes to Land Use Ordinance** – There was discussion on possible dates for a public hearing. Marjorie has spoken with the Musson group about working as a planner for the Planning Commission but without a clear focus there was no movement. It was thought that the planner was needed for ordinances along Main Street that came about from the Downtown Master Plan (parking, housing, etc.). There was discussion on time limit parking spaces, loading zone limits, and parking for apartments on Main Street. It was determined to not hold a public hearing until a conversation can be had with the Planning Commission. Donald Young asked for a copy of the changes proposed by the Planning Commission.
- b. **Personnel Policy Health Insurance** – There was discussion on the wording regarding when an employee can be eligible for health insurance; working X-number of hours vs. after 60 days full-time employment.
- c. **Maine DOT – Local Road Assistance Program Certification 2022-2023** – *Motion by Donald Poole to approve and sign the Maine Department of Transportation Local Roads Assistance Program Certification. Second by Pam Alley. Vote 4/0/0. Motion carried. Passed for signatures.*
- d. **Maine Municipal Association Legislative Policy Committee – Official Ballot** – *Motion by Pam Alley to approve and sign the Official Ballot for the Maine Municipal Association Legislative Policy Committee and to vote for Jay Feyler and Richard Erb. Second by Donald Poole. Vote 4/0/0. Motion carried. Ballot was passed for signatures.*

- e. **Liquor License Application for Lindsay Davis d/b/a The Sand Bar** – *Motion by Donald Poole to approve and sign the Liquor License application for Lindsey Davis DBA The Sand Bar. Second Pam Alley. Vote 4/0/0. Motion carried. Passed for signatures.*

10. **Report of Town Manager** – The Board reviewed the report. Marjorie has spoken with Pete Gasperini about setting a new buoy at the sewer outfall. Pete's estimate for material and labor is \$910. Pilings have been ordered for additional floats next to the ferry pen. Marjorie has been in contact with Chris Kolofsky about work on the Thoroughfare ramp. He is also supposed to install a ladder on the float.

Broadband was discussed. Gabe spoke about working with a provider (Consolidated or Spectrum; Spectrum already having some fiber built out). It was advised to keep an eye on broadband grant availability.

The Board discussed the boundary line agreement requested by John Frumer. Clarification is needed to determine why this is needed.

An estimate of \$26,141 was received for a complete engine replacement in E1. *Motion by Donald Poole to appropriate the cost of a new engine for the 2000 E1 Fire Truck out of the Fire Department Equipment and Truck Reserve at the approximate cost of \$26,141. Second by Pam Alley. Vote 4/0/0. Motion carried.*

11. **Report of Members**

- a. Donald Poole would like to talk with the 4th of July Committee about parking on High Street on the 4th. Cars parking on the sidewalk should not be allowed.
- b. Pam Alley reported that poison ivy was found at Booth's quarry. Kirk Gentalen came to treat it and someone had already sprayed it with some chemical, missed some of the ivy, and sprayed other bushes. Pesticides should never be used around watershed areas. It was recommended to get a notice in the Wind and caution swimmers.
- c. Leslie Dyer asked about the pilings and ladders at the Fish Plant parking lot. Gabe said that was included in the Downtown Project.

12. **Executive Session - Executive Session pursuant to 1 M.R.S.A § 405(6)(A) – to Review Assessor Applications** - *Motion by Donald Poole to enter into executive session pursuant to 1 MRSA §405(6)(A) at 7:05PM. Second by Leslie Dyer. Vote 4/0/0. Motion carried.*

Motion by Donald Poole to come out of executive session at 7:23PM. Second by Pam Alley. Vote 4-0-0. Motion carried.

13. **Adjourn** – *Motion by Leslie Dyer to adjourn at 7:24PM. Second by Donald Poole. Vote 4-0-0. Motion carried.*

Respectfully Submitted,

Elizabeth Bunker, Deputy Town Clerk