

MINUTES

**TOWN OF VINALHAVEN
BOARD OF SELECTMEN
Tuesday, June 23rd, 2015
6:30 PM
TOWN OFFICE**

1. **ROLL CALL** – *Selectmen Eric Gasperini, Emily B. Lane, Brandon Osgood and Phillip Crossman; Town Manager Stephen Eldridge; and Town Clerk Darlene M. York.*
 - a. **Elect Chair and Vice-Chair** – *Motion by Emily Lane to elect Eric Gasperini as Chair of the Board. Second by Phil Crossman. Vote 3-0-1 – Eric Gasperini abstained. Motion carried.*

Motion by Eric Gasperini to elect Brandon Osgood as Vice Chair of the Board. Second by Emily Lane. Vote 3-0-1 – Brandon Osgood abstained. Motion carried.
 - b. **Sign Bank Documents** – *Motion by Eric Gasperini to approve and sign the Camden National Bank account documents. Second by Brandon Osgood. Vote 4-0-0. Motion carried. Bank documents were passed for signatures.*
2. **MINUTES**
 - a. **Approve the minutes from the June 2nd, 2015 Meeting and the June 16th, 2015 Special Meeting** – *Motion by Eric Gasperini to approve the minutes from the June 2nd, 2015 Meeting. Second by Brandon Osgood. Vote 3-0-1 – Phillip Crossman abstained. Motion carried.*

Motion by Emily Lane to approve the minutes from the June 16th, 2015 Special Meeting as amended. Second by Eric Gasperini. Vote 4-0-0. Motion carried.
3. **APPROVE AND SIGN TREASURER’S WARRANTS #52** – *Motion by Eric Gasperini to approve and sign Treasurer’s Warrants # 52. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*
4. **APPROVE AGENDA** – *There was a consensus of the Board to add agenda item 8c. Selectmen’s Meeting Schedule; and item 12. Executive Session pursuant to 1 M.R.S.A. §405(6)(E) concerning a Legal Matter. Motion by Eric Gasperini to approve the agenda as amended. Second by Brandon Osgood. Vote 4-0-0. Motion carried.*
5. **COMMUNICATIONS**
 - a. **Vinalhaven Yearbook Team** – *A thank you note was received from the Vinalhaven Yearbook Team.*
6. **COMMITTEE AND DEPARTMENTAL REPORTS AND APPOINTMENTS**
 - a. **Accept and Appropriate Donations** – *Motion by Eric Gasperini to accept donations and to appropriate \$300 to the Ambulance Education Reserve and \$105 to the Library Reserve. Second by Emily Lane. Vote 4-0-0. Motion carried.*
 - b. **Annual Board & Committee – Appointments** – *Motion by Eric Gasperini to appoint the Town Officials, and Board & Committee Members per the attached list, including Peter Gasperini, Jeff Aronson and Jeanne Bineau-Ames. Second by Brandon Osgood. Vote 4-0-0. Motion carried.*
 - c. **Ambulance Service**

1. **Monthly Reports** – *Monthly reports were reviewed. It was mentioned to see if Pat will do the Board HIPAA training before a scheduled Board meeting.*
2. **HIPAA Related Business Associate Agreement with T.G. Higgins Business Services, P.A.** – *Motion by Eric Gasperini to approve the HIPPA Related Business Associate Agreement with T.G. Higgins Business Services, P.A. Second by Emily Lane. Vote 4-0-0. Motion carried.*

Motion by Eric Gasperini to authorize Town Manager Stephen Eldridge to sign the HIPPA Related Business Agreement on behalf of the Town. Second by Brandon Osgood. Vote 4-0-0. Motion carried.

- d. **Animal Control Officer's Report** – *No report received.*
- e. **Cemeteries**
 1. **Monthly Report** – *No report received.*
 2. **Proposal from Thomas A Stevens Cemetery Restoration** – *Proposal was reviewed. Steve to look into next year's budget. Four extra weeks were added to the Cemetery Budget for tree and bush removal.*
- f. **Fire Department Report** – *No report received.*
- g. **Harbor Master's Report** – *No report received.*
- h. **Knox County Deputy's Report** – *No report received.*
- i. **Librarian's Report** – *Librarian's report was reviewed. The Board wished to thank Valerie for always getting her reports in on time.*
- j. **Road Commissioner's Reports** – *Road Commissioner Reports were reviewed. The Road Crew has been using up vacation days before June 30th. Steve reported that Nick did Grader training last week. Emily stated he did a great job on Tip Toe Mountain Road. Delong has praised the work the Road Crew has done to help him with the Parking Lot Project. Delong should be pouring cement soon. MeDOT says it has to be hot top and not cold patch.*
- k. **Transfer Station Report** – *No report received. Steve stated the Transfer Station attendants have also been trying to use up vacation time before June 30th. Metal has been an issue.*

7. UNFINISHED BUSINESS

- a. **Flea Market Parking** – *There was a consensus of the Board to post No Parking signs and cones with tape every Saturday. And to post a notice in the "Wind" to please park at the Town Garage or in the Town Parking Lot.*
- b. **Assessor Proposals** – *Steve updated the Board and recommended Jacki Robbins as Assessor, Code Enforcement Officer and Local Plumbing Inspector at \$450/ day. Motion by Emily Lane to hire Jacki Robbins as Assessor, Code Enforcement Officer and Local Plumbing Inspector. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*
- c. **Vacancy on Board of Selectmen** – *Motion by Eric Gasperini to have nomination papers available until July 6th, 2015 and to hold a Special Town Election on Tuesday, August 11th, 2015 to fill the vacancy on the Board of Selectmen. Second by Emily Lane. Vote 4-0-0. Motion carried.*

8. NEW BUSINESS

- a. **Review Knox County Contract for Sheriff's Deputy Services** – Motion by Eric Gasperini to approve the Knox County Contract for Sheriff's Deputy Services. Second by Emily Lane. Vote 4-0-0. Motion carried.

Brandon questioned when we would renegotiate costs with the County. It was stated in the fall when the County Budget is being reviewed.

- b. **Selectmen's Goals – 2015-2016** – There was a consensus of the Board to hold off until after the Annual Town Meeting to see what the budget looks like. It was suggested to have the Selectmen review the previous year's list and make their own lists for the next meeting.
- c. **Selectmen's Meeting Schedule** – Motion by Emily Lane to change the Board of Selectmen's Meetings back to Monday nights at 6:30 PM. Second by Eric Gasperini. Vote 4-0-0. Motion carried.

9. **REPORT OF MEMBERS** – Eric Gasperini asked about the chain link fence at the top of hill by the Public Works Garage.

Brandon Osgood asked about the Parking Lot Project. It was suggested to have the area still roped off and to bevel the edges to make it safer until the paving can take place. It was suggested to ask Danny for a recommendation.

10. **REPORT OF TOWN MANAGER** – We recently received a report on the Carrying Place Bridge and the steel infrastructure has holes and the concrete is cracking. Steve to get an estimate for the work and check the balance in the Carrying Place Bridge Reserve.

A draft contract was received from Robert Indian concerning the raising of his building during the Main Street Collapsing Sidewalk Project. Steve has sent to our attorney for review. Delong Marine is finishing up on the Parking Lot Project then has a two week job on the mainland but will be returning to work on the Collapsing Sidewalk Project.

11. **SPEAKERS FROM THE FLOOR** – None

12. **EXECUTIVE SESSION** – Executive Session pursuant to 1 M.R.S.A. §405(6)(E) concerning a Legal Matter – Motion by Eric Gasperini to enter into Executive Session at 7:25 PM. Second by Phil Crossman. Vote 4-0-0. Motion carried.

Motion by Brandon Osgood to come out of Executive Session at 7:40 PM. Second by Eric Gasperini. Vote 4-0-0. Motion carried.

13. **ADJOURN** – Motion by Eric Gasperini to adjourn at 7:41 PM. Second by Emily Lane. Vote 4-0-0. Motion carried.

Next Board of Selectmen's Meeting: Monday, July 6th, 2015 at 6:30 PM

Respectfully Submitted,

Darlene M. York, Town Clerk