

MINUTES

**TOWN OF VINALHAVEN
BOARD OF SELECTMEN
Tuesday, April 15, 2014, 6:30 p.m.
WASHINGTON SCHOOL TOWN OFFICE**

1. **ROLL CALL** – *Selectmen Jack Olson, Eric Gasperini, Penny Lazaro, and Jessica MacDonald Martin; and Town Manager Marjorie E. Stratton. Town Clerk Darlene M. York Dennis Warren were absent.*

Also present were Andy Dorr, Eric Davis, Joy Mills, Rob Potter, Nick Barton, Elizabeth Martin and Joseph Martin.

2. **MINUTES** – **Approve the minutes from the April 1, 2014 Meeting** – *Motion by Eric Gasperini to approve the minutes from the April 1, 2014 Meeting. Second by Penny Lazaro. Vote 4/0/0. Motion carried.*

3. **APPROVE AND SIGN TREASURER'S WARRANTS # 42** – *Motion by Penny Lazaro to approve and sign Treasurer's Warrants #42. Second by Jessica MacDonald Martin. Vote 4/0/0. Motion carried.*

4. **APPROVE AGENDA** – There was a consensus to approve the agenda as presented.

5. **COMMUNICATIONS**

- a. **Approve and sign letter of appreciation to Jacki Robbins** – *Motion by Jessica MacDonald Martin to approve and sign the letter of appreciation to Jacki Robbins. Second by Penny Lazaro. Vote 4/0/0. Motion carried.*

6. **COMMITTEE AND DEPARTMENTAL REPORTS AND APPOINTMENTS**

- a. **Accept and appropriate Donations** – *Motion by Jack Olson to accept and appropriate \$313.00 in donations to the Library Reserve and \$100.00 in donations to the Ambulance Reserve. Second by Jessica MacDonald Martin. Vote 4/0/0. Motion carried.*
 - b. **Ambulance Report** – Ambulance Report was reviewed. It was noted that Pat Lundholm, Ambulance Director, is averaging 28 hours per week. The Town Manager will look at other monthly reports and get the average hours worked per week over the past year.
 - c. **Transfer Station March 2014 Report** – Report was reviewed.
 - d. **Librarian Report** – Report was reviewed
 - e. **Road Commissioner's Report** – Reports were reviewed. Eric Davis also gave the Selectmen an update on the condition of dirt roads such as Roberts Cemetery Road, Tip Toe Mountain Road and Poor Farm Road. Jack Olson mentioned that there is a culvert plugged up on Tip Toe Mountain Road just before Fish Head Road. There was also a discussion about Pooles Hill Road.
 - f. **Wastewater Department – Certificate of Commitment** – *Motion by Jack Olson to approve and sign the Certificate of Commitment of Sewer User Rates for January 1, 2014 to March 31, 2014 in the amount of \$75,220.21. Second by Penny Lazaro. Vote 4/0/0. Motion carried.*

7. UNFINISHED BUSINESS

- a. ICMC Lease – Physical Therapy Agreement with Pen Bay Medical Center** – The Town Manager presented a copy of the Physical Therapy Agreement between Pen Bay Medical Center and Island Community Medical Center as requested. There was a brief discussion about our lease with ICMS and the need for the Board of Selectmen to approve any subleases. There was a consensus that this is just a simple agreement between the two parties and no money is changing hands. No further action required.
- b. 2014-2015 Budget**
 - 1. Planning Commission** – The Selectmen had a brief discussion with Andy Dorr, Planning Commission Member. The Planning Commission just wants to be sure to have expenditures funded in future budgets. There was some concern about funding being buried in the Administration Budget. The Town Manager will make sure individual budget pages list the Planning Commission as a budgeted expense.

8. NEW BUSINESS

- a. Proposals for Chipping North Haven Road** – *Motion by Jack Olson to approve the proposal from Mills Excavation, Inc. for chipping on the North Haven Road up to \$10,000 with the funds appropriated from the Road Reserve. Second by Jessica Macdonald Martin. Vote 4/0/0. Motion carried.*

No action was taken on the proposal from McPherson Timberlands.

- b. Proposal for finishing guardrail project on North Haven Road** – *Motion by Jack Olson to complete the guardrail project on North Haven Road using Road Repair or Public Works Operating funds if available and Road Reserve funds if necessary. Second by Jessica MacDonald Martin. Vote 4/0/0. Motion carried.*
- c. Louis O. Roberts – Ballground Lease Agreement** – *Motion by Jack Olson to approve and sign the Lease with Louis O. Roberts for the property known as the Ballground. Second by Jessica MacDonald Martin, Vote 4/0/0. Motion carried.*

9. REPORT OF MEMBERS – No comments.

10. REPORT OF TOWN MANAGER – See report attached.

Tree Growth: There was a discussion about investigating properties in Tree Growth that are not in compliance with their Tree Growth Plan. The Town Manager had a discussion with Assessor Rob Duplisea about the Paige Kempner property. Rob stated that the time to investigate compliance is when the plan expires which in this case is April 26, 2018. The Selectmen said that they would like notification of when a tree growth plan expires.

11. SPEAKERS FROM THE FLOOR – No comments.

12. EXECUTIVE SESSION – Executive Session pursuant to 1 M.R.S.A. §405(6)(A) to discuss a Personnel Matter – No executive session.

13. Personnel Matter – See letter attached.

There was a consensus from the members of the Board of Selectmen present that this would not be a termination hearing, so we proceeded with a disciplinary hearing on the following issues:

Roadside clearing and chipping on the North Haven Road – Jack Olson stated that this has been on the list of goals for “five” years and hasn’t been completed. (It has been on the list of goals for three years) The Town Manager stated that no specific deadline was ever given. Road Commissioner, Eric Davis stated that he has worked on the project when he could, but with only two Public Works Department employees and other demands, it has been challenging to find time and money for this project. Earlier in the meeting a proposal was accepted from Mills Excavation to complete the project.

Snow Removal Procedures – Jack Olson made a few comments about plowing procedures such as there is too much plowing, with one truck after another. The Town Manager stated that you can’t really have a set list of protocols for dealing with snow storms because every storm is different. The storm itself has different challenges, we have equipment breakdowns, and we have different part-time personnel coming in to plow. Eric Davis stated that it is the classic damned if you do and damned if you don’t’ scenario. No matter what he does, there is criticism.

Gravel Road Grading procedures – Jack Olson stated that when grading the dirt roads we should creating a crown on the road. Nick Barton was present who does most of the grading. He says there is not enough material on the roads to properly grade them. In many cases, the ditch line is above the road. The Town Manager will look into getting some advice about our dirt roads from the Maine Local Road Center.

Verbal attack on two Selectmen – Everyone agreed that this was inappropriate and a result of the end of the winter season frustration. No further action was suggested.

Penny Lazaro stated that the Public Works organization needs to be reviewed. Town and Board expectations are too high for what we have, a two people crew. She went on to say that we need to look at the big picture and decide what we need. One possibility is to form a Public Works Committee to study the issue. We need improvements in this department, but currently we are getting what we pay for.

Eric Gasperini stated that it was Eric Davis’ “discussion” with him that started it all.

The Board of Selectmen would like to discuss goals through the end of the fiscal year to June 30, 2014 at the next meeting.

14. ADJOURN – Motion by Jack Olson to adjourn at 8:06 pm. Second by Jessica MacDonald Martin. Vote 4/0/0. Motion carried.

Next Board of Selectmen’s Meeting: April 29, 2014 at 6:30

Respectfully Submitted,

Marjorie E. Stratton, Town Manager