

MINUTES

**TOWN OF VINALHAVEN
BOARD OF SELECTMEN
Tuesday, January 21st, 2014
Immediately Following Public Hearing
WASHINGTON SCHOOL TOWN OFFICE**

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

Also present were Karol Kucinski, Eric Davis, Andy Dorr, Richard Carlsen, Kathy Warren, Byran Feezor, Charlotte Goodhue, Lucy McCarthy, Tuck Godfrey, Betsy Hopkins and Wyman Philbrook.

2. **MINUTES – Approve the minutes from the January 7th, 2014 Meeting** – *Motion by Dennis Warren to approve the minutes from the January 7th, 2014 Meeting. Second by Eric Gasperini. Vote 3-0-1 – Penny Lazaro abstained. Motion carried.*
3. **APPROVE AND SIGN TREASURER’S WARRANTS # 30** – *Motion by Penny Lazaro to approve and sign Treasurer’s Warrants #30. Second by Dennis Warren. Vote 4-0-0. Motion carried.*
4. **APPROVE AGENDA** – *There was a consensus of the Board to add agenda items 5a. MeDACF – Davidson Dock Permit and 6k. Boards & Committees.*
5. **COMMUNICATIONS –**
 - a. **MeDACF – Davidson Dock Permit** – *No action taken.*
6. **COMMITTEE AND DEPARTMENTAL REPORTS AND APPOINTMENTS**
 - a. **Ambulance Department**
 1. **Monthly Report** – *Reports were reviewed.*
 2. **Ambulance Write-off** – *Marjorie gave a history. Motion by Jack Olson to write-off the amount in question. Dennis Warren stated he would like to see if the State would reimburse the town for the charge. Eric Gasperini stated he would like to see if the State would write-off instead of the Town. No second. Motion DEAD.*
 - b. **Animal Control Officer’s Report** – *Report was reviewed.*
 - c. **Cemeteries Report** – *Report was reviewed.*
 - d. **Fire Department Report** – *No report received.*
 - e. **Harbor Master's Report** – *No report received.*
 - f. **Knox County Deputy’s Report** – *Report was reviewed. There was a question on an address of Penobscot Bay. Marjorie to check with Deputy Potter.*

- g. MSFS Advisory Board Meeting Report** – *Report was reviewed. The MSFS is considering making changes to the 24-hour rule. It was stated that there will be issues either way and there was a suggestion to have different rules for different times of year.*
- h. Road Commissioner's Reports** – *Road Commissioner Eric Davis gave an oral report to the Board.*
- i. Transfer Station Report** – *Report was reviewed.*
- j. Wastewater Department – Certificate of Commitment of Sewer User Rates** – *Motion by Jack Olson to approve and sign the Wastewater Department Certificate of Commitment of Sewer User Rates. Second by Penny Lazaro. Vote 4-0-0. Motion carried.*

The Sewer Commissioners are recommending a non-reoccurring abatement in the amount of \$73.50 for Wes Reed with a recommendation for a sub-meter. Motion by Jack Olson to accept the Sewer Commissioners recommendation. Second by Dennis Warren. Vote 4-0-0. Motion carried.

- k. Boards & Committees** – *There are currently only two members on the Budget Committee. According to the Budget Committee Ordinance there needs to be a quorum of five to conduct business.*

7. UNFINISHED BUSINESS

- a. Consent Agreement – Map 14, Lot 11** – *Motion by Dennis Warren to approve and sign the consent agreement with Scott Graham. Second by Jack Olson. Vote 4-0-0. Motion carried. Consent Agreement was passed for signatures.*
- b. Draft Personnel Policy** – *There was a consensus of the Board to have employees review before voting on the policy.*
- c. Draft CDL Controlled Substance and Alcohol Testing Policy** – *There was a consensus of the Board to have employees review before voting.*
- d. Approve and Sign Special Town Meeting Warrant for February 4th, 2014** – *Motion by Eric Gasperini to approve and sign Special Town Meeting Warrant for February 4th, 2014. Second by Jack Olson. Vote 4-0-0. Motion carried. Warrant was passed for signatures.*

8. NEW BUSINESS

- a. Open Bids for Fire Truck** – *Two bids were received for the Fire Truck. \$500 from Hiram Adair and \$825 from Delwyn Webster. Motion by Jack Olson to accept the highest bid (Delwyn Webster - \$825). Second by Dennis Warren. Vote 4-0-0. Motion carried.*

b. Budget Meeting

- 1. Review Wage and Benefits Proposal** – *There was a consensus of the Board to leave the CEO/LPI wage the same as last year and to discuss again at a future time. Motion by Jack Olson to give employees a 2% raise. Second by Eric Gasperini. Vote 3-0-1 – Penny Lazaro voted No. Motion carried.*

Motion by Penny Lazaro to increase Ambulance Director wage to \$20.00 per hour. Vote 4-0-0. Motion carried.

- 2. Administration Budget** – *Budget was reviewed. Motion by Eric Gasperini to leave the Selectmen's Budget the same as last year (\$3,500). Second by Jack Olson. Vote 4-0-0. Motion carried.*

9. REPORT OF MEMBERS – None

10. REPORT OF TOWN MANAGER – *Marjorie suggested Board members read an article on Conducting Manager Reviews in the November Maine Townsman. There was a consensus of the Board to advertise for the CEO/LPI Position in “The Wind” and on the MMA website.*

A 2014 Ford Police Interceptor SUV 4WD vehicle has been ordered.

Financial Reports were reviewed.

Calendar was reviewed. 2012 Property tax foreclosures are coming up in February.

11. SPEAKERS FROM THE FLOOR – None

12. ADJOURN – *Motion by Jack Olson to adjourn at 7:45pm. Second by Penny Lazaro. Vote 4-0-0. Motion carried.*

Next Board of Selectmen’s Meeting: Tuesday, February 4th, 2014 - Immediately following Special Town Meeting

Respectfully Submitted,

Darlene M. York, Town Clerk