

**TOWN OF VINALHAVEN
BOARD OF SELECTMEN
Tuesday, November 15th, 2016
6:00 PM
TOWN OFFICE**

MINUTES

1. ROLL CALL -- *Selectmen Eric Gasperini, Pamela C. Alley, and Emily B. Lane; Town Manager Andrew J. Dorr; and Deputy Town Clerk Jocelyn McLean. Philip Crossman was absent.*

Also present were Donald Poole, Kevin E. Hopkins, Delwyn Webster, Dinah Moyer, Janann Sherman, and John Bubier.

2. MINUTES – Approve the minutes from the October 25th, 2016 Meetings - *Motion by Eric Gasperini to approve the minutes from the October 25th, 2016 Meetings as presented. Second by Emily Lane. Vote 3-0-0. Motion carried.*

3. APPROVE AND SIGN TREASURER’S WARRANTS #20 - *Motion by Eric Gasperini to approve and sign the Treasurer’s Warrants #20. Second by Emily Lane. Vote 3-0-0. Motion carried.*

4. APPROVE AGENDA - *There was a consensus of the Board to add agenda items 7f. Transfer Station Revenue/Tonnage Analysis. Motion by Eric Gasperini to approve the agenda as amended. Second by Emily Lane. Vote 3-0-0. Motion carried.*

5. COMMUNICATIONS

a. Charter Communications - *Time Warner’s name has now been changed to Charter Communications. Received their annual letter regarding upcoming changes.*

b. Life flight Foundation - *Life flight has requested for donation of \$1000. Life flight usually suggests \$1 per resident. To review during budget time.*

c. Penquis - *Penquis has requested a donation of \$629. To review during budget time.*

6. SPEAKERS FROM THE FLOOR - *Dinah Moyer stated that ICMS is requesting a video conferencing unit, at their cost, to be installed at the Town Office. It will be able to be used by other patrons when available.*

Delwyn Webster said that in May or June the board talked about a new plan for the transfer station-inquiry as to the progress of this. Eric Gasperini responded that the solid waste committee is in progress of being formed, with appointments to be made during this meeting. Delwyn stated that Tenants Harbor has a very good transfer station and made a suggestion to take a look at it how it is run. Pam Alley made a suggestion to wait for the committee to be formed before taking action. Emily Lane stated that they should wait for ordinances to be reviewed before changing anything. Andrew Dorr stated that the safety works recommendations and fee schedules are to be reviewed. It is on the radar and in progress.

7. COMMITTEE AND DEPARTMENTAL REPORTS AND APPOINTMENTS

- a. Committee Appointments (Planning Commission, Solid Waste, and SLR) -** *Motion by Eric Gasperini to appoint David Wylie and Holly Sault to the Planning Commission. Second by Emily Lane. Vote 3-0-0*

There were discussions on appointments. Motion by Eric Gasperini to appoint Pat Lundholm, Gabe McPhail, Delwyn Webster, Amy Lear, and Anna Poe to the Solid Waste, Composting, and Recycling Ordinance Committee. Second by Emily Lane. Vote 3-0-0. Motion carried.

Motion by Eric Gasperini to appoint Gabe McPhail to the Sea-level Rise Committee, Second by Emily Lane. Vote 3-0-0. Motion carried.

Motion by Eric Gasperini to appoint Holly Sault to the Downtown Revitalization Committee. Second by Emily Lane. Vote 3-0-0. Motion carried.

Motion by Eric Gasperini to appoint Holly Sault to the Budget Committee. Second by Emily Lane. Vote 3-0-0. Motion carried.

Motion by Eric Gasperini to appoint Jocelyn McLean as Deputy Treasurer. Second by Emily Lane. Vote 3-0-0. Motion carried.

Motion by Eric Gasperini to appoint William Alcorn, Betsy Bates, Daniel Bickford, and Delwyn Webster to the Public Works Garage Committee. Second by Emily Lane. Vote 3-0-0. Motion carried. Motion by Emily Lane to appoint Eric Gasperini to the Public Works Garage Committee. Second by Pam Alley. Vote 2-0-1. Eric Gasperini abstained. Motion carried.

- b. Ambulance Report -** *Ambulance Report was reviewed.*
- c. Harbor Committee -** *Harbor Master's Report was reviewed. The Board made a suggestion that floats be out by December 15th, 2016. Andrew Dorr stated there has been concern about trap lines within the harbor, and the danger of boats getting caught in them, but it is not in an ordinance as of yet. Also the floats in the harbor need to be maintained to a minimum standard.*
- d. Knox County Sheriff –** *Knox County Sherriff's Report was reviewed. There were 126 calls last month. The Sergeant comes out once a month and reports are discussed. Pam Alley stated that the biggest issue is with ATVs, and that they are not getting traffic violations. Question as to whether the problem is resulting in any traffic violations at all, and why it is a constant problem. Have there been any results regarding this concern? Delwyn Webster stated that fourwheelers are driving on dogtown road just before dark. Suggestion that if an officer was on Main Street around that time they would catch someone. Less people are getting caught because the Deputy lives out here and is friendly with our residents. If an outside officer came out it would be less likely for people to retaliate. Would like to see help from the State Police out here. Donald Poole stated he would like to see Knox County do their job and would not like to see State Police on island. He is not in favor of that idea. Delwyn Webster made a comment that Knox County is too lenient. Pam Alley commented that ATVs wave as they go by as they drive down Main Street. Part of the problem is the parents' obligation to take responsibility. Wishes something could be done before someone gets hurt. Delwyn Webster said he has seen them going by the dump close to 50mph.*

- e. **Road Commissioner's Reports** – *The Road Commissioner's Reports were reviewed. Blasting has been completed and the crew is working to remove blast material. We need to create the water bars along Swimming Pool Hill to reduce potential runoff impacts. Have not had time to assemble the school crosswalk signage, although it is on our radar to complete and place before the ground freezes. We need to think about rigging the plow gear on the trucks soon. We still plan to place the guardrail along Coomb's Neck Road.*
- f. **Transfer Station Report** – *The Transfer Station Report was reviewed. MSW is up 1% YTD from same period last year and Demo has increased 13% bringing the total tonnage of both up by 5% YTD. Expenses are also up 5% while Revenue is up 18% from this time last year. Some of that increase may be due to past due balances, but also reflects the increase in price that was approved last fiscal year.*

8. OLD BUSINESS

- a. **PW Facility update/recommendation-** *The committee brings to the Board of Selectmen their recommendation for the public works facility following Marty Stein's guidance/preliminary design. The group could not decide on one recommendation so they actually bring two from the split vote.*

Option 1: Make the improvements outlined in the report under Option 3 and place the concrete slab/foundation for a future Salt/Sand shed at the current facility location.

Option 2: Make the improvements outlined in the report under Option 3 and construct the Salt/Sand shed at the current facility location.

Pam Alley voiced concern about the cost to update, and what will happen with the rising tides. How long until the water rises to this building? Eric Gasperini estimated 60-70 years. Delwyn Webster stated the FEMA estimation is 1 in 100 chance for that location. Andrew Dorr stated that if a 3rd option was necessary it would be to find an alternative location for the building, such as the area in front of gun club, or the sands. The town would have to look into options of land available to buy for this. Emily Lane proposed to take a more detailed look at both plans before taking any action.

- b. **Carrying Place Bridge update** - *We have sent letters out to property owners located north of the bridge. I indicated that a community meeting will be held on November 29th immediately following the Special Town Meeting at 5:30 PM. Gartley & Dorsky will be in attendance that night to answer any questions folks may have. There was a general consensus to have a community meeting to discuss the project.*

9. NEW BUSINESS

- a. **MSFS Schedule Change Request** - *A request is being made to consider changing the ferry schedule. The proposal is to keep the current schedule from April through October with the exception of pushing the 10:30 am boat to 11:15. November through March, the proposal is to run the last three boats at 12 noon, 1:30, and 3:15. As you can see, the change in schedule would increase visibility and likely reduce the number of trips requiring cancellation. Other considerations for changing the schedule are listed on the attached sheet. Kevin Hopkins stated that employees have voiced concern that they would like to have lunch break in their home port. This schedule would allow that. Also it would allow more time for emergency runs. Eric*

*Gasperini commented that there are more emergency trips in the summer. Kevin Hopkins responded that there is worse weather in the winter to allow for life flights. Pam Alley questioned about work hours, and whether it is just during the ferry boat runs or the full day. Kevin Hopkins responded it is for the full day. Eric Gasperini commented about the convenience of the 4:30pm boat and how it is more accommodating for people making longer trips to Portland, etc. There was a suggestion that for a month/6 weeks use this schedule instead of for all the months listed. Eric Gasperini commented he would be leaning towards keeping the 4:30pm boat, and that in the years this schedule was previously used there was less traffic and less demand for the 4:30 boat. Emily Lane commented that in December and January everything is done in the dark. Kevin Hopkins made a suggestion that the Thompson stay at Vinalhaven year-round, and stated that it was designed to be here. Commented that more people would then be able to leave the island on the first boat since the Thompson can accommodate more cars/passengers. **Motion by Eric Gasperini to make a suggestion to change the 10:30am boat to 11:15am year round, and request to have the Thompson stay on Vinalhaven. Second by Emily Lane. Vote 3-0-0. Motion carried***

- b. Special Town Meeting: Fund Balance Appropriation** – *Andrew Dorr stated as he mentioned at the last meeting, the auditors discovered that the taxes for 2015/2016 were under committed. After looking at the commitment sheet with Debbi and Jacki, we discovered that the revenues were reduced from the local appropriation line and then accounted for again under the deduction section. This double counting created an approximate \$400,000 shortfall in revenue. At this point, we have two options, we can either (a) send out supplemental tax bills for that tax year asking folks to contribute as originally intended or (b) ask the voters to raise the shortfall from Fund Balance and replenish over time (2-4 years). Emily Lane made a Suggestion to take the shortfall from fund balance. Eric Gasperini questioned whether this meeting should take place preceding the next selectmen's meeting due to the length. **Motion by Eric Gasperini to hold a Special Town Meeting on November. 29th at 5:30pm. Second by Emily Lane. Vote 3-0-0. Motion carried***

10. REPORT OF TOWN MANAGER

- a. Ditching Project** – *Maine Drilling and Blasting finished their work on Wednesday Nov 9th. The crew has removed most of the debris at this point. We are still hoping to dig the French drain along the Thompson property before the ground freezes, but will have to see how this aligns with the rest of our list.*
- b. Carrying Place Bridge** – *Looking to host a community/stakeholder meeting on November 29th at 6 PM. There will be a representative from Gartley & Dorsky in attendance to present their recommendations for bridge replacement. This will provide an opportunity for community engagement and input as well the chance to ask questions.*
- c. Financial Audit** – *The annual Financial Audit was conducted on October 15th & 16th. The preliminary audit appears to indicate there was an under commitment of taxes that year. The amount to be raised is \$398,358. There are two options to correct this issue, (1) we can recommit the taxes for that year and issue supplemental tax bills, or (2) we can appropriate the money from fund balance recognizing the error in the commitment. Removing these funds from fund balance will lessen the fund balance below the recommended levels, so we would have to identify a plan to replenish this over the next few years.*
- d. Bill Brown Estate** - *The Executor of the Estate has notified the Town (a beneficiary of the estate) about a piece of artwork that was Bill's to be sold. This piece is with Elaine Crossman at the New*

Era Gallery and requires restoration before the sale. The Estate is looking for one of the remainder men to oversee the sale and disbursement of the funds from the picture. Do you want the Town to assume this position? Eric Gasperini asked how much work this entails if the town assumes the responsibility. Suggestion to obtain information from Elaine as to costs and value of the artwork. Pam Alley questioned if library was also asked. There was agreement among the board to find out if anyone has come forward to assume responsibility. Pam Alley will ask Scott at the Library if they have received such a request as well.

- e. **IT Services** - *Do we want to purchase a time block from WGTech for IT services? There was agreement to wait until after the IT conference call to make a decision. Pam Alley questioned if this would affect or be a concern to the library. Andrew Dorr stated yes, the IT services are for the town including other public departments.*
- f. **Safety Audit** – *A Safety Audit was conducted on October 18th & 19th and we (Marc primarily) are working on bringing the violations into compliance. Many of these are policy related as some are out-of-date and require simply contact info updates while some policies will need to be created for various departments (i.e. Transfer Station Bloodborne Pathogens Policy). Will keep you updated on the progress of these violations over the next few meetings. All infractions should be corrected by the end of December unless extensions have been granted.*
- g. **Cemetery Stone Restoration** – *The work in Carver's Cemetery has been completed, stop in and see what they have been able to do this year. The stones that received work will be identified with small marking flags. While the work completed represents a very small portion of the total cemetery, it provides a good example and idea of what can be accomplished. We will be receiving an estimate for restoring and cleaning the granite of raised beds as it was not a component of the original estimate received a couple of years ago. Andrew Dorr stated that it will be an additional \$20,000 for the curbing alone, due to the unexpected amount of curbing the cemetery has. Pam Alley questioned whether the CD was available. Andrew Dorr stated the CD matured this year, and was moved to Machias Savings to make it more accessible should we decide to use any of it*
- h. **Town Office Landscaping** - *We have received an estimate from Island Cultivations to landscape/improve the grounds around the Town Office. The estimate was for \$1,200 and includes the following improvements:*
 - 1. *clear a vista to the cemetery, getting rid of some of the invasives and beating back the rosa rugosa and weeds that are overtaking some of the gravesites.*
 - 2. *cut down the junipers at the edge of the parking area to about a foot, so a chain could be put on them and the roots yanked out.*
 - 3. *out back, cut out the multiflora rose that is overtaking the apple trees, cut the dead wood out of the apple trees, clear back to about 25-30' behind the building, using a brush saw to cut down the berries and small brush, chain saws for the Norway maples. We'd leave the one or two nicer trees: there's a birch and a mountain ash that we spotted, there may be more buried in there.*
 - 4. *all debris would be stacked in areas accessible to the town's dump truck for hauling away.*
- i. **State-Aid Roads** - *Representatives from MDOT were on the island Tuesday morning to hear our plans for Main Street and our concerns about drainage, tides, and timing of the project. Andy took them to other areas of the island along the state-aid roads that are at risk of flooding. John Bubier stated that the MDOT representatives were able to witness the flooding across various wharves and state-aided roads as today was a 'king tide'. Vinalhaven is currently level 4, and there is potential to move to a level 3 priority. Looking at the surge plus sea-level may help the*

island become a higher priority. Potential for the state to come in and completely redo from the ferry terminal to the town office and then turn it over to the town. It would be a 6 or 7 million project. If the project is part of complete streets project then sidewalks would be included, but otherwise they would not be included. The complete streets program is very tight right now. Andrew Dorr stated that every town gets funding based on the local roads they have. We get approximately \$32,000 per year. Looked into Northern Maine asphalt costs to compare with other remote locations. Our asphalt costs are much higher than other towns, requiring more aid. It costs us an additional \$25-\$30 per unit to get asphalt here for paving work. State aid does not go as far here as it does with other towns.

- j. Tree Growth Properties** - *The MSFS audited the properties enrolled in Tree Growth on VH in September. Their report of findings has been received and their recommendation for 10 of the 17 parcels include whole or partial withdrawal or transfer to the Open Space program. Jacki will be following up with the property owners to notify them of the violations and provide 120 days to remedy the situation. If no action is taken by the property owners during that period a fine and supplemental tax of \$500 will be assessed and another 120 allowance for compliance.*
- k. Substance Abuse Community Group** - *A meeting of individuals representing various aspects of our community convened on the 8th to discuss things that could be done to reduce the issues and challenges posed to our community as a result of substance abuse. While there is not currently a formal request to have town input, I want to bring this to your attention as myself, Marc, and Pat all attended the initial meeting. Should the town take the lead on addressing this issue, play an active role on the group to be formed, or take no action officially at this time?*

11. REPORT OF MEMBERS - *There was nothing to report that had not already been discussed.*

12. ADJOURN- *Motion by Eric Gasperini to adjourn at 7:45pm, Second by Emily Lane. Vote 3-0-0. Motion carried.*

Next Board of Selectmen's Meeting: Tuesday, November 29th 2016. Immediately following the Special Town Meeting and Carrying Place Bridge Informational Meeting (5:30PM)

Respectfully Submitted,

Jocelyn McLean, Deputy Town Clerk