



TOWN OF VINALHAVEN BOARD OF SELECTMEN

MINUTES

Tuesday, January 28th, 2020

5:30 PM

Vinalhaven Town Office

1. **Roll Call** – *Selectmen Eric Gasperini, Pamela C. Alley, Phillip Crossman, Donald W. Poole and Jacob Thompson; Town Manager Andrew J. Dorr; and Deputy Town Clerk Elizabeth Bunker.*

Also present were Brent Bridges (Woodard & Curran), Banner Moffat, Erin Creelman, Stephanie Mills, Alison Thibault, Sharon Philbrook, Gabe McPhail, Hugh & Sue Martin, Kerry McKee, Gillian Welsh, Janann Sherman, Linnell Mather, George & Kay Kendrick, and John Morton.

2. **Minutes** – **Approve the minutes from the January 14th, 2020 Meeting** – *Motion by Phil Crossman to approve the minutes from the January 14th, 2020 Meeting. Second by Pam Alley. Vote 5/0/0. Motion carried.*

3. **Approve and Sign Treasurer's Warrants # 31** – *Motion by Eric Gasperini to approve and sign Treasurer's Warrants #31. Second by Pam Alley. Vote 5/0/0. Motion carried.*

4. **Approve Agenda – Add 7e. Sewer Department, and strike 9a. Special Town Warrant.** *Motion by Eric Gasperini to approve the agenda as amended. Second by Donald Poole. Vote 5/0/0. Motion carried.*

5. **Communications** – *None*

6. **Speakers from the Floor** – *None*

7. **Committee and Department Reports/Appointments**

- a. **Ambulance Department** – *The waiver that allows PIA to transport patients to the mainland will be removed, but we can apply for a restricted response air ambulance license.*

Kerry also talked with the board about the opportunity to purchase new radios at a significant discount through a bulk order with Knox County Emergency Management Agency. See 9c.

- b. **Planning and Community Development** – *Gabe proposed to the Board the creating of two outreach and engagement projects. The first is creating a quarterly newsletter, available online (with a small number printed) to keep the community updated on town business. And in conjunction with that, create a quarterly community conversation night, similar to the gathering before Town Meeting where committees could inform those present on the work*

being done within and by each committee. Gabe also asked the board to consider the establishment of a quasi-municipal corporation that could help facilitate economic development without tax dollars. (See Memo from Gabe McPhail)

- c. Road Commissioner's Report** – *The Board reviewed Dan's report. There was discussion on the fiberglass markers used along West Main and Water Street and if alternative materials were available. When the fiberglass markers break, they splinter and leave sharp pieces.*
- d. Woodard & Curran Status Report** – *The Board reviewed the Status Report. Brent wanted to point out that they are coordinating with MeDOT on grant applications through the Municipal Partnership Initiative program.*
- e. Sewer Dept.** - *The furnace at the Sewer Plant is no longer working. Andy provided the Board with three replacement options (two heat pumps, one oil furnace). They are currently running a space heater.*

8. Old Business

- a. Capital Projects Update** – *Andy gave a brief update of where all capital projects currently stand:*

The Public Works garage focus has moved solely to the Louds Pit property. It is no longer a consideration to consolidate the Transfer Station and Public Works. As it currently is designed the Public Works garage and salt shed is estimated to be \$1,550,000. There was some discussion on the necessity of the salt shed.

The retaining wall at the Transfer Station needs to be replaced and the layout needs to be reworked. Based on current design drawings the estimated total to rework the Transfer Station is \$575,000.

Carrying Place Bridge is currently set to stay a one lane bridge with no change to the curvature of the road. There has been cost analysis done on raising the deck of the bridge 1, 2, or 3 feet. Currently at high tide there is 6' of clearance under the bridge. As it is currently designed the estimated total for the project is \$550,000. If permits are obtained the project could start as early as October and is expected to be a 2-month project.

9. New Business

- a. ~~Approve Special Town Meeting Warrant~~**

- b. Windows 7 Upgrade – Reserve Requests** – *Microsoft no longer supports Windows 7. Given most of the computers needing an upgrade to Windows 10 are at least 5 years old (likely older) Andy looked into the cost of replacing 6 computers at the library and 3 computers at the Town Office. Motion by Eric Gasperini to approve the purchase of 6 computers not to exceed \$3600, from the Library Reserve, and 3 computers not to exceed \$1800, from the Equipment Reserve. Second by Donald Poole. Vote 5/0/0. Motion carried.*
- c. Fire Department Reserve Request – Radio Purchase** – *Motion by Eric Gasperini to approve the purchase of 4 new portable radios (2 Fire/2 EMS), half from the Fire Equipment Reserve and half from the Ambulance Equipment Reserve. Second by Jake Thompson. Vote 5/0/0. Motion carried.*
- d. Ambulance Department Reserve Request – Training** – *Three people are taking the EMT class being offered on VH/NH; one has found other funding, two are requesting funding from the education fund. Motion by Eric Gasperini to authorize \$2900 for EMT training from the Ambulance Education Reserve. Second by Phil Crossman. Vote 5/0/0. Motion carried.*

10. Report of Town Manager –

Andy asked the Board to consider the Spirit of America Foundation Tribute (see memo).

Andy received a preliminary response on FEMA flood map revisions. A formal memo will be forthcoming.

Andy and Phil met with MeDOT and Vinalhaven MSFS employees about concerns at the Vinalhaven terminal. Andy provided notes from that meeting. Topics discussed were wait time when calling for line numbers, unused line numbers, and safety of personnel when tending the stand-by line. There was discussion on alternatives to the stand-by line/process.

The Town received full payment for the Land Use Violation (Stevens) case.

Andy wanted to get an idea of when Board Members would be available to meet for Budget workshops.

11. Report of Members –

Phil Crossman:

Asked about the failing pavement on the Old Harbor Road. Andy said there was no short-term fix. The Public Works can try to patch some, but they are not deep enough to hold fill.

Asked about wrapping the galamander. Andy has not yet spoken with Ian Adair. There is concern about the integrity of the galamander covering and if it would withstand the tension of the wrap.

Asked about Broadband progress. Andy said Axiom has met with the Broadband Committee.

Asked if the Cemetery Committee had finalized the Cemetery Ordinance. This led to discussion on using required school community service as a way to get some work done in the cemeteries.

Asked if the ditching on Lake View Street had been done (to better direct water to the catch basin). Andy said he would add it to Public Works list.

Pam Alley:

Asked if Public Works could visit the Boy Scout Point (Lanes Island) parking area and give an estimate of cost and materials needed.

12. Executive Session pursuant to 1 M.R.S.A. § 405(6)(A) – Personnel Matter – Motion by Eric Gasperini to enter into Executive session at 6:34 PM pursuant to 1 M.R.S.A. § 405(6)(A) for a Personnel Matter. Second by Donald Poole. Vote 5/0/0. Motion carried.

Motion by Eric Gasperini to come out of executive session at 6:40 PM. Second by Donald Poole. Vote 5/0/0. Motion carried.

13. Adjourn – Motion by Eric Gasperini to adjourn at 6:41 PM. Second by Donald Poole. Vote 5/0/0. Motion carried.

Next Board of Selectmen's Meeting: Tuesday, February 11th, 2020 at 5:30 PM

Respectfully Submitted,

Elizabeth Bunker, Deputy Town Clerk