



TOWN OF VINALHAVEN BOARD OF SELECTMEN

MINUTES

Tuesday, September 15, 2020

5:30 pm

Virtual Meeting

1. **Roll Call** - *Selectmen Eric Gasperini, Phil Crossman, Pam Alley, and Donald Poole; and Town Manager Andrew Dorr. Jacob Thompson was absent.*
2. **Approve Agenda** - *Motion by Eric Gasperini to approve the agenda as presented. Second by Phil Crossman. Vote 4-0-0. Motion carried.*
3. **Minutes** - ***Approve the Minutes from the September 1, 2020 Meeting*** - *Motion by Phil Crossman to approve the minutes. Second by Eric Gasperini. Vote 3-0-1 (Pam was absent). Motion carried.*
4. **Approve and Sign Treasurer's Warrant #11** - *Motion by Eric Gasperini to approve and sign Treasurer's Warrant #11. Second by Donald Poole. Vote 4-0-0. Motion carried.*

(Jacob Thompson arrived)

5. **Communications** –
 - a. **Jennings-Cranford - John Carver Cemetery** - *The Board and the Cemetery Committee received a letter from the Cranford's about a pile of dirt that was uncovered when they had bushes cleared from their property beyond their property marker. They would like to have this dirt pile removed from their view. The Cemetery Committee has not met, but there was a consensus of the Board to have the Committee respond before taking any action.*
6. **Speakers from the Floor** – *None*
7. **Committee and Department Reports/Appointments**
 - a. **Planning Department Report:**
 - i. **Committee Assessment & Best Practices** - *Gabe McPhail was present virtually to give an update. Also present was Matt Jablonski, the new island fellow. One of Matt's first projects will be an assessment and inventory of existing committees and best practices for those committees. By the next board meeting they will have communicated with the committee chairs to get a sense of how they are doing their work and how the town can help them in the work they are doing. They also will present some changes to committee processes, deliverables, and expectations.*
 - ii. **Sea Level Rise Committee** - *The Selectmen previously approved a 2020 Sea Level Rise Report prepared by the committee, so that and a two-page summary will be available soon on the Town website. One of the recommendations from the Flood Resiliency checklist workshop was to conduct local data collection and picture documentation. With the help of Knox County EMA they have developed*

a data collection system they will be launching this weekend which includes some ruler-type water level markers placed at several spots around town. The data collection team includes some middle and high school students, and community volunteers, who will monitor those sites and collect data, now through December. The Sea Level Rise Committee is now part of four grants (not applied for but asked to participate in).

- iii. **Fox Island Broadband Task Force** - The committee has met several times since COVID restrictions to look at the Broadband report which was a product of the Broadband RFP that was put out earlier this year. The report currently contains a high-level business model for a third-party community owned network. Andy and Gabe are researching what Spectrum and Consolidated would be able to offer in terms of affordable fiber to the premises solution. Janann Sherman, chair of the committee would like to see three options to consider presented to the Board in October. The committee just received a \$10,000 grant to conduct a broadband outreach campaign that would help map access and speeds on the island ideally culminate in a community vote on one option in the spring.*
- iv. **Downtown Project** - This is still in the grant funding process. More community outreach engagement will be conducted this fall/winter.*
- v. **Community Engagement** - Since the proposed community “potluck” conversation gatherings are not possible, virtual options are being explored. The website is also being redesigned, and a town newsletter is being developed.*

*b. **Road Commissioners Report** - The Board reviewed the Road Commissioners reports from the last few weeks.*

*c. **Waste Watchers Committee Request** - Andy shared that he met with Pat Lundholm and Amy Lear about opening the Swap Shop back up with a modified set up. Pat and Amy have met with the Transfer Station employees to get their input as well. They are proposing a questionnaire to get a better understanding on how and when people use the Swap Shop. Better recording and use of the Swap Shop has been on the Waste Watchers “to-do” list and now seems a good time to review the process. Donald said he approves of the questionnaire, but would like to see that returned and data presented to the Board before the Swap Shop is reopened.*

Motion by Phil Crossman to endorse the committee’s survey and their efforts. Second by Pam Alley.

Jake Thompson asked what Kenny and Luther’s opinion was on preferable days to be open. Pat said they spoke with only Kenny and there was discussion on how long items would be “quarantined” before being put out. It was thought that if items were collected on Sunday/Monday they would be boxed with a date and could be offered the following week (hard surface items could be available Wed/Thurs - soft surface items would be “quarantined” and available the next Sunday/Monday). Pat and Amy would be taking more of a role in controlling what goes into the Swap Shop as opposed to employees. Pam asked where items would be stored. Pat said there are Xactics available that items could be placed in and then Wednesday morning her or Amy would sort the Xactic and place items in the Swap Shop. This would also better control “junk” from being left in the Swap Shop. Amy suggested having to “register” a larger item that may be left (ie a sofa, chair, electronics) that may not get taken and therefore end up in the demo; then, if not claimed, the person who dropped off the item would be charged a disposal fee. Pat

also mentioned that Goodwill takes computers because they have people that disassemble them for parts, but rarely are printers and computers taken from the Swap Shop so that may be a benefit to having an “attendant” at the Swap Shop to defer those things to better avenues.

A motion was moved and seconded. Vote 5-0-0. Motion carried. Pat and Amy were thanked for their work by the Board.

- d. **Woodard & Curran Status Report** - The Board reviewed the Report. There is still a plan to have the Public Works Garage closed on by the end of the month. They received numbers back from the Carrying Place Bridge review. They are still working to get cost within the parameters of the approved budget. A contract with the manufacturer of the Rubb Building is required to have the salt shed completed by the end of the year. Andy mentioned there is about a 12-16 week lead time so the sooner the contract is signed the better. Motion by Phil Crossman to execute the contract. Second by Donald Poole. Vote 5-0-0. Motion carried.*

8. Old Business

- a. **Airstrip Contract/Lease - Review terms** - The Board reviewed a draft version of the Lease. There was discussion on insurances. There was discussion on providing a payphone at the airstrip. There was a consensus to have the draft reviewed by the attorney before signing.*

9. New Business

- a. **RFP Loan Rates for Capital Projects** - Review released document - There was a consensus of the board to shop around for other banking options (sweep account currently with CNB at .05%). The Board reviewed the RFP for Capital Projects, the paving project being complete and the Carrying Place Bridge still being finalized.*
- b. **Development Fund - Establish next steps** - In January it was agreed for the Planning Department to work with a small group of advisors to explore the possible creation of a Community Development Corporation in correlation with the Downtown Master Plan. The group (Gabe, Andy, Emily Lane, Steve Cashin, and Carrie Cameron) has met several times to conduct conversations and an initial assessment. The Planning Department is requesting the Board approve the proposed next steps: approve the Planning Department recommend individuals, to serve on a seven-member committee for a one-year term, who will then research actions to facilitate the development of a quasi-municipal funding entity by this time next year. If approved, the Planning Department will bring a list of the Advisory Team’s committee appointment recommendations to the next Selectmen’s Meeting.*

Motion by Phil Crossman for the approval of the Planning Department to bring forward recommendations for a seven-member CDC Development Committee. Second by Pam Alley. Vote 5-0-0. Motion carried.

- c. **EDA Grant Funds - Review Downtown Preliminary Grant documents and approve matching funds amount** - Andy received an email just before this meeting that the funds from a FEMA declaration are no longer available. EDA grants are typically a 50/50 match. Between the road reserve fund and the sidewalk reserve funds there is almost one*

million available to use for matching. Andy is still waiting for an estimate from Kevin Moore for the sidewalk along High Street (from Ingerson Street to the intersection with the North Haven Road). There was discussion on the Northern Borders grant for the remaining funding.

10. Report of Town Manager - The Board reviewed the Town Managers Report.

- i. **Law Enforcement:** The Board shares the frustrations and concerns expressed in a few emails they have received recently. It was agreed to draft a letter to the community reinforcing that the Board is aware, they share everyone's frustrations, and the issues are still on the front burner. Andy will draft a letter and email to the Board (to be published on the website and facebook.) There was discussion on ways to deter burnouts in the parking lot (speed bumps, shutting off the parking lot, etc.)*
- ii. **Galamander:** There was discussion on ways to move the galamander in preparation for laying a slab under it.*
- iii. **Sidewalk:** Andy met with Kevin and Dan about the sidewalk along High Street. There are some questions that need to be answered before a project can be drawn up (drainage, ADA widths, is there enough of a drop to require a guardrail, etc.)*

11. Report of Members –

a. Phil Crossman:

- i. There has been another painting contractor on the island. Phil asked if he could be asked for an estimate on the Old Fire Hall. Andy has also asked Tony Jones.*
- ii. Has had complaints about the ferry service and has drafted the issues for the Selectmen to review and will also take them to the Advisory Board. All are skeptical that anything will be done, but it will at least be documented. Phil will also ask about the additional priority requested by PIA.*
- iii. Phil also shared that someone has brought up the suggestion of no longer allowing line cars in Rockland and he plans to address that at the Ferry Advisory meeting.*

b. Pam Alley:

- i. Asked about the removal of boat trailers in the Fish Plant Parking Lot. Jim Knowlton has a piece going in the Wind next week. He has asked the Public Works for help with that. Most don't have any registration, so finding the owners may be difficult.*

12. Adjourn - Motion by Eric Gasperini to adjourn. Second by Donald Poole. Vote 5-0-0. Motion carried.

Respectfully Submitted,

Elizabeth Bunker, Deputy Town Clerk