



TOWN OF VINALHAVEN BOARD OF SELECTMEN

MINUTES

Town Office/Virtual Hybrid
Tuesday, May 23, 2023
5:00 PM

1. **Roll Call** – Selectmen Donald Poole, Pam Alley, Jake Thompson, and Donald Young; Town Manager Marjorie Stratton, and Deputy Clerk Elizabeth Bunker. Also present: David Brown and Aaron Weston. Leslie Dyer was absent.
2. **Approve Agenda** – Motion by Donald Poole to approve the agenda as presented. Seconded by Donald Young. Vote 4/0/0. Motion carried.
3. **Approve Minutes – Approve the minutes from the May 9, 2023 Meeting** – Motion by Jake Thompson to approve the minutes as presented. Seconded by Donald Poole. Vote 4/0/0. Motion carried.
4. **Approve and Sign Treasurer’s Warrants #47** – Motion by Donald Poole to approve and sign Treasurer’s Warrants #47. Seconded by Pam Alley. Vote 4/0/0. Motion carried.
5. **Communications** - None
6. **Speakers from the floor** - None
7. **Committee and Department Reports and Appointments**
 - a. **Housing Committee – Appoint Kristen Alley and Duncan Urquhart** – Motion by Donald Poole to appoint Kristen Alley and Duncan Urquhart to the Housing Committee. Seconded by Jake Thompson. Vote 4/0/0. Motion carried.
 - b. **Cemetery Committee – Appoint Sharon Philbrook** – Motion by Donald Poole to appoint Sharon Philbrook to the Cemetery Committee to a term expiring 6/2024. Seconded by Jake Thompson. Vote 4/0/0. Motion carried.
 - c. **Downtown Project Update** – The Board reviewed the report from Woodard & Curran. There was discussion on the status of easements.
8. **New Business**
 - a. **Renew Liquor License – dot & millie’s** – Motion by Jake Thompson to approve and sign Liquor License for dot & millie’s. Seconded by Donald Young. Vote 4/0/0. Motion carried.
 - b. **Open Mowing Bids** – Two bids were received: Bruce Groening for \$45,000 and David Brown for \$52,000. There is currently \$43,000 in the budget (70% from Cemeteries, 25% from Town Properties, and 5% from Sewer). The Board would like more information from Bruce Groening before awarding the contract.
9. **Old Business**
 - a. **Meeting with Aaron Weston of CAI Technologies** – Aaron Weston was present from CAI Technologies to give a presentation on the CAI program and what the updated tax maps would look like. Because of the age of our current maps, CAI recommends a complete rebuild of maps with new aerial photography. Aaron used Camden’s site to show the Selectmen the different tools available in the program – layers/filters including selecting a parcel to see

dimensions/owner/structures, flood zone, town water/sewer, and a mail merge feature, among many others. There was discussion on updates to maps and information: anything updated in Trio would be automatically changed, yearly updates done by CAI would be included in a \$5000/year agreement for hosting services and maintenance.

10. **Report of Town Manager** – Marjorie provided the Board with a year-to-date budget report. Departments should be around 87.5% at this point in the fiscal year and most lines are under that. Marjorie will be working on a memo for Ambulance Write-offs, which include balances remaining when T. G. Higgins was processing the billing.
11. **Report of Members** – There was discussion on the meeting schedule after the Annual Town Meeting. Two weeks from ATM would be July 4th. There was agreement of the Board to wait three weeks and meet July 11, 2023.
12. **Adjourn** – Motion by Donald Poole to adjourn at 5:52pm. Seconded by Jake Thompson. Vote 4/0/0. Motion carried.

Respectfully submitted,

Elizabeth Bunker, Deputy Clerk

Upcoming Meeting Schedule:

June 6, 2023 at 5pm

June 21, 2023 at 5:30pm, Annual Town Meeting

July 11, 2023 at 5pm