



## TOWN OF VINALHAVEN BOARD OF SELECTMEN

### Minutes

Town Office/Virtual Hybrid  
Tuesday, May 9, 2023  
5:00 PM

1. **Roll Call** – Selectmen Donald Poole, Pam Alley, Leslie Dyer, Jacob Thompson, and Don Young; Town Manager Marjorie Stratton; and Deputy Clerk Elizabeth Bunker.  
Also present: Deputy Josh Lemoi, Deputy Matt Cremonni, Millie Martin, Elin Elisofon, Duncan Urquhart, Banner Moffat, Kathi Young, Gabe McPhail, and Andrea Hogan.
2. **Approve Agenda** – Add 9c. Sign Town Election Warrant and School Budget Validation Referendum Warrants and take up #13. Executive Session after #4. Approve and Sign Treasurer’s Warrants.  
*Motion by Donald Poole to approve the agenda as amended. Seconded by Leslie Dyer. Vote 5/0/0. Motion carried.*
3. **Approve Minutes – Approve the minutes from the April 18, 2023 Board of Selectmen’s Meeting.** – *Motion by Donald Poole to approve the minutes as presented. Seconded by Pam Alley. Vote 5/0/0. Motion carried.*
4. **Approve and Sign Treasurer’s Warrants #45** – *Motion by Donald Poole to approve and sign Treasurer’s Warrants #45. Seconded by Leslie Dyer. Vote 5/0/0. Motion carried.*
5. **Executive Session pursuant to MRSA 405(6)A – Personnel Matter**  
*Motion by Donald Poole to enter Executive Session at 5:02pm. Seconded by Pam Alley. Vote 5/0/0. Motion carried.*  
  
*Motion by Donald Poole to come out of Executive Session at 5:08pm. Seconded by Pam Alley.*  
  
*Motion by Donald Poole to base salary increase for FY 2024 for Milsue Martin on 5.5% of \$29.50.*
6. **Communications** - None
7. **Speakers from the floor** - None
8. **Committee and Department Reports and Appointments**
  - a. **Downtown Project Update** – Gabe updated the Board on the progress of the Downtown Project. Easements are very close to completion. As soon as the lawyers sign off on Right, Title, and Interest based on easements, then the EDA can review and approve the plans, and then the project can be put out for bid. The bid package is ready as soon as all parties give approval. There was discussion on disruption to the ferry service, but those are all unknown issues at this point.
  - b. **Woodard & Curran Status Report** – Paving should start next week at the Transfer Station. Ford doesn’t have the Island Transporter scheduled so getting the numerous loads of hot-top here on the ferry may be an issue.

- c. **Knox County Sheriff's Report** – Deputy Lemoi introduced the new island deputy, Matt Cremonni. They reviewed the report of incidents from the first of April through yesterday (May 8). Deputy Lemoi said the Hunter Safety course held the weekend of April 15<sup>th</sup> and 16<sup>th</sup> was well attended and a bow safety course may be offered this fall.
- d. **Housing Committee** – Elin reported that Keith McPhearson is here doing eight home energy audits. There was discussion on having the Housing Committee resubmit a formation document with updated members and goals. Pam asked the committee to share their minutes.  
*Motion by Jake Thompson to extend the Housing Committee for three months or until the approval of their 501(c)3. Seconded by Donald Poole. Vote 5/0/0. Motion carried.*

Elin Elisofon also reported that Matt Eddy is drafting the planning commissions updates to the Land Use Ordinance.

## 9. Old Business

- a. **Resolution for Vinalhaven Housing Initiative** – *Motion by Donald Poole to approve and sign the Resolution as presented, to recognize the Vinalhaven Housing Initiative as an essential facilitator in meeting the community's responsibility to create opportunities for permanently affordable and workforce housing; and that Vinalhaven Housing Initiative will develop this housing on the island of Vinalhaven at permanently affordable rates using subsidies from government, charitable donations and other resources. Seconded by Jake Thompson. Vote 5/0/0. Motion carried.*
- b. **Tax Map Update – CAI Technologies** – The Board reviewed Marjorie's memo regarding the research she and Travis have done for alternative mapping companies. They contacted Aerial Survey & Photo, Inc, who gave a quote higher than CAI's estimate. Banner Moffat spoke on behalf of the Planning Board and how helpful this update would be for them. Marjorie suggests adding an article to the Annual Town Meeting Warrant, so funds are in place to move forward with this project. *Motion by Donald Poole to place the following article in the annual town meeting warrant: To see if the Town will vote to appropriate the balance, \$120,952.65 as of March 31, 2023, of the Coronavirus Local Fiscal Recovery Funds (aka American Rescue Plan Act or ARPA funds) received by the Town from the federal government for updating the Tax Maps and to authorize the Board of Selectmen to enter into a multi-year contract for this service. Seconded by Pam Alley. Vote 5/0/0. Motion carried.*  
The Board asked to schedule a meeting with Aaron Weston of CAI to talk about the project. Andrea Hogan asked about keeping the records up to date after the project is done. Marjorie said that was one of the questions her and Travis had asked, and to annual update maps is \$5000.
- c. **Net Factory Site Reuse Committee** – Marjorie would like to retain Gabe McPhail as the project coordinator. It is their recommendation to get the Downtown Project moving and then attention can be placed on forming this committee, probably around September. Matt Eddy has already recommended applying for a Brownfield Grant as one of the first steps. Funded by the EPA, this grant would help with soil testing. The Town could apply through Mid-Coast Council of Government.

## 10. New Business

- a. **Personnel Policy – June 19<sup>th</sup> Holiday** – Town employees were given the day off last year, but if that is to continue it is recommended that the date be added to the list of holidays in the personnel policy. Motion by Donald Poole to add the Juneteenth holiday to the personnel policy. Seconded by Leslie Dyer. Vote 3/2/0. Don Young and Jake Thompson voted against.
- b. **Dissolution of Downtown Revitalization Committee** – This committee was formed in 2015, has fulfilled its purpose, and no longer meets. It is recommended that the committee be dissolved. *Motion by Jake Thompson to dissolve the Downtown Revitalization Committee. Seconded by*

*Pam Alley. Vote 5/0/0.*

There was also discussion on dissolving the Fox Island Broadband Task Force. The last activity was in July 2022. The Committee had asked the previous Town Manager to draft an RFP and there was discussion on the possibility of working with Consolidated Communications, and to keep an eye out for broadband grants. It is recommended that this committee be dissolved.

*Motion by Donald Poole to dissolve the Fox Islands Broadband Task Force. Seconded by Leslie Dyer. Vote 5/0/0. Motion carried.*

- c. Sign Town Election Warrant and School Budget Validation Referendum Warrants –** *Motion by Jake to sign the Town Election Warrant and the School Budget Validation Referendum Warrants. Seconded by Donald Poole. Vote 5/0/0. Motion carried. The warrants were passed for signatures.*

**11. Budget**

- a. Final Review and Tax Rate –** There was discussion on the mill rate and the amount of fund balance to use. *Motion by Jake Thompson to use \$712,500 from fund balance in this year's budget. Seconded by Don Young. Vote 5/0/0. Motion carried.*

There was discussion on using fund balance or previously authorized funds for paving. Millie would like to address the Round the Island Road.

**12. Report of Town Manager –**

Marjorie received an estimate from Seacoast Security for a camera system at the Transfer Station of \$6,700.

There was a request to discontinue maintenance of Sailor's Way at the end of Calderwood's Neck. It was believed that this is still considered a Town Road. Marjorie will start the process of "presumption of abandonment."

There will be a company coming to put gutters on the front of the Washington School. The extensive rot has been fixed on the meeting room side of the building, and clapboards will be replaced once the gutters are up.

**13. Report of Members**

Jake had been asked why Meklin trucks had a priority on the ferry. Millie said they were bringing material for the Town. They do not get priority for private jobs.

Leslie said there is a service at Cummings Cemetery this weekend and asked if the cemetery could be tended before then. Marjorie will call Jensen Bruns.

Don Young asked if we could get legal clarification on options for cutting back bushes along the roadway. Millie has been getting some pushback when approaching landowners.

Pam asked that the Main Street parking lot get tidied up for Memorial Day services.

- 14. Adjourn –** *Motion by Donald Poole to adjourn the meeting at 6:35pm. Seconded by Leslie Dyer. Vote 5/0/0. Motion carried.*

Respectfully submitted,

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Elizabeth Bunker, Deputy Clerk