



## TOWN OF VINALHAVEN BOARD OF SELECTMEN

### MINUTES

Tuesday, February 7<sup>th</sup>, 2017

6:00PM

TOWN OFFICE

1. **ROLL CALL** – *Selectmen Eric Gasperini, Pamela C. Alley, Phillip Crossman and Emily B. Lane; Town Manager Andrew J. Dorr; and Town Clerk Darlene M. York.*

*Also present were Frank Laurie, Betsy Hopkins, Linnell Mather, Delwyn Webster, Pat Lundholm, Josh Elicker, Cassie Bennard, Steve Rosen, Alice Bissell and Lisa Shields via phone.*

2. **MINUTES** – *Approve the minutes from the January 10<sup>th</sup>, 2017 Meeting – There was a consensus of the Board to change the heading to “Minutes” and to add “and the December 29<sup>th</sup>, 2016 Special Meeting” to 2. Minutes. Motion by Phil Crossman to approve the minutes from the January 10<sup>th</sup>, 2017 Meeting as amended. Second by Emily Lane. Vote 4-0-0. Motion carried.*
3. **APPROVE AND SIGN TREASURER’S WARRANTS #32** – *Motion by Emily Lane to approve and sign Treasurer’s Warrants #32. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*
4. **APPROVE AGENDA** – *There was a consensus of the Board to add agenda items 5a. Maine Medical Center Research Institute for Vector-Bourne Disease Laboratory; 7h. Transfer Station Ordinance Update Committee; and 7i. Knox County Sheriff’s Office Report. Motion by Emily Lane to approve the agenda as amended. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*
5. **COMMUNICATIONS**
  - a. **MAINE MEDICAL CENTER RESEARCH INSTITUTE FOR VECTOR-BOURNE DISEASE LABORATORY** – *The report on the Summer/Fall tick study has been received, Andy will email to Board Members.*
6. **SPEAKERS FROM THE FLOOR** – *Delwyn Webster congratulated the Board on the great turnout at this meeting and asked if the Board had ever considered having the meetings shown online.*

## **7. COMMITTEE AND DEPARTMENT REPORTS/APPOINTMENTS**

- a. Accept & Appropriate Donations** – *Motion by Emily Lane to accept and appropriate \$150 to the Ambulance Equipment Reserve; and \$2,600 to the Fire Department Reserve. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*
- b. Board & Committee Appointments** – *Motion by Eric Gasperini to appoint Margaret Qualey to the Budget Committee for a term ending June 2018. Second by Emily Lane. Vote 4-0-0. Motion carried.*

*Motion by Eric Gasperini to appoint Derek Dickinson to the Sidewalk Committee for a term ending June 2017. Second by Emily Lane. Vote 4-0-0. Motion carried.*

- c. Ambulance Reports** – *Ambulance reports were reviewed. One night a ferry run was not able to be made as the Captain couldn't find one or more of the crew members. There is now a new MSFS policy requiring that the on duty Captain know the whereabouts of the crew. If this happens again, and there is no way to transport a patient off the island, we would recommend the patient be transported to ICMS and cared for by ICMS personnel with the EMS call ending. A new call would need to take place when transportation off the island can be arranged.*
- d. Park Commission Report** – *Park Commission meeting minutes were reviewed. Great to know that they are accomplishing a lot. The wooded play structure at the Owen Webster Playground was removed. There was a discussion on the possibly of moving the General Wool Monument. Linnell Mather spoke in favor of leaving it where it is.*
- e. Road Commissioner's Reports** – *Road Commissioner's Reports were reviewed. There was an issue on the Poor Farm Road. They put stone down, it's the best we can do this time of the year. Emily Lane asked if the stone was compacted before this snow. Emily Lane asked about the Crockett's River Road ditching issues. Phil Crossman asked about ditching at the Thorofare. Andy stated a trench was dug, it's an improvement but not great. Need to add pitch and possibly install a culvert across the road. Phil Crossman asked why only Main Street sidewalks were cleared after the last storm and not any others. Andy stated he would need to check with Dan. Pam Alley asked about the puddle by the Sewer Plant.*
- f. Sea Level Rise/ Grant Update** – *Working on grant requests still. Phil Crossman pointed out a Grant listed in the MMA Legislative Bulletin for Jan 27, 2017. Andy to look into.*
- g. Sewer Commissioners Report** – *The Sewer Commissioners met last week. The Wastewater Department 6 month year-to-date financial reports were reviewed. Billing and a possible rate increase, needs to be on the Boards radar. It was suggested to start funding for future capital investments. They have had internet issues at the Sewer Plant but are fixed now. Need to budget for a new computer in next year's budget. We are operating at 25% of capacity now and 50% of capacity in the summer, at the most. There was a discussion on getting a camera scope into the pipes to see if there are any sludge problems.*

- h. Transfer Station Ordinance Update Committee** – *The Transfer Station Ordinance Update Committee Report was reviewed. There was a consensus of the Board that they were happy with the work already done by the Committee and they agreed with the Committee's vision.*
- i. Knox County Sheriff's Office Report** – *Knox County Sheriff's Office Report was reviewed. Andy to invite the new Supervisor to visit the island. Delwyn Webster stated he was interested in being a bail commissioner. It was suggested for him to contact the Knox County Sheriff's Office directly.*

## **8. OLD BUSINESS**

- a. Public Works Garage** – *There was a site visit at the Airport Property yesterday. Andy is working on the minutes. Delwyn Webster suggested that the PW Building Committee review the site if this location is being considered. It was stated that at this location there would be an issue with loaded trucks on nights like this. Phil Crossman asked Delwyn Webster if he had any survey date for this property. Delwyn stated yes, he did. Josh Elicker stated that he and Cassie, as abutters, were concerned with noise and real estate values.*
- b. Carrying Place Bridge** – *Geotechnical Study is recommended by the Engineer, especially if we are looking to move and raise the road. Costs are estimated to be \$5,000 - \$6,000. Delwyn Webster asked about the cost of the temporary bridge. Phil Crossman asked that we look more carefully into less costly alternatives such as raising the approaches while constructing the new surface elsewhere, then installing it with a very few days disruption instead of building a new temporary bypass. Andy to try to setup a phone call with Randy, Bill Lane, and himself to discuss the project. Motion by Eric Gasperini to go ahead with the Geotechnical Services with Summit Geoengineering Services. Second by Emily Lane. Vote 4-0-0. Motion carried.*
- c. Town Floats RFP** – *Andy previously provided the Board with input from Frank Thompson and Foy Brown. Alice Bissell asked if the new Thorofare float would be larger. Andy stated it is hoped to possibly fix or modify the current float and to place a second float seasonally. Motion by Emily Lane to move forward with the RFP for the wooden float. Second by Eric Gasperini. Vote 4-0-0. Motion carried. The Board thanked Andy for all of his work on this and asked that it be in next weeks "Wind".*

## **9. NEW BUSINESS**

- a. Liquor License Application – John Feingold d/b/a Salt Restaurant** – *Motion by Emily Lane to approve and sign Liquor License Application for John Feingold d/b/a Salt Restaurant. Second by Phil Crossman. Vote 4-0-0. Motion carried. Application was passed for signatures.*
- b. Boy Scout Point, Lane's Island Property** – *The property owned by Inland Seafood is in the process of being sold. Years ago the well for the property was dug on the property deeded to the Town. They are asking if the Town would consider an easement. There is also a question on where the septic system is located. Motion by Phil Crossman to grant an easement. Linnell Mather stated that the deed states that the*

*property is to be used for educational purposes. A land swap was also suggested. Phil Crossman withdrew his motion. MMA Legal has suggested contacting a real estate attorney. It was also stated that if an easement is to be granted it needs to go to a Town vote. Motion by Phil Crossman to place on the next meeting agenda and to consult with the Town's Attorney. Second by Eric Gasperini. Vote 4-0-0. Motion carried. Emily Lane stated that we also need to be sure of where the septic system is located.*

- c. Estate of Ogden-Chaffey** – *The estate is being settled and the Town is due to receive it's 25%. This money was willed to the Town "specifically for academic and vocational scholarships for local high school students." When the initial money came in, the Town received the funds and upon a town meeting vote transferred that money to PIE through the school for the scholarship fund. The letter is asking us to sign and accept the amount of money and we can then decide how to proceed, but assume we will do the same thing as before. It will need to go before a Town vote to transfer to the school again. Motion by Phil Crossman to accept and authorize Andrew Dorr to sign on behalf of the Town. Second by Emily Lane. Vote 4-0-0. Motion carried.*
- d. FY 18 Budget – Draft** – *A preliminary draft budget was presented to the Board for review. The Budget Committee will be meeting on Monday.*
- e. Equivalent User Change Request** – *Motion by Emily Lane to change 19 Pleasant Street (Miles & Faye Grant) to a single wastewater user. Second by Phil Crossman. Vote 4-0-0. Motion carried.*
- f. Sewer User Abatement** – *Miles and Faye Grant are asking for an abatement of sewer user fees. The Sewer Commissioners recommend going back one year. Motion by Phil Crossman to go with the Sewer Commissioners recommendation and to abate going back one year. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*
- g. Sewer Loan Accounts** – *We have 74 loan accounts that are delinquent with a total outstanding balance of \$14,931.36. Of these, 25 accounts owe more than \$100 with an approximate balance of \$14,750. Motion by Phil Crossman to write-off Sewer Loan accounts with balances under \$100. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*
- h. Property Tax Abatement** – *Building assessment has now been combined with the land assessment. Motion by Eric Gasperini to abate the Marriner taxes for 2013, 2014, 2015 and 2016 for a total of \$1,137.56. Second by Phil Crossman. Vote 4-0-0. Motion carried.*

**10. REPORT OF TOWN MANAGER** – *There was a consensus of the Board to sell the speaker and microphone system and to leave the negotiating up to Andy.*

*There was a consensus of the Board that more information is needed on the chainsaw. Still waiting for a list from Public Works.*

*Motion by Phil Crossman to auction the painting from the Bill Brown Estate with the Thomaston Auction House. Second by Eric Gasperini. Vote 4-0-0.*

*ICMA attendance is listed in the Town Manager Contract. Andy reviewed associated costs with the Board and stated that lots of colleagues rave about the conference. There was a consensus of the Board to have Andy attend the ICMA Conference and stated there was no need for approval if it is in the contract.*

*There was a consensus of the Board to put out an RFP for banking services. Andy to look for Banking RFPs.*

*Financial Reports were reviewed.*

- 11. REPORT OF MEMBERS** – *Pam Alley stated that across the street from the Landfill was a mess. Phil Crossman suggested adding this to the job descriptions. Delwyn Webster stated there was lots of trash at the Thorofare and asked about trash cans. It was stated that they are taken up for the winter. Delwyn suggested placing cans out of the way for plowing at the Thorofare and by the bottle redemption site in the parking lot. Motion by Phil Crossman to place trash cans at both sites. Second by Emily Lane. Vote 4-0-0. Motion carried.*

*Pam Alley asked about the Town Wharf. Eric Gasperini stated it is already significantly better. Andy will be billing for boats and unregistered vehicles.*

*Emily Lane asked about the Leo's Lane road sign. Andy stated he will be ordering from Bangor.*

*Pam Alley asked about the fence on the hill by the Public Works Garage. Andy stated it is an insurance claim. He submitted an estimate from Tom Fence and has received the go ahead from the insurance company.*

*Emily Lane stated there were 2 ATV's coming out of the school lane, one doing a wheelie.*

*Phil Crossman asked about the signs at the school. Andy stated we need an electrician to look at. Emily to call with the name of an electrician.*

*Phil Crossman asked about the Washington School Landscaping. Andy stated it will be done in the spring.*

*Phil Crossman asked about Lighting on Main Street. Andy has talked to chip about installing more street lights.*

*Phil Crossman asked about higherplane.com. Andy stated the costs have been picked up by Lifeflight.*

*Phil Crossman asked about the website. Andy stated they are working on the content and should be up in 8-10 weeks.*

*Phil Crossman asked about the ball ground property. Andy stated he has not heard anything official yet from MCHT.*

*Phil Crossman asked about the rocks at the Landfill that Delwyn Webster had asked about. Del stated that he was no longer interested as the rock he was interested in is gone.*

*Phil Crossman asked about the Downtown Revitalization. Andy to forward minutes to Phil. Phil Crossman asked about the Harbor Study that was done by Larry Hesseltine and Sean Gambrel. Andy stated the information is dated and that it was never completed.*

*Phil Crossman asked if Andy has any estimates for the repairs to the marine railways. Andy stated not yet as he assumed they were going to be part of a SHIP Grant. Andy to try to get estimates.*

*Phil Crossman asked about the Galamander. Andy stated that no one showed up on the scheduled date and they haven't rescheduled. Phil stated that he would be willing to join them.*

*Phil Crossman asked if the Town owned a ditching tool. Andy stated that the Town owns a bucket that was used on the old backhoe and need to be modified for use on the new backhoe. This still will have a limited range of motion so Andy recommends subbing it out.*

*Phil Crossman asked about the plywood on the Indian Creek Footbridge. Andy stated the bridge was placed all built so there is not a safe way to access the timbers. Phil to look at it.*

*Phil Crossman asked a community meeting for Sea Level Rise. Andy stated yes, in February as time allows.*

*Phil Crossman asked about the Sidewalk by "Adair's". D & S Jacking, Kevin & Danny will be working on this in the spring.*

*Phil Crossman asked about a donation to Lifeflight. It was stated that it will be considered during the budget process.*

*Phil Crossman asked about moving the Eagle from its current location on Main Street. Possible locations mentioned were the school, at the Fish Plant Wharf or by the Veteran's Memorial by the Bank. There was a consensus to place an ad looking for suggestions in the "Wind".*

**12. EXECUTIVE SESSION – Executive Session pursuant to 1 M.R.S.A §405(6)(F) to discuss an Ambulance Hardship Reduction/Waiver Application – Motion by Eric Gasperini to enter into Executive Session at 8:25 PM pursuant to 1 M.R.S.A §405(6)(F) to discuss an Ambulance Hardship Reduction/Waiver Application. Second by Phil Crossman. Vote 4-0-0. Motion carried.**

*Motion by Emily Lane to come out of Executive Session at 8:27 PM. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*

*Motion by Eric Gasperini to grant a hardship waiver for ambulance run 16-28/52324. Second by Emily Lane. Vote 4-0-0. Motion carried.*

**13. EXECUTIVE SESSION - Executive Session pursuant to 1 M.R.S.A §405(6)(A) to discuss the Town Manager's Contract -** *Motion by Eric Gasperini to enter into Executive Session at 8:27 PM pursuant to 1 M.R.S.A §405(6)(A) to discuss to discuss the Town Manager's Contract. Second by Pam Alley. Vote 4-0-0. Motion carried.*

*Motion by Emily Lane to come out of Executive Session at 8:29 PM. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*

*No action taken.*

**14. ADJOURN –** *Motion by Eric Gasperini to adjourn at 8:30 PM. Second by Emily Lane. Vote 4-0-0. Motion carried.*

**Next Board of Selectmen's Meeting: Tuesday, February 21<sup>st</sup>, 2017**

*Respectfully Submitted,*

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*Darlene M. York, Town Clerk*