MINUTES



**Town of Vinalhaven**

**Board of Selectmen**

Monday, July 22th, 2019

6:00 PM or

Immediately Following Executive Session to begin at 5:30 PM

TOWN OFFICE

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

*Also present were Janann Sherman, David Arey, Joy Mills, Gabe McPhail, Mark McCarthy, Jeremy Robishaw and Elin Elisofon.*

1. **Executive Session** – **Pursuant to MRSA 1 Section 405(6)(c)** - *Motion by Eric Gasperini to enter into
Executive Session at 5:36 PM pursuant to MRSA 1 Section 405(6)(c). Second by Pam Alley. Vote 3/0/0. Motion carried.*

*Motion by Eric Gasperini to come out of Executive Session at 5:45 PM. Second by Donald Poole. Vote 3/0/0. Motion carried.*

1. **Minutes** – **Approve the minutes from the July 8th, 2019 Meeting** - *There was not a quorum to approve the minutes for the July 8, 2019 meeting.*
2. **Approve and Sign Treasurer’s Warrants # 4 -** *Motion by Eric Gasperini to approve and sign Treasurer’s Warrant’s #4. Second by Donald Poole. Vote 3/0/0. Motion carried.*
3. **Approve Agenda -** *Add 13. Executive Session Pursuant to MRSA 1 Section 405(6)(C). Motion by Eric Gasperini to approve the agenda as amended. Second by Pam Alley. Vote 3/0/0.*

1. **Communications -** *None*
2. **Speakers from the Floor -** *None*
3. **Committee and Department Reports/Appointments**
	1. **Planning Board Appointment &**
	2. **Sewer Commissioner’s Appointment** - *The Board dealt with these items together. Brendan Meagher would like the be appointed to the Planning Board, Bryan Applegate would like to be appointed as a Planning Board Alternate, and Tanya Robishaw would like the be appointed to the Sewer Commission. Motion by Eric Gasperini to appoint the aforesaid to the appropriate committees. Second by Donald Poole. Vote 3/0/0. Motion carried.*
	3. **Road Commissioner** - *The Board reviewed Dan Bickford’s reports.*
	4. **Transfer Station Report** - *The Board reviewed the report. The ram was replaced in the single stream compactor and everything seems to be running again.*
	5. **Woodard & Curran Status Report** - *The Board reviewed the Woodard & Curran Status Report and the updated Public Works project costs with engineering fees now included. The estimate is now $408,755 over what was budgeted.*
4. **Old Business**
	1. **Public Works Garage**
		1. **Update on P&S** - *Andy reported that there has been no progress on the P&S agreement. Joy was present at the meeting and there was discussion on putting the power lines underground. Bill Mills has said he would dig the trench for free.*

Phil Crossman Arrived

* + 1. **Cost Estimates** - *See 8e.*
	1. **Star of Hope Building Improvements Update** - *The Board reviewed an email from Larry Sterrs outlining the progress made at SoH. Mont Conway has agreed to serve as General Contractor and help with scheduling and coordinating contractors. He has a meeting with Horch to discuss roofing plans, and once that is finalized Quinlan can begin pest removal. Members of the Board all agreed they were impressed with the responsiveness of Larry and the SoH Foundation.*

Jake Thompson arrived.

1. **New Business**
	1. **Broadband RFP – Final Review** - *The Broadband committee met recently and made some additions to the working draft of an RFP. They were just notified that they will be betting a grant from the Island Institute ($15,000). Stephanie at the Island Institute has recommended some changes in wording, but they hope to have the RFP out by the 29th.*

 *There was a consensus of the Board that they are comfortable enough with the committee’s decisions to approve a final draft to go out as soon as it is ready.*

 *Motion by Eric Gasperini to approve the final draft of the Broadband RFP. Second by Donald Poole. Vote 5/0/0. Motion carried.*

* 1. **Town Parks/Property - Rules/Policy/Ordinance** - *There is already a Quarry ordinance, but Andy is wondering if this should be expanded to include Parks or if a separate ordinance could be created for use of town parks. One complaint has been drinking at the quarries. Andy spoke with the deputy who said the law states no public drinking within 200ft of a conspicuously placed sign, or if you’ve previously been told not to. Eric recommended that Pam call a meeting of the Parks Commission and get their recommendations.*
	2. **Fire Department Training Grant** - *Jessica Martin and Marc Candage have been working on getting grant money for an officers training for North Haven and Vinalhaven (combined, about 20 people). They are looking to get about $5,000-6,000 to pay for the course and have found a couple options for grants to apply for.*
	3. **Surplus Equipment** – Jeep - *The Utility Jeep needs a new gas tank, which is estimated to cost about $600. There was a consensus of the Board to put it out for bid.*
	4. **Public Works Equipment** – Post Driver and Asphalt Hot Box -
	*Hot Box: There is money budgeted for a Hot Box to help with patching roads. Andy presented the board with three quotes. The Board ask that Andy put the options into a spreadsheet to compare options and to ask the Public Works crew for their input. Jake asked to see if any of them came with a warrantee.
	Post Driver: The Public Works crew won’t be driving sign posts with the backhoe any more so Andy has been looking into post drivers. They range from roughly $1,600-$2,500. There was a consensus of the Board to allow the Town Manager and the Road Commissioner to make a decision and purchase.*
	5. **Vinalhaven Ferry Tariff Committee Mission** - *Phil Crossman would like the Tariff Committee to adopt a mission statement (which he read to the board.) The Tariff Committee reports to the Selectmen, who would then report to their Advisory Board Member. Motion by Phil Crossman to adopt the Ferry Tariff Committee Mission Statement. Second by Pam Alley. Vote 5/0/0. Motion carried.*
	6. **Sewer Abatement** - *The Sewer Commissioners met and reviewed the abatement for 5 Summer Street. The abatement is for the last 4 quarters from 2 users to 1 1/2 users. The Sewer Commission recommends to grant the abatement. There was discussion on reviewing the Sewer Use Ordinance.
	Motion by Eric Gasperini to grant the abatement. Second by Donald Poole. Vote 5/0/0. Motion carried.*
	7. **Sewer FY 20 Budget Approval** - *Andy will send this to the Board for the next meeting.*
	8. **Selectmen’s Goals 2019-2020** - *Will be addressed at the next meeting.*
1. **Report of Town Manager -** *The composting grant has been reviewed and approved, but a site needs to be decided. The project needs a 100x25’ space. The space that had been previously designated is now full of material from ditching. A quote previously obtained from Mills estimated $10,000 to move the material from the Rod & Gun Club land to the new Public Works site (this was before the material for ditching had been added). There is land at the airport to have the compost there. The location was not essential to signing the contract, but needs to be settled upon to begin the project. David Arey has been screening material at the Rod & Gun Club site. David had been taking truck-for-truck loads of screened material as payment. David asked if there is enough fill to use at the new Public Works site, and the answer was yes, and probably much more. David also said he would screen out the brush from the ditching material and move it to the burn pile at the Transfer Station. Mark McCarthy was present to represent the Rod & Gun Club. He asked that the R&G use some of the fill for pot holes and get the road graded. The Board thought that was a reasonable request. There was a consensus of the Board to allow David to get as much done as possible by September 1st and then make a decision on moving the material to the Public Works site and the composting project should move ahead as if this will be the site for the project.

Fuel Bids: The Board agreed to ask for fuel bids. Andy thought they could be ready for the next meeting.

Kerry and Rick Petree are finalizing an EMS transport policy and creating a mutually agreed upon hierarchy based on medical necessity.

The new proposed rates for the ferry have been published. There will be a public hearing - no date/location announced yet (sometime between now and the end of August).

Andy has an email into the owners of the Harborside Apartments but has no reply yet. Andy drafted a one page letter to possible community advisors and Larry Sterrs offered to look it over (he has worked with committees like this before). Elin Elisofon asked if the Housing committee had been involved and Phil said that Jeff Aronson (chair of the committee) had met with Phil and Andy and he should be in contact with the committee.

It was asked that Public Works see about painting lines for the “stand-by” line to have the attendant be able to walk along the guard rail of the upper parking lot and not out in traffic. Mark Higgins is asking for 30” but this would then change the distance to the center line of the Sands Road. It was discussed that maybe Mark could get an engineer to come look at road and space available. There was also discussion on converting the parking lot to be able to drive all the way through and creating diagonal parking spots and thus increasing the available room for the stand-by line.*
2. **Report of Members -***Donald Poole: asked to discuss the increase in ticket prices. Andy said the new prices proposed were based on the route of the ferries (cost of service). There was discussion on the previously proposed 17% increase, but it is apparent now that even that increase wouldn’t have been enough to cover costs. A finance committee has been created to hold the state accountable. There was discussion on favoring an 11:15 boat vs. 10:30, and going back to a 4:30 ferry in the winter. Having the ferry at 11:15 would also put the crew in their home port for lunch. Motion by Eric Gasperini to recommend an 11:15 ferry and demand a 4:30 ferry to the Ferry Advisory Board. Second by Donald Poole. Vote 5/0/0. Motion carried.

Phil Crossman: The Chamber of Commerce built and maintained the bulletin board at the Post Office. The owners of the property have given permission to expand the bulletin board to three panels. The Chamber has asked that the Town split the cost of building the new panels. The Chamber will maintain the boards.

Phil asked about Landscaping: Pam spoke with Merry Boone and both Merry and Linnell are in agreement that a landscaping company should be hired. That the initial project is too much for a single person (or even a couple persons). Andy said it was budgeted to paint the exterior of the Town Office. If that was forgone there would be funds to hire a landscaper. Motion by Phil Crossman to solicit a proposal from mainland landscaping companies. Second by Eric Gasperini. Vote 5/0/0. Motion carried.

Phil asked about drainage along Lake View Street and getting the water to flow into that catch basin. Due to work done on the house at 5 Summer Street the water doesn’t run like it should and Phil asked if the Town could expose the ditch to get the water to flow better.*
3. **Executive Session - Pursuant to MRSA 1 Section 405(6)(C) -** *Motion by Eric Gasperini to go into Executive Session at 7:25 PM pursuant to MRSA 1 Section 405(6)(C). Second by Donald Poole. Vote 5/0/0. Motion carried.*

*Motion by Eric Gasperini to come out of Executive Session at 7:27 PM. Second by Donald Poole. Vote 5/0/0. Motion carried.*

*Motion by Eric Gasperini for Town Manager to ask for Warrantee Deed by July 31st, 2019. Second by Phil Crossman. Vote 5/0/0. Motion carried.*

1. **Adjourn -** *Motion by Eric Gasperini to adjourn at 7:28 PM. Second by Phil Crossman. Vote 5/0/0. Motion carried.*

Next Board of Selectmen’s Meetings: **Tuesday,** August 13th, 2019 at 6:00 PM

 **Tuesday,** August 27th, 2019 at 6:00 PM

*Respectfully Submitted,*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Elizabeth Bunker, Deputy Clerk*