MINUTES



**Town of Vinalhaven**

**Board of Selectmen**

Tuesday, November 26th, 2019

Immediately Following Public Hearing (5:30 PM)

Vinalhaven Town Office

1. **Roll Call –** *Selectmen Eric Gasperini, Pamela C. Alley, Phillip Crossman, and Donald W. Poole; Town Manager Andrew J. Dorr; and Deputy Town Clerk Elizabeth Bunker. Jacob Thompson was absent.*

*Also present were Marc Candage, Kerry McKee, Peter Gasperini, Gabe McPhail, and Brent Bridges.*

1. **Minutes – Approve the minutes from the October 29th, 2019 Workshop and the November 12th, 2019 –** *No Minutes for the October 29, 2019 Goals Workshop.*

*Motion by Eric Gasperini to approve the minutes from the November 12, 2019 meeting as written. Second by Pam Alley. Vote 4/0/0. Motion carried.*

1. **Approve and Sign Treasurer’s Warrants # 22 -** *Motion by Eric Gasperini to approve and sign Treasurer’s Warrants #22. Second by Donald Poole. Vote 4/0/0. Motion carried.*

1. **Approve Agenda – *Add 5b. Star of Hope.***  *Motion by Eric Gasperini to approve the agenda as amended. Second by Donald Poole. Vote 4/0/0. Motion carried.*

1. **Communications** 
   1. **Vinalhaven Yearbook** – *Motion by Eric Gasperini to place a 1/4-page ad in the Exile. Second by Phil Crossman. Vote 4/0/0. Motion carried.*
   2. **Star of Hope** - *Andy shared an email communication from the Star of Hope Foundation about the community survey.*
2. **Speakers from the Floor –** *Pete Gasperini asked about the work being done on the ferry pen. Andy said he could share the project information he has.*
3. **Committee and Department Reports/Appointments**
   1. **Downtown Revitalization Committee Update –** *Gabe reported that the Downtown Committee is meeting on December 17. Andy and Gabe met with Brent this afternoon. They also had a Community Development meeting with Emily Lane, Steve Cashin and Carrie Cameron.*
   2. **Sea Level Rise Committee Update** – *Nothing to report.*
   3. **Waste Watchers Update** – *Waste Watchers met last night. The composting site is prepped, and they have 15 cu. yds. of manure available.*
   4. **Knox County Sheriff’s Office Reports** – *The Board reviewed 4 months of Sheriff’s reports.*
   5. **Road Commissioner’s Report** – *The Board reviewed Dan Bickford’s weekly reports. Andy, Brent, and Dan met today to look at Indian Creek Bridge. The steps to the bridge will need to be replaced. Chris Kolofsky has looked at the steps and also the I-beams supporting the bridge that are rusting.*
   6. **Woodard & Curran Status Report** – *Brent updated the Board on several topics.  
      Drainage: Brent looked at the drainage issue on Main Street in front of Creelman Farm Store (50 Main Street).   
        
      Guardrails: Brent discussed creating a “template” for determining need and type of guardrails.  
        
      Downtown: Brent has looked at the Downtown Master Plan and thinks it’s a very good document.  
        
      Harbor Study: The town was awarded $35,000 for a Harbor Study. Brent will begin work on this.  
        
      Carrying Place Bridge: Brent presented the design for a single-lane bridge. This eliminates the work needed on the curve of the road had a two-lane design had been chosen. The current design raises the deck of the bridge 1ft., but Brent will do a cost/benefit analysis on raising it further. The current plan would be to remove what is currently in place, pour new footings, place pre-cast bridge, and reface with granite. A temporary by-pass bridge will still be needed. If this is approved asap, construction could begin in April-May.  
        
      Public Works: Brent showed the latest PW building design - office/work area, three bays, and covered port - and the Board discussed two salt shed options.  
        
      “Option 4”: Brent’s final attempt to present a cohesive Public Works/Transfer Station site combination. If three acres can be purchased across from the current Transfer Station, that could become the new Transfer Station with better layout and flow (also allowing work to be done without shutting down the Transfer Station or hindering operation while remaining open). The current Transfer Station site would then become Public Works, using the same building and salt shed design. Brent feels this could all be accomplished by next winter if all cards fall into place and approved by the Town. The current Public Works project is $400,000 over budget - even with adding land purchase and Transfer Station updates the total of the complete project is $1,900,000. The Board felt it was worth considering and having a Public Meeting. Gabe has tried to contact the property owners, and as the land has been for sale previously, is hopeful they will be interested. It was decided to wait until the December 10 meeting to see if there is any response.*
4. **Old Business**
   1. **BOS Strategic Plan** – *There was discussion on weeding out “needs” vs. “goals” for the next meeting. Next Workshop: December 18, 2019 at 4:30pm.*
5. **New Business** 
   1. **Ambulance Equipment Reserve Purchase Request** – *Kerry is requesting to purchase two child/baby transportation seats for the ambulances. There is new protocol being implemented in December that requires these seats (regular car seats cannot be attached to the stretcher). Motion by Phil Crossman to approve the purchase of two Ferno Pedi-Mate pediatric transportation seats ($340 each). Second by Eric Gasperini. Vote 4/0/0. Motion carried.*
   2. **Draft 2020 Knox County Budget** – *There was discussion on subscription to MCEDD being included in the Knox County budget. Andy and Rick Lattimer met with a smaller group to further discuss the Knox County Sheriff’s contract (see Town Manager’s Report 5a).*
   3. **Aquaculture Lease – Phoebe Jekielek** – *Motion by Eric Gasperini to approve the Aquaculture Lease for Phoebe Jekielek in Carver’s Pond. Second by Phil Crossman. Vote 4/0/0. Motion carried.*

*There was discussion on creating a policy for future lease applications.*

1. **Report of Town Manager –** *There was discussion on the franchise agreement with Charter Communications. The agreement sets a term of 15 years, but the Board would be in favor of a shorter term.  
     
   Christmas falls on Wednesday this year. Motion by Eric Gasperini to close the Town Office all day Tuesday, December 24, and reopen at noon on Thursday, December 26. Second by Donald Poole. Vote 4/0/0. Motion carried.*
2. **Report of Members –** *None*
3. **Executive Session - Executive Session pursuant to 1 M.R.S.A. § 405(6)(E) – Legal Matter –** *Motion by Eric Gasperini to enter into Executive Session at 8:00 PM pursuant to 1 M.R.S.A. § 405(6)(E) – Legal Matter. Second by Donald Poole. Vote 4/0/0. Motion carried.*

*Motion by Eric Gasperini to come out of Executive Session at 8:10 PM. Second by Donald Poole. Vote 4/0/0. Motion carried.*

1. **Adjourn -** *Motion by Eric Gasperini to adjourn at 8:11 PM. Second by Donald Poole. Vote 4/0/0. Motion carried.*

**Next Board of Selectmen’s Meetings:**

**Regular Meeting: Tuesday, December 10th, 2019 at 5:30 PM – Town Office Downstairs**

**Strategic Plan Workshop: Wednesday, December 18th, 2019 at 4:30 PM – Town Office Upstairs**

*Respectfully Submitted,*

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*Elizabeth Bunker, Deputy Town Clerk*