



TOWN OF VINALHAVEN BOARD OF SELECTMEN

MINUTES

Wednesday, March 18, 2020

5:30 pm

Emergency Meeting

Meeting held virtually through Facebook Live

This was a virtual meeting in which some BOS members participated remotely. The public may view the meeting by going to the Town of Vinalhaven Facebook page. This recording will also be made available and posted to the Town of Vinalhaven YouTube page.

Eric Gasperini opened the meeting with a greeting:

Thank you everyone for joining us tonight. We hope this meeting's live stream will reach you with success and be informative. The last couple weeks have presented some new challenges for us to respond to and we would like to both, provide you with information about how we have modified our services in response to Covid-19, and discuss the actions we can take as a community to support one another and minimize the opportunity for community spread. There are some ground rules tonight for this live stream meeting: All board members will acknowledge roll call and all votes will be by roll call. All in person meeting participants will introduce themselves. This will be a discussion of the Board of Selectmen and not a dialog of those viewing virtually. This meeting is being recorded and will be made available on the Town website. Any questions asked in the text display will be answered and available as soon as possible, but not during the meeting.

1. **Roll Call** – Selectmen Eric Gasperini, Pamela C. Alley, Phillip Crossman, Donald Poole, and Jacob Thompson; Town Manager Andrew J. Dorr; PHC/EOC Members Marc Candage, Kerry McKee, Jennifer Desmond, Pat Lundholm, and Gabe McPhail.
2. **Agenda** – Motion by Eric Gasperini to approve the agenda as written. Second by Jake Thompson. Vote 5-0-0. Motion carried.
3. **Covid-19 Community Response** –
 - a. **Changes to town services and personnel policy:**
 1. **Municipal Services** – Marc Candage talked about the Public Safety Building, like all town buildings now are locked to the public, but are still providing all emergency services and are working remotely (zoom meetings, burn permits available by phone call, etc.). In an effort to limit exposure, emergency calls are being handled with the minimum number of responders and temperatures are being taken regularly. EMS is following the same procedure. They have gone through the “storm contact list” (people to check on during a snow storm/power outage) and made sure it's up-to-date and complete; they have contacted over 100 people to let them know what's going on, answer questions, and provide resources. Kerry said that responders to an emergency call will be in full PPE – face masks/goggles, gowns, etc – and had a training in February on PPE equipment and feel comfortable using it. She also mentioned possible changes to the call schedule; currently in a preparation mode, but if changed to a response mode the schedule may change.
 2. **CEO/LPI/Assessor** – Andy said that a lot of the CEO/LPI interaction is being done over the phone or email. Any paperwork requiring signatures is being done through the mail. Wes

Robinson is still working towards the April 1 property assessments which can all be done outside and without personal contact. He is available by phone or email.

3. **Transfer Station** – *Slightly modified process at the Transfer Station. The door to the office is locked, looking into ways to reduce the exchange of money and encouraging the use of the account system. There was discussion on what would happen if there was a change in services, either with the hauling company or with the ferry service and trying to scale the amount of waste taken in. There has also been some cross training with members of the Public Works.*
 4. **Library** – *The building is closed to the Public but both Scott and Linda are available to take requests for books, movies, and audio books. Arrangements can be made to pick publications up outside, and returns can be made through the drop slot.*
 5. **Town Office Building** – *Also closed to the public. Processing most everything over the phone or through email. Payments can be made through the mail, or with CC. Most forms and applications are available on the Town's website.*
 6. **Public Health Team** – *Team consists of Kerry, Marc, Jenn, and Andy meeting daily and trying to stay on top of updates as information comes out.*
 7. **Personnel Policy** – *There was discussion on making allowances for paid admin leave and paid time off if someone (or a family member) is required to quarantine and thinking about a work-from-home policy.*
- b. **State Mandates and Legislative Changes** - *Updates and changes from State and Federal agencies in response to Covid-19 – LD2167 implemented and signed this morning (March 18) by the Governor now allows meetings to be held with virtual participation. This also allows for the current budget to be carried into next year until Towns are able to hold meetings. License and registration deadlines are relaxed. Effective after tonight, gatherings of more than 10 will be prohibited in any public space, also closing of dine-in facilities (restaurants and bars) but allowing for take out to continue.*
- c. **Volunteer Communication Coordinator position to manage a list of resources, provide community updates, a go-to for volunteer requests, and recommendations for the community** – *Recommendation from the PHC team to have one person to consolidate all notices, programs, updates, resources, and communications. At this time Andy is just recommending the creating of the position, he has no recommendation on pay/stipend. It is a position that could be filled in-house as it is similar to what Gabe has been doing as the current Community Development and Engagement Coordinator.*

Motion by Eric Gasperini to create a Communication Coordinator position. Second by Phil Crossman. Vote 5-0-0. Motion carried.

Motion by Eric Gasperini to appoint Gabe McPhail to the newly created position. Second by Phil Crossman. Vote 5-0-0. Motion carried.

Kerry wanted to clarify that, at this time, there is no mandated quarantine unless you have tested positive. The recommendation from the CDC is to stay home for 14 days from the time you left an area where the virus has spread and to practice social distancing. A week ago, these areas were Italy, China, and Iran, but has changed since then to include anyone who has been on a plane or on a cruise. Recently added "any area of community spread," which we know now includes Portland. So, the Team recommends that if you have traveled you *should* self-quarantine and stay away from public areas. Social distancing is recommended for anyone, all the time – staying 6' away from everyone. Kerry provided a list of symptoms to watch for, and recommendations for washing your hands frequently and not touching your face. ICMS is triaging over the phone – if you think you are sick they are asking that you call first and not come into the building. Some present with cold-like symptoms, but 20% may develop more serious symptoms.

Phil Crossman wanted to acknowledge concerns about people coming to the island to seek security, and let them know that the island is at the end of the supply chain, host to an elderly population, and are therefore susceptible. And to remind people that are coming here to take the necessary precautions, quarantine themselves, to possibly put a notice in

the ferry terminal in Rockland, on cars in line for the ferry, and given to passengers, to caution them to be considerate of the elderly population and our limited supplies. Phil and Eric both asked that Andy send a notice to the MSFS and ask them to distribute them when they check tickets in line. Andy said he would ask them to comply as much as possible. Donald Poole asked if there was a letter to send to seasonal property owners, before they come to the island. There was a consensus of the Board to share it as many ways as possible – wind, notices, website, facebook, and a mailed letter. Marc Candage stressed that you can't tell people they *can't* come, but ask them to be considerate of our resources, and is this the best place for you with our limited medical staff and closest hospital, at best, an hour and a half away. Jake Thompson asked about closing air B&B's to short term rentals. Andy said he would look into it with legal counsel.

Jen Desmond wanted to mention that the Medical Center has their doors locked. They are still seeing sick/necessary patients and making house calls, but are not seeing well-visits. She just wanted to stress that everyone should call before coming to the Medical Center. Kerry also wanted to mention that tests are still not readily available at this time. They have done some testing at the Medical Center – all negative so far.

4. Adjourn - Motion by Eric Gasperini to adjourn. Second by Phil Crossman. Vote 5-0-0. Motion carried.

Respectfully Submitted,

Elizabeth Bunker, Deputy Town Clerk