

MINUTES

TOWN OF VINALHAVEN BOARD OF SELECTMEN

TUESDAY, MAY 31st, 2016
6:00 PM
TOWN OFFICE

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

Also present were Pat Lundholm and Betsy Hopkins.

- **MINUTES** – Approve the minutes from the May 17th, 2016 Meeting – Motion by Phil Crossman to approve the minutes from the May 17th, 2016 Meeting. Second by Pam Alley. Vote 3-0-0. Motion carried.
- **APPROVE AND SIGN TREASURER’S WARRANTS #48** – Motion by Eric Gasperini to approve and sign Treasurer’s Warrants #48. Second by Phil Crossman. Vote 3-0-0. Motion carried.
- **APPROVE AGENDA** – There was a consensus of the Board to add agenda item 8c. Ambulance Training Fund Policy and to change agenda item 9a. to read “June 14th, 2016”. Motion by Eric Gasperini to approve the agenda as amended. Second by Phil Crossman. Vote 3-0-0. Motion carried.
- **COMMUNICATIONS**
 - **Vinalhaven Exile** – A thank you was received for the donation to the Vinalhaven Exile.
 - **The Lifeflight Foundation** – A thank you was received for the donation to the Lifeflight Foundation.
 - **Eldercare – Vintage Vinalhaven** – Motion by Eric Gasperini to close Atlantic Avenue from East Main Street to School Street for Vintage Vinalhaven. Second by Phil Crossman. Vote 3-0-0. Motion carried.

A request has been received for a donation to the Lion’s Club Golf Tournament. There was a consensus of the Board not to donate.

- **SPEAKERS FROM THE FLOOR – None**

- **COMMITTEE AND DEPARTMENTAL REPORTS AND APPOINTMENTS**

- **Board & Committee – Appointments & Resignations** - *Motion by Eric Gasperini to appoint Linnell Mather (06/19) and Marian Gronan (06/18) to the Sea-Level Rise Committee. Second by Phil Crossman. Vote 3-0-0. Motion carried.*

Motion by Eric Gasperini to appoint Kristi Butler (06/17) as an alternate member to the Planning Board. Second by Phil Crossman. Vote 3-0-0. Motion carried.

Motion by Eric Gasperini to accept Scott Candage's resignation as a Library Trustee. Second by Phil Crossman. Vote 3-0-0. Motion carried.

- **Park Commission Report** - *The minutes from the May 25, 2016 Park Commission meeting were reviewed. They will not be meeting in July or August. Andy has encouraged them to supply a true inventory and a list of things that need to be done. There were discussions on the Owen Webster Playground and on the General Wool Monument. There was a consensus of the Board to try to get abutting property owners to remove their traps, etc., to clean up the area and to place a plaque on the monument. Pam and Steve Alley have donated spray paint and the school shop class is going to make signs for the quarries.*
- **Road Commissioner's Reports** – *Road Commissioner's Reports were reviewed. The crew has been grading dirt roads. The Grader moved a boulder past Howard Philbrook's on Coomb's Neck Road, opening an area. Rocks have been placed but needs to be looked into further. The crew has also been cleaning up on Young Road from the work done last fall. Rubber mats have been taken to Mill' Excavation. Eric Gasperini mentioned the lip where the pavement ends in the Town Office parking lot.*

- **OLD BUSINESS**

- Review Annual Contacts
 - **Knox County Sheriff** – *Andy recommended a few modifications to the Board. Provision 6 – equipment in the vehicle, needs to be clear on who supplies/retains the equipment. Provision 7- "if the Town or County believes the equipment warrants repair". There was discussion and a consensus of the Board to leave it in. Provision 11 – change the term of the contract from 30 days to 90 days.*
 - **Rockland Animal Hospital** – *Reviewed, no changes were made.*
 - **Cemetery Contract** – *Reviewed, no changes were made.*
 - **Engine House Press** – *Reviewed, Andy was asked if he had talked to Chris since the last meeting. Andy answered no.*

- **Thoroughfare Lease** – Reviewed, no changes were made. Always a concern with parking.
- **Indian Creek Footbridge** – Reviewed, no changes were made.
- **Library** – Reviewed, no changes were made.
- **Sidewalks – West Main Street & Main Street** – Andy met with Kevin & Dan last week in regard to the piece on Main Street. Dartley & Dorsky recommended a ¾” plywood wall with the void filled with flowable fill. Kevin recommended a concrete wall instead of the plywood. Kevin was not comfortable giving a price unless he was guaranteed the work. Motion by Eric Gasperini to give Kevin the go ahead with the concrete wall. Second by Phil Crossman. Vote 3-0-0. Motion carried. There was a discussion on the advantages/disadvantages of having the road crew work on sidewalks. There was a consensus of the Board to have Andy talk with Road Commissioner Dan Bickford for his view. There was a discussion on when/or if we should go out to bid. There was consensus of the Board to have a draft bid policy on the next meeting agenda.
- **Ambulance Training Fund Policy** – Draft policy was emailed to Board Members. Pat Lundholm stated the biggest thing is not setting a precedence for all to be compensated but that consideration will be made. This policy also helps to clarify when the Town would pay for Samoset trainings as well. Motion by Phil Crossman to approve the Ambulance Training Fund Policy. Second by Eric Gasperini. Vote 3-0-0. Motion carried.
- **NEW BUSINESS**
 - **Approve and Sign Annual Town Election Warrant for June 14th, 2016** – Motion by Eric Gasperini to approve and sign Annual Town Election Warrant for June 14th, 2016. Second by Phil Crossman. Vote 3-0-0. Motion carried. Warrant was passed for signatures.
 - **Approve and Sign Warrant & Notice of Election for MSAD #8 Budget Validation Referendum** – Motion by Eric Gasperini to approve and sign Warrant & Notice of Election for the MSAD #8 Budget Validation Referendum. Second by Phil Crossman. Vote 3-0-0. Motion carried. Warrants were passed for signatures.
 - **Approve and Sign Draft Financial Audit Report** – Motion by Eric Gasperini to approve and sign the draft Financial Audit Report. Second by Phil Crossman. Vote 3-0-0. Motion carried. Financial Audit Report was passed to Board Chair Eric Gasperini for his signature.
 - **Review of Job Descriptions** – Draft job descriptions were reviewed for Administrative Assistant/Town Clerk/ Deputy Tax Collector and Office Assistant/ Deputy Treasurer/Deputy Clerk. A spreadsheet was provided to help breakdown

the cross trainings. Phil Crossman asked how soon position would be advertised. Andy answered tomorrow on the counter and on the MMA and Town websites and next week in "The Wind".

The draft Planner job description was reviewed. It was stated that this position cannot be posted before funding is approved.

*Motion by Eric Gasperini to approve the job descriptions as presented.
Second by Pam Alley. Vote 3-0-0. Motion carried.*

- **REPORT OF TOWN MANAGER** – *Phil Curtis from Maine Local Roads will be coming out next week to drive around and give suggestions on various roads. Andy plans to take him to Zeke's Point Road and Round the Island Road, as well as others. Andy is trying to get back in a proper routine for our dirt roads, starting with Booth's Quarry Road.*

David & Andy went to the Transfer Station to look at the piles. Going to use some of the Rod & Gun Club's property to store product while sorting.

It was stated that property lines are an issue for creating additional parking spaces on Medical Center Loop.

Ron has been going with metal 3 days a week and bringing back rock or whatever Dan has been setting up. We are right about at budget.

Financial Reports were reviewed.

- **REPORT OF MEMBERS** – *Phil Crossman asked for clarification on the survey for the lock boxes.*

Pam Alley had a discussion with Dave Moyer and was under the assumption that the Town Parks Department also did Grimes Park. Steve Burgess and the school shop class will be fixing the picnic tables at the Legion's expense.

Pam Alley asked for a "No Parking" sign to be placed across the street from the Library. There is a lot of slate leaning up against the building and there is rock that needs to be raked.

Pam Alley stated the Town Parking Lot was a mess for Memorial Day! There was a consensus to be more aggressive next year.

Phil Crossman asked Andy if he would be doing a follow up on his tourism presentation.

Eric Gasperini asked about the Civil War Monument fence and the flag pole. Pam asked about having the monument cleaned with the cemetery stone cleanings.

- **ADJOURN** – *Motion by Eric Gasperini to adjourn at 7:10 PM. Second by Phil Crossman. Vote 3-0-0. Motion carried.*

Next Board of Selectmen's Meeting: Thursday, June 16th, 2016 – Immediately following the Public Hearing (6:30 PM)

Respectfully Submitted,

Darlene M. York, Town Clerk