

## MINUTES

### TOWN OF VINALHAVEN BOARD OF SELECTMEN

Monday, November 9<sup>th</sup>, 2015

6:30 PM

#### TOWN OFFICE

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

*Also present were Peter Richards, Janann Sherman, Lonnie Morton and Kathy Morton.*

- **MINUTES** – **Approve the minutes from the October 26<sup>th</sup>, 2015** – *Motion by Emily Lane to approve the minutes from the October 26<sup>th</sup>, 2015 Meeting. Second by Eric Gasperini. Vote 5-0-0. Motion carried.*
- **APPROVE AND SIGN TREASURER’S WARRANTS #19** – *Motion by Brandon Osgood to approve and sign Treasurer’s Warrants #19. Second by Emily Lane. Vote 5-0-0. Motion carried.*
- **APPROVE AGENDA** – *There was a consensus of the Board to add agenda items 5d. USCG, 5e. DMI, 5f. Knox EMA, 5g. Flying Santa Candy and 6i. Librarians Report. Motion by Emily Lane to approve the agenda with the additions. Second by Eric Gasperini. Vote 5-0-0. Motion carried.*
- **COMMUNICATIONS**
  - **Vinalhaven Land Trust** – *The Vinalhaven Land Trust made their annual payment in lieu of taxes at \$7,276.00, which was more than in previous years.*
  - **USDOJ** – *The United States Department of the Interior made payments in lieu of taxes of \$11.00 and \$439.00 for October 2015. Bringing the total payments for the Fiscal Year 2015 to \$137.00 and \$5,585.00.*
  - **MRC, Inc.** – *An update on the Post-2018 comprehensive solid waste management efforts was received from Municipal Review Committee, Inc. Andy will continue to update the Board as they move forward.*
  - **USCG** – *Brown’s Head Light installation of Mariner Radio Activated Sound Signal to improve the fog detector system.*

- **DMR** – *We received notification that Hurricane Island was approved for their Limited-Purpose Aquaculture license which will expire on December 31, 2015.*
- **Knox EMA** – *There will be a meeting on Wednesday, December 2<sup>nd</sup>, 2015 on the QGIS.*
- **Flying Santa Candy** – *Motion by Phil Crossman to donate \$100 for the Flying Santa Candy from Selectmen's Contingency. Second by Emily Lane. Vote 5-0-0. Motion carried.*
- **COMMITTEE AND DEPARTMENTAL REPORTS AND APPOINTMENTS**
  - **Accept & Appropriate Donations** – *Motion by Eric Gasperini to accept and appropriate a \$100 donation to the Ambulance Equipment Reserve and a \$150.00 donation to the Fire Department Reserve. Second by Phil Crossman. Vote 5-0-0. Motion carried.*
  - **Ambulance Reports** – *Reports were reviewed. There are concerns with patient transport when the ferry and PIA cannot make a run. Weather permitting, Pat is considering creating MOU for licensed boat captains to transport in lobster boats. This is less than ideal, but it required from time-to-time.*
  - **Board & Committee – Appointments &/or Resignations**
    - **Harbor Committee – Jim Knowlton** – *Motion by Eric Gasperini to appoint Jim Knowlton to the Harbor Committee (term ending June 30, 2017). Second by Emily Lane. Vote 5-0-0. Motion carried.*
    - **Library Trustees – Mark Jackson** – *Motion by Emily Lane to appoint Mark Jackson as Library Trustee (term ending June 30, 2016). Second by Pam Alley. Vote 5-0-0. Motion carried.*
    - **Downtown Revitalization – Alison Thibault & Amy Lear** – *Motion by Emily Lane to appoint Alison Thibault (term ending June 30<sup>th</sup>, 2017) and Amy Lear (term ending June 30<sup>th</sup>, 2018) to the Downtown Revitalization Committee. Second by Pam alley. Vote 5-0-0. Motion carried.*
  - **MSFS Advisory Board** - *MSFS Maintenance & Status of Vessels Report was reviewed. It was questioned about having books on the Ferries. It was stated that there was a previous issue with mold so this program was stopped. There was no action taken at the meeting as they are asking for a formal request. There was also no action taken on the Vinalhaven phone in issue. Phil to talk to other committee members. MSFS Federal Projects report was reviewed. There will be a new parking survey available at the island terminals in the next week or two. Andy is still working to get John Anders out to the island but in the meantime Andy will be meeting with John.*
  - **Park Commission** – *There are now seven members on the Park Commission. The Park Commission Agenda for December 9<sup>th</sup> was reviewed as well as the Calendar of Events for the Park Commission and the Park Assignments. The Board needs*

*to think about a few items before the next budget season.*

- **Road Commissioner's Reports** – Reports were reviewed. They are finished with the blasting project and have cleaned up the blast material. In the spring we will add new material and do roadside clearing as necessary. The new 8500 is ordered but need to address work on the old 8500 plow truck repairs that are needed to get us through until the new truck arrives. Andy has been trying to get in touch with Ron as we have been having a hard time getting materials delivered. Summer Street has been patched, drastically better but still a temporary fix.
- **Transfer Station Report** – The October revenue and tonnage report was reviewed.
- **Wastewater Department – Certificate of Commitment of Sewer User Rates** – Motion by Eric Gasperini to approve and sign the Wastewater Department Certificate of Commitment of Sewer User Rates. Second by Emily Lane. Vote 5-0-0. Motion carried. Certificate was passed for signatures.
- **Librarian's Report** – Report was reviewed. Jennifer Wadleigh has been hired as the part-time temporary Librarian Assistant. Emily Lane stated it was a nice thank you to the volunteers in the Wind.
- **UNFINISHED BUSINESS**
  - **Draft Ambulance Billing Policy** – Still waiting for TG Higgins Business Services' feedback. There was a consensus of the Board to have on the next meeting agenda.
  - **School Crosswalk Signs** – Prices were handed out at the last meeting for various sign options. Phil handed out the results of his study and suggested putting solar powered flashing signs in next year's budget. It was recommended to have Deputy Potter patrol the area from 7:15am to 8:00am.
- **NEW BUSINESS**
  - **Sewer – New User/Connection** – Motion by Emily Lane to approve the application to tap into the sewer main. Second by Brandon Osgood. Vote 5-0-0. Motion carried. Application passed to Board Chair Eric Gasperini for his signature.
  - **Municipal Quit Claim Deed – Andrews** – Motion by Phil Crossman to approve and sign the Municipal Quit Claim Deed for Timothy George Andrews. Second by Emily Lane. Vote 5-0-0. Motion carried. Municipal Quit Claim Deed was passed for signatures.
  - **Draft Emergency Operations Plan** – A group is working on updating the Emergency Operations Plan and as the Board of Selectmen holds lots of responsibility in the Emergency Operations it was recommended to have a Board

*member attend these meetings. Brandon Osgood volunteered.*

- **REPORT OF TOWN MANAGER** – Gartley & Dorskey visited the Carrying Place Bridge but it was at high tide, Andy has since taken pictures. It is their recommendation that we begin a preliminary design phase which should give us a better understanding of replacement costs and logistics of the construction. Motion by Phil Crossman to ask Gartley & Dorskey to do a Preliminary Design estimate. Second by Emily Lane. Vote 5-0-0. Motion carried.

*There was a consensus of the Board to have a “passing of the key” ceremony recognizing the transfer of the Brown’s Head Lighthouse.*

*There is an Elected Officials and Municipal Managers training in Gray on December 8<sup>th</sup>. Andy stated it is very important to attend during your first year and asked anyone interested in attending to get back to him by the end of the week.*

*The Knox County Commissioners will be meeting tomorrow to set a date for a Public Hearing on the road closures. It was again stated that if it is not maintained by the Town then it is not to be accessed at all. Motion by Brandon Osgood to recommend to the County Commissioners to re-open Zeke’s Point Road to winter maintenance. Second by Phil Crossman. Vote 5-0-0. Motion carried.*

*Downtown Revitalization Committee is scheduled to meet on Tuesday the 17<sup>th</sup>.*

*Financial Reports were reviewed.*

*The Medical Center roof is leaking. Motion by Phil Crossman to ask the ICMS board about the Town’s roll in ICMS. Second by Emily Lane. Vote 5-0-0. Motion carried.*

- **REPORT OF MEMBERS** – Phil Crossman asked about the repairs to the Indian Creek Footbridge. It was stated that we are waiting for the decking which should be here in 2-3 weeks.

*Brandon Osgood asked if Andy had looked into a credit card machine. Andy stated he had not had time yet.*

*Brandon Osgood mentioned the Indian Creek Spindle on Point Ledge is missing and is a serious safety hazard.*

*Emily Lane asked if there were any updates from Indiana on the sidewalk project. It was stated that the current occupant was under the impression that the Town would be doing the work and then sending a bill. Phil Crossman suggested contacting our attorney to write a letter to Indiana and also ask our attorney whether in fact Eminent Domain required the Town to compensate the property owner for the use of the building.*

- **SPEAKERS FROM THE FLOOR** – Janann Sherman stated that the Sidewalk Committee met last week and were pleased that a compromise has been reached. The Sidewalk Committee presented a request that the completion of the West Main Street Sidewalk be granted priority so that construction may begin at the earliest possible date in the spring. It was stated that the Vinalhaven Fishermen's Co-op Board would be meeting on the 18<sup>th</sup>. There was a consensus of the Board to wait.

*Lonnie Morton read a letter to the Board. Motion by Phil Crossman to table until the next meeting. Second by Emily Lane. Vote 5-0-0. Motion carried.*

*Andy Dorr suggested contacting our attorney on advice on how or when you can respond.*

- **ADJOURN** – Motion by Phil Crossman to adjourn at 8:05 PM. Second by Eric Gasperini. Vote 5-0-0. Motion carried.

**Next Board of Selectmen's Meeting: Monday, November 23<sup>rd</sup>, 2015 at 6:30 PM**

*Respectfully Submitted,*

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*Darlene M. York, Town Clerk*