

MINUTES

**TOWN OF VINALHAVEN
BOARD OF SELECTMEN
Monday, July 20th, 2015
6:30 PM
TOWN OFFICE**

1. **ROLL CALL** – *Selectmen Eric Gasperini, Phillip Crossman, Emily B. Lane and Brandon Osgood; Town Manager Stephen Eldridge; and Town Clerk Darlene M. York.*

Also present was Nick Barton, Rob Potter, Carl Philbrook, Dan Bickford, David Brown, Andy Dorr and George Andrews.

2. **MINUTES - Approve the minutes from the July 6th, 2015 Meeting** – *Motion by Brandon Osgood to approve the minutes from the July 6th, 2015 Meeting. Second by Phil Crossman. Vote 4-0-0. Motion carried.*

Motion by Emily Lane to approve the minutes from the July 8th, 2015 Emergency Meeting. Second by Eric Gasperini. Vote 4-0-0. Motion carried.

Motion by Emily Lane to approve the minutes from the July 13th, 2015 Special Meeting as amended. Second by Eric Gasperini. Vote 4-0-0. Motion carried.

3. **APPROVE AND SIGN TREASURER'S WARRANTS #3** – *Motion by Brandon Osgood to approve and sign Treasurer's Warrants #3. Second by Emily Lane. Vote 4-0-0. Motion carried.*

4. **APPROVE AGENDA** – *There was a consensus of the Board to add agenda items 7a. Approve and Sign Contract for Cemetery Maintenance; & 8m. Flea Market Parking; 8n. Animal control; 8o. Parking & Line-up Procedure at MSFS in Rockland. Motion by Eric to approve the agenda as amended. Second by Brandon Osgood. Vote 4-0-0. Motion carried.*

5. COMMUNICATIONS

- a. **MMA Annual Election** – *MMA Annual Election Ballot was reviewed. Motion by Emily Lane to approve voting for the names listed on the ballot for Vice-President and Directors. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*

6. COMMITTEE AND DEPARTMENTAL REPORTS AND APPOINTMENTS

- a. **Accept and Appropriate Donations** – *Motion by Eric Gasperini to accept and appropriate \$2,300 in donations to the Ambulance Equipment Reserve. Second by Phil Crossman. Vote 4-0-0. Motion carried.*
- b. **Board & Committee Appointments** - *Motion by Emily Lane to appoint Gabe McPhail to the Budget Committee for a term ending June 2016. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*

Motion by Eric Gasperini to appoint Alan Barker, Sr. to the Ferry Tariff Advisory Board for a term ending June 2016. Second by Emily Lane. Vote 4-0-0. Motion carried.

- c. **Ambulance Reports** – *Ambulance reports were reviewed. It was stated that as always, this is a very thorough and impressive report. Pat will do HIPAA training for the Board after the election.*

- d. **Animal Control Officer's Report** – *Animal Control Office Rob Potter gave an oral report to the Board. He informed the Board of a couple of dog bites. It was stated that it is State Law that dogs need to be on a leash.*
- e. **Cemeteries Report** – *No report received. Steve reported that the cemetery mowing is looking lots better than in the past. The Board commended David Brown for a job well done.*
- f. **Fire Department Report** – *No report received.*
- g. **Harbor Master's Report** – *Harbor Master Rob Potter stated he is trying to find someone to take it off his hands.*

There has been an issue with the 2-hour tie-up rule at the Ferry Floats. We may need to look into permit parking again as we need something practical and enforceable. It was suggested to extend the floats at the Ferry and to post as loading and unloading only. It was suggested to take a boat count this year to plan better for next year.

One of the Town Parking Lot Floats was damaged last winter. It was stated that money was put in the budget for this.

There was a consensus of the Board to put on the agenda for the next meeting.

- h. **Knox County Deputy's Report** – *Reports were received for the month of June and January – June. It was stated they were glad to see ATV's being addressed.*
- i. **Librarian's Report** – *Report was reviewed. It was stated again that Librarian Valerie Morton submitted a good report.*
- j. **Road Commissioner's Reports** – *Reports were reviewed. It was stated that the crew has been working on the grading of dirt roads and bringing in material for washouts. No word from Indiana. Jamie Thomas was in to pick up the draft contract. Phil asked when Steve first contacted Indiana. It was stated in April. Steve to follow up with Jamie and Melissa. There was a consensus of the Board to have on the next Board meeting agenda.*
- k. **Transfer Station Report** – *No report received. Steve stated there have been complaints by the MSFS on liquids coming out of the trailers. He has spoken to John Anders and has ordered "diapers" There has been a problem with moving metal. Steve to visit later this week to check on the progress of the metal transport.*

l. Wastewater Department

- 1. **Review and Approve 2015-2016 Budget** – *2015-2016 Wastewater Department budget was reviewed. Motion by Eric Gasperini to approve the 2015-2016 Wastewater Budget as presented. Second by Emily Lane. Vote 4-0-0. Motion carried.*
- 2. **Leak Adjustments** – *A leak adjustment of \$703.50 for Bither is being recommended by the Sewer Commissioners. Motion by Emily Lane to go with the Sewer Commissioner's Recommendation and issue Bither a leak adjustment of \$703.50. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*

7. UNFINISHED BUSINESS

- a. **Approve and Sign Contract for Cemetery Maintenance** – *Motion by Eric Gasperini to approve and sign Contract for Cemetery Maintenance. Second by Brandon Osgood. Vote 4-0-0. Motion carried. Contract was passed for signatures.*

8. NEW BUSINESS

- a. **Ferry Dock Float** – *Addressed earlier. (See 6d. Harbor Master's Report)*
- b. **Approve and Sign Lease Agreement – Engine House Press** – *Motion by Eric Gasperini to approve and sign lease agreement with Engine House Press pending payment of past due amounts. Second by Brandon Osgood. Vote 4-0-0. Motion carried. Lease was passed to Stephen Eldridge for his signature.*
- c. **Approve and Sign Lease Agreement – Rockland Animal Hospital** - *Motion by Emily Lane to approve and sign lease agreement with Rockland Animal Hospital. Second by Eric Gasperini. Vote 4-0-0. Motion carried. Lease Agreement was passed to Stephen Eldridge for his signature.*
- d. **Approve and Sign Lease Agreement – Earl Hamilton** - *Motion by Emily Lane to approve and sign lease agreement with Earl Hamilton. Second by Eric Gasperini. Vote 4-0-0. Motion carried. Lease agreement was passed to Board members for their signatures.*
- e. **Approve and Sign Lease Agreement – George Lewis** - *Motion by Eric Gasperini to approve and sign lease agreement with George Lewis. Second by Phil Crossman. Vote 4-0-0. Motion carried. Lease agreement was passed to Board members for their signatures.*
- f. **Approve and Sign Warrant & Notice of Election for MSAD #8 Budget Validation Referendum** - *Motion by Eric Gasperini to approve and sign the Warrant & Notice of Election for MSAD #8 Budget Validation Referendum. Second by Brandon Osgood. Vote 4-0-0. Motion carried. Warrant was passed to Board members for their signatures.*
- g. **Approve and Sign Warrant for Special Town Election – August 11, 2015** - *Motion by Emily Lane to approve and sign Warrant for Special Town Election on August 11th, 2015. Second by Eric Gasperini. Vote 4-0-0. Motion carried. Warrant was passed to Board members for their signatures.*
- h. **Approve and Sign Browns Head Lighthouse – Quitclaim Deed without Covenant** – *Eric Gasperini asked if this needed to go before a Town Vote. Town Manager Stephen Eldridge stated “No”. Steve stated that according to Legal Counsel the Board could sign the Quitclaim Deed as if the Town is not able to maintain the Lighthouse it would go back to the US Coast Guard. The American Lighthouse Foundation is excited about the transfer as they already maintain several other Lighthouses up and down the coast.*

Motion by Eric Gasperini to approve and sign the Quitclaim Deed to American Lighthouse Foundation. Second by Emily Lane. Vote 4-0-0. Motion carried. Deed was passed for Board signatures.
- i. **Approve and Sign Town Manager's Employment Agreement** – *Motion by Emily Lane to re-visit in Executive Session. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*
- j. **New Public Works Truck Bid Documents** - *Motion by Phil Crossman to approve the Plow Truck Cab and Chassis Bid Documents and the Dump Body and Plow Gear Bid Documents. Second by Eric Gasperini. Vote 4-0-0.*
- k. **2015-2016 Paving Bids** – *Stephen Eldridge stated the Water District will do doing work on a few roads so those areas have been pulled from the 2015-2016 paving list. Motion by Emily Lane to get estimates on the distance for the roads we can do without effecting the Water District. Second by Phil Crossman. Vote 4-0-0. Motion carried.*
- l. **Review Warrant & Set date for Special Town Meeting** – *Motion by Eric Gasperini to change Article 3 to read \$0 for the Board of Selectmen's Recommendation. Second by Brandon Osgood. Vote 4-0-0. Motion carried.*

Motion by Eric Gasperini to approve and Sign Warrant for Special Town Meeting on August 3rd, 2015 at 6:30 PM. Second by Brandon Osgood. Vote 4-0-0. Motion carried. Warrant was passed for Board signatures.

- m. Flea Market Parking** – *There was a consensus of the Board to start issuing warnings to violators of the No Parking signs and to communicate this to the head of the Flea Market. Paper copies should also be handed out at the Flea Market to get the word out.*

- n. Animal Control Ordinance** – *Phil Crossman stated his question had already been answered.*

- o. Parking & Line-up Procedures at MSFS in Rockland** – *Phil Crossman asked if the issue with parking at the MSFS in Rockland had been on the agenda for the MSFS Advisory Board. Eric Gasperini stated he had missed the last two meetings and was thinking about resigning.*

- 9. REPORT OF MEMBERS** – *Phil Crossman asked if the Elected Official Training was mandatory. It was stated No – just sent to Board members so they knew the training was available if interested.*

Eric Gasperini asked if the Lane's Island Bridge posts were in the budget. It was stated yes.

Emily Lane asked is Andy was up to speed on the Downtown Revitalization Committee. It was stated yes.

- 10. REPORT OF TOWN MANAGER** – *Financial reports were reviewed. Should end the year in a good position. Need to check with Marc on the FEMA money.*

- 11. SPEAKERS FROM THE FLOOR** – *Carl Philbrook asked how the State would sell parking that doesn't exist. It was stated that a parking study is being done.*

- 12. EXECUTIVE SESSION - Executive Session pursuant to 1 M.R.S.A. §405(6)(E) concerning Legal Matters** – *Motion by Eric Gasperini to go into Executive Session at 7:50PM. Second by Brandon Osgood. Vote 4-0-0. Motion carried.*

Motion by Eric Gasperini to come out of Executive Session at 8:00 PM. Second by Brandon Osgood. Vote 4-0-0. Motion carried.

- 13. EXECUTIVE SESSION – Executive Session pursuant to 1 M.R.S.A. §405(6)(A) to discuss a Personnel Matter** – *Motion by Eric Gasperini to go into Executive Session at 8:01 PM Second by Brandon Osgood. Vote 4-0-0. Motion carried.*

Motion by Eric Gasperini to come out of Executive Session at 8:08PM. Second by Phil Crossman. Vote 4-0-0. Motion carried.

Motion by Phil Crossman to pay Andrew Dorr \$25.00 per hour during the transition. Second by Eric Gasperini. Vote 4-0-0. Motion carried.

- 14. ADJOURN** – *Motion by Phil Crossman to adjourn at 8:15 PM. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*

Next Board of Selectmen's Meeting: Monday, August 3rd, 2015 at 6:30 PM

Respectfully Submitted,

Darlene M. York, Town Clerk