

MINUTES

TOWN OF VINALHAVEN BOARD OF SELECTMEN Tuesday, January 6th, 2015 – 6:30pm TOWN OFFICE

1. **ROLL CALL** – *Selectmen Jack Olson, Eric Gasperini, Emily Lane, Brandon Osgood and Dennis Warren; Town Manager Stephen Eldridge; and Town Clerk Darlene M. York.*

Also present were Rob Potter, Jim Harris, Andy Dorr, Dan Bickford and Elizabeth Bunker.

2. **MINUTES** – **Approve the minutes from the December 9th, 2014 Meeting** – *Motion by Eric Gasperini to approve the minutes from the December 9th, 2014 Meeting. Second by Dennis Warren. Vote 5-0-0. Motion carried.*
3. **APPROVE AND SIGN TREASURER’S WARRANTS #28** – *Motion by Eric Gasperini to approve and sign Treasurer’s Warrants #28. Second by Emily Lane. Vote 5-0-0. Motion carried.*
4. **APPROVE AGENDA** – *There was a consensus of the Board to add Agenda items 6b. Committee Appointments; 6c. Ambulance Reports; and 6d. Librarian’s Report and to move Agenda items 7a. 1-3 to 12a. 1-3.*
5. **COMMUNICATIONS**
 - a. **MMA’s Legislative Agenda 2015-2016** – *MMA’s Legislative Agenda for 2015-2016 was reviewed. Stephen Eldridge pointed out a few items of interest.*
6. **COMMITTEE AND DEPARTMENTAL REPORTS AND APPOINTMENTS**
 - a. **Road Commissioner Reports** – *Road Commissioner’s Reports were reviewed. Stephen Eldridge gave an update. Emily Lane asked about Pumpkins Ridge drainage.*
 - b. **Committee Appointments** – *Motion by Jack Olson to appoint Earl Hamilton to the Fireworks Ordinance Committee for a term ending June 30, 2014; Andy Dorr and Lucy McCarthy to the Budget Committee for terms ending June 30, 2015; and Stephen Eldridge as Assistant Code Enforcement Officer for a term ending June 30, 2015. Second by Dennis Warren. Vote 5-0-0. Motion carried.*
 - c. **Ambulance Reports** – *Ambulance Reports were reviewed. A Hands Only CPR Training will be held before the next meeting – January 20th, 2015 at 5:45pm.*
 - d. **Librarian’s Report** – *Librarian’s Report was reviewed. It was asked to have Deputy Rob Potter enforce the parking issue.*

7. UNFINISHED BUSINESS

- a. **Goal Setting:** *Moved to 12a.*
 - 1. **Capital Investment Plan**
 - 2. **Public Roadway Inventory**
 - 3. **Bridge & Sidewalk Inventory**

8. NEW BUSINESS

- a. **Harbor Boat** – *Deputy Fire Chief Jim Harris asked about liability issues and if insurance covered if there were any damages done to borrowed equipment. It was stated that insurance would NOT cover. It was stated that the Harbor Boat needs to be overboard and ready to go. That could have saved time on a previous call. There was a consensus of the Board to have the Harbor Boat put back overboard if the maintenance issues are addressed. Rob Potter stated the Harbor Master job is a challenge. Jim Harris stated the Fire Department will check the boat, start it and shovel it out as necessary. There was a consensus of the Board to have the Harbor Boat put back in the water and to have Steve meet with Rob & Jim to go over the Harbor Master job description.*
- b. **Harris Software** – *We have received a price quote to add more TRIO software programs to make bookkeeping more streamline. There was a consensus to discuss more at budget time.*

9. REPORT OF MEMBERS - *Emily Lane asked about the Steven's case. Stephen Eldridge stated deposition have been taken and our attorney feels we are in a good position. A court date should be set sometime in February to April.*

Jack Olson asked about the traps at the Fish Plant Wharf. It was stated Ron Nadeau was contacted to remove. Jack recommended taking the Town Parking Lot floats to Coot's as not to hinder the SHIP Grant Pilings Project.

Jack Olson stated if the Board was receiving monthly reports as previously requested, problems could be addressed.

Jack Olson stated there was ice in the road on Pequot Road by Mullen's Brook.

Emily Lane asked about the letter that the Board was copied on to Peter Drury from North Haven. Jack Olson stated we are the only ones in the US with a waiver. There are currently discussions at MSFS about putting on an extra ferry to transport propane and for commercial vehicles only.

10. REPORT OF TOWN MANAGER – *Stephen Eldridge stated Audit Report is back and there is nothing unusual. They did recommend implementing a few policies on internal controls and computer back-ups.*

There have been issues with the North Haven Thorofare boat ramp icing up and there has been a request to plow the boat ramp. There was a consensus of the Board not to start now as it is dangerous and there is nowhere to put the snow. It was recommended to try to plow the snow more to one side.

Economic Development Strategy has been provided by Planning Decisions, Inc. Andy Dorr gave a history and update. It was stated that it is very cookie cutter.

Financial Reports were reviewed. Emily Lane asked about Administration travel and transportation being over. It was stated it was probably due to rent but will find out for sure.

11. SPEAKERS FROM THE FLOOR - None

12. SELECTMEN WORKSHOP –

a. Goal Setting:

- 1. Capital Investment Plan**
- 2. Public Roadway Inventory**
- 3. Bridge & Sidewalk Inventory**

Public Road Inventory 2012 was reviewed. It was stated that all gravel roads need to be ditched with an excavator. Steve stated he received a price but it is not cost effective. It was discussed to possibly increase the next budget from \$50,000 to \$100,000 for gravel. Need to access all dirt roads first then go forward with a 3 or 5-year plan.

There was a discussion of roads that need paving.

The Sidewalk Committee is meeting this week. There was a consensus of the Board to repair what we already have for sidewalks (especially Main Street) before adding more. The State is planning to pave in budget year 2018-2019. It is more cost effective to piggy-back with the State.

The Historical Society Building is in need of a new roof. Need to look into funding for historic buildings and get cost estimates on what is needed.

It has been discussed to move Public Works to the Transfer Station. Need to start exploring for buildings and thinking about what to do with the old building. Engineer leaned more towards restoring? Sell? Renovate? Tear down for parking?

The Historical Society will be holding a board meeting within the month and will be discussing the Brown's Head Lighthouse.

Steve stated he will be handing out budget sheets to department heads in the next month.

It was discussed to add more money to capital improvements to get more gravel on the roads, which will be a 2-3 year project at best.

Cemetery care and maintenance issues were discussed. Several stones need re-setting. There was a consensus of the Board to get the Cemetery Committee to come up with a maintenance list.

Jack Olson asked if DeLong was able to get insurance. It was stated yes, and there is a pre-construction meeting scheduled for January 9th.

13. ADJOURN – *Motion by Emily Lane to adjourn at 7:40 pm. Second by Dennis Warren.
Vote 5-0-0. Motion carried.*

Next Board of Selectmen's Meeting: Tuesday, January 20th, 2015 at 6:30 pm (EMS Training at 5:45 pm)

Respectfully Submitted,

Darlene M. York, Town Clerk