

## MINUTES

### TOWN OF VINALHAVEN BOARD OF SELECTMEN Tuesday, October 14<sup>th</sup>, 2014 - 6:30pm TOWN OFFICE

1. **ROLL CALL** – *Selectmen Jack Olson, Eric Gasperini, Emily Lane and Dennis Warren; Interim Town Manager Andy Dorr; and Town Clerk Darlene M. York.*

*Also present were Elizabeth Bunker, Daniel Bickford, Brandon Osgood, and Joy Mills.*

2. **MINUTES** – **Approve the minutes from the September 30<sup>th</sup>, 2014 Meeting** – *Motion by Emily Lane to approve the minutes from the September 30<sup>th</sup>, 2014 Meeting. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*
3. **APPROVE AND SIGN TREASURER’S WARRANTS #16** – *Motion by Eric Gasperini to approve and sign Treasurer’s Warrants #16. Second by Emily Lane. Vote 4-0-0. Motion carried.*
4. **APPROVE AGENDA** – *There was a consensus of the Board to add agenda items 5e. Bob Gagnon Cancer Care Fund and 8c. Approve & Sign Special Town Meeting Warrant Re: Brown’s Head Lighthouse. Motion by Emily Lane to approve the agenda with the additions. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*
5. **COMMUNICATIONS**
  - a. **Ambulance Training** – *Andy Dorr gave a history and stated that two letters were received asking for help with funding from students interested in taking the EMT training that are not currently on the EMS Staff. Motion by Jack Olson to pay for one half of the training costs as stated in the Education Reimbursement Policy. Second by Dennis Warren. Vote 4-0-0. Motion carried.*
  - b. **Assessor Quarter Review Update** – *Reviewed letters previously received on the Assessor’s Quarterly Reviews.*
  - c. **MeDOT Main Street Inspection** – *Reviewed email received from Michael Burns, Region Manager for MeDOT. The State does not maintain sidewalks but recommends that we remove the two concrete sidewalk slabs in total, form the sides of the hole and fill with concrete and either wire mesh or rebar for strength. There was a consensus of the Board to do the sidewalk in front of “Adair’s old building” first and if any money remains to work back towards the corner of High Street. Danny Bickford stated an Engineer’s input is needed.*
  - d. **Chris & Jessica Holms – Road Name Change** – *Chris & Jessica Holms are asking to have Fogg Road be changed to Young’s Point Road. It was stated that we currently have a Young Road so they would have to pick a different name and get all property owners on Fogg Road to agree to the change. Jack Olson suggested Fish Hawk Road.*

- e. **Bob Gagnon Cancer Care Fund** – *A thank you letter was received from the Bob Gagnon Cancer Care Fund for the donation made.*

## **6. COMMITTEE AND DEPARTMENTAL REPORTS AND APPOINTMENTS**

- a. **Accept and Appropriate Donations** – *Motion by Jack Olson to accept donations and to appropriate \$550 to the Ambulance Equipment Reserve; \$2,731.55 to the Ambulance Training Reserve; \$100 to the Fire Department Reserve; and \$857 to the Library Reserve. Second by Emily Lane. Vote 4-0-0. Motion carried.*
- b. **Ambulance Reports** – *Postponed to the next meeting.*
- c. **Librarian's Report** – *Librarian's Report was reviewed.*
- d. **Road Commissioner Reports** – *Road Commissioner's Reports were reviewed. Island Groundwork's commended the Road Crew for their help with the sidewalk project.*
- e. **Transfer Station Report** – *Transfer Station Revenue & Tonnage Analysis was reviewed.*

## **7. UNFINISHED BUSINESS**

- a. **Pumpkin Ridge Road/Pond Street Drainage – Review Estimates** – *Mill's Excavation submitted an estimate for \$11,500 including the catch basins. Dan Bickford submitted an estimate for \$6,000 with Island Groundwork's submitting an estimate for \$4,000 for the catch basins (using our crew). Motion by Jack Olson to accept the lowest estimate (Dan Bickford and Island Groundwork's). Second by Eric Gasperini. Vote 4-0-0. Motion carried.*

## **8. NEW BUSINESS**

- a. **Approve and Sign Special Town Election Warrant** – *Motion by Emily Lane to approve and sign Special Town Election Warrant for November 4, 2014. Second by Eric Gasperini. Vote 4-0-0. Motion carried. Warrant was passed for signatures.*
- b. **Review Handling of Unpaid Balances for Ambulance Services** – *The Board had previously asked for a list of unpaid balances for Ambulance Services with names. Ambulance Director Pat Lundholm stated Tammy from TG Higgins Business Services said it would be a Hippa violation.to provide names and recommended making write-off decisions strictly on the facts. Pat presented the Board with a rough draft policy for the Handling of Unpaid Balances for Ambulance Services. The Board recommended Tammy (TG Higgins Business Services) come to the next Selectmen's meeting. There was a consensus of the Board to draft letters regarding the Ambulance Plane/Ferry billing to Chellie Pingree and Walter Kumiega.*
- c. **Approve and Sign Special Town Meeting Warrant – Re: Brown's Head Lighthouse** – *Andy Dorr gave an update and asked if the Board wished to have a Public Hearing first followed by the Special Town Meeting. There was a consensus of the Board to hold the Public Hearing first (October 28<sup>th</sup>, 2014).*

- 9. **REPORT OF MEMBERS** – *Eric Gasperini ask Joy Mills about the chipping on Poole's Hill Road. Joy stated they were waiting for the leaves to fall. Andy Dorr asked Dan Bickford about the Town*

*Chipper. Dan stated it was been taking on water. It was stated to get a canvas to cover it or to keep it under cover.*

*Jack Olson asked Andy to contact the school as the fence by the Bank is still unfinished.*

**10. REPORT OF TOWN MANAGER** – *Depositions for Jacki and Marjorie were yesterday and the four we subpoenaed were scheduled for today regarding the Steven's case.*

*Harry Duvall was in today and gave Andy a phone number for a contact from the USCG in Rhode Island. He stated he thought if we were no longer able to maintain the light it would revert back to the previous owner and therefore we would be unable to sell the Lighthouse. Andy is waiting for a call back.*

*MeDEP will be here on the 16<sup>th</sup> to test the water at the Lighthouse and we are on Jim Dwyer's list for shutting the water off.*

*RFP's are out for the SHIP Grant and due back by November 7<sup>th</sup>. There will be a Pre-Bid Meeting on October 28<sup>th</sup> at 8:45am.*

*Reserve Funds were reviewed. There was a consensus of the Board to add appropriated reserve funds to the Certificate of Deposit with the exception of estimated expenses.*

**11. SPEAKERS FROM THE FLOOR** – *None*

**12. ADJOURN** – *Motion by Jack Olson to adjourn at 7:17pm. Second by Dennis Warren. Vote 4-0-0. Motion carried.*

**Next Board of Selectmen's Meeting: Tuesday, October 28, 2014 - Immediately Following the Public Hearing**

*Respectfully Submitted,*

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*Darlene M. York, Town Clerk*