

## MINUTES

**TOWN OF VINALHAVEN  
BOARD OF SELECTMEN  
Tuesday, September 16<sup>th</sup>, 2014 at 6:30 p.m.  
TOWN OFFICE**

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

*Also present were Barbara Philbrook, Elizabeth Bunker and Patricia Lundholm.*

2. **MINUTES** – **Approve the minutes from the September 2<sup>nd</sup>, 2014 Meeting** – *Motion by Emily Lane to approve the minutes from the September 2<sup>nd</sup>, 2014 Meeting. Second by Eric Gasperini. Vote 3-0-1 – Emily Lane abstained. Motion carried.*
3. **APPROVE AND SIGN TREASURER’S WARRANTS #12** – *Motion by Eric Gasperini to approve and sign Treasurer’s Warrants #12. Second by Dennis Warren. Vote 4-0-0. Motion carried.*
4. **APPROVE AGENDA** – *There was a consensus of the Board to add agenda items 5.c. MSFS Parking Lot Review and 5.d. MMA Business Meeting. Motion by Emily Lane to approve the agenda with the additions. Second by Jack Olson. Vote 4-0-0. Motion carried.*
5. **COMMUNICATIONS**
  - a. **RJD Appraisal** – *RJD Appraisal went over the budgeted amount last year for the quarter review. RJD Appraisal is proposing spreading the last two quarter reviews over three years to reduce the budget annually. Motion by Emily Lane to accept RJD Appraisal’s proposal. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*
  - b. **Vinalhaven Yearbook Ad** – *Motion by Jack Olson to place a quarter page advertisement in the yearbook from Selectmen’s Contingency. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*
  - c. **MSFS Parking Lot Review** – *MSFS will be conducting a Parking Lot Review during the summer of 2015 to see about the feasibility of a parking garage. Motion by Jack Olson to write a letter of support. Second by Emily Lane. Vote 4-0-0. Motion carried.*
  - d. **MMA Business Meeting** – *Andy Dorr asked if Board Members were interested in attending the MMA Business Meeting and if they would like to nominate anyone as a voting delegate. Motion by Jack Olson to nominate Andy Dorr as our Voting Delegate for the MMA Business Meeting. Second by Eric Gasperini. Vote 4-0-0. Motion carried.*

## 6. COMMITTEE AND DEPARTMENTAL REPORTS AND APPOINTMENTS

- a. **Ambulance Reports** – *Ambulance Reports were reviewed. There will be an Emergency Medical Technician Basic Class held here on Vinalhaven beginning October 1<sup>st</sup> until the end of January. There are currently six people interested in taking the class. The class fee is \$1,000 per student. Pat Lundholm presented a draft Licensure Class Reimbursement Policy to the Board for review. Motion by Jack Olson to fund the EMT course fee from the Ambulance Education Reserve Fund. Second by Emily Lane. Vote 4-0-0. Motion carried.*
- b. **Park Commission & Lane's Island Stewardship Committee Appointments** – *Motion by Jack Olson to appoint Ruth Cutler to the Park Commission (term ending June 2015) and to the Lane's Island Stewardship Committee (term ending June 2015). Second by Emily Lane. Vote 4-0-0. Motion carried.*
- c. **Road Commissioner Report** – *Road Commissioner Reports were reviewed. The crew has been working with Island Ground Works on the sidewalk from the Fire Station to the Fishermen's Friend Crosswalk.*
- d. **Transfer Station Report** – *Transfer Station Yearly Analysis was reviewed.*

## 7. UNFINISHED BUSINESS

- a. **Cummings Cemetery** – *Our lawyer has drawn a Quit Claim Deed transferring the cemetery property from Donald Young to the Town and a Release Deed that gives back one half of the parking lot parcel that has not been cleared to Donald Young. Motion by Jack Olson to approve and sign the Release Deed. Second by Emily Lane. Vote 4-0-0. Motion carried.*
- b. **Main Street Sidewalk/SHIP Grant Evaluation Update** – *Andy Dorr reported calls were made to the State Bridge Department and they say it's not a bridge problem. Engineers from Gartley & Dorsky are scheduled to come to the island in early October. No time frame on repairs but should be done sooner rather than later.*

*SHIP Grant Bid Documents are being finalized and will hopefully be out by the end of the month.*

- c. **John Stevens – Depositions** – *Both Marjorie Stratton and Jacki Robbins have been subpoenaed by Stevens. Depositions have been postponed to next week. There was a consensus of the Board to proceed and to subpoena Walter Webster, David Moyer, Leonard Skoog, Larry Hopkins and Colin Clark.*
- d. **Brown's Head Lighthouse Update**
  - 1. **Heating System** – *All updates and improvements need to go through the Maine Historical Preservation Committee. They are asking for pictures. There was a consensus of the Board to drain the pipes and turn off the heat while we figure out what we can do with the building. There was a consensus of the Board to have MeDEP and Maine Historical Preservation Committee give statements on what can be done. Barbara Philbrook asked if it would be a problem for the light to not have heat. It was suggested to check with the Coast Guard in Southwest Harbor.*
  - 2. **Future Use of Property** – *(See above)*

## **8. NEW BUSINESS**

- a. **Public Works Garage** – *A Structural Analysis was done and it is estimated to cost \$200,000 to stabilize the building. It was suggested to form a committee to decide if we should renovate the current building, tear it down and rebuild or completely relocate. It was recommended to have the Town Manager, a member of the Board of Selectmen, the Road Commissioner and 2-3 more on the committee. Need to work on the electrical box and lighting issue. We will hopefully have the MMA checklist soon.*

## **9. REPORT OF MEMBERS** – *Dennis Warren asked if Harbor Master Rob Potter had done anything with the trap issue.*

*Emily Lane reminded the Board of the meeting to review the Town Manager Applications on September 25<sup>th</sup> at 2:30pm. Packets of the applications to review should be here by the end of the week.*

*Jack Olson asked about roadside clearing on Poole's Hill Road and Calderwood's Neck. It was stated that it didn't need to be done for the paving project. There was a consensus of the Board to get an estimate from Mill's Excavation for the next meeting. There was a consensus of the Board to grade all dirt roads at least once. Booth's Quarry Road needs to be graded and needs product on the end. It was also stated that the Fish Plant Wharf Parking Lot should be done as well and that needs product on both ends.*

## **10. REPORT OF TOWN MANAGER** – *Interim Town Manager Andy Dorr reported that he learned a lot at the GA workshop. There was a consensus of the Board to have the annual Public Hearing on the GA Ordinance Appendixes before the next meeting. Andy Dorr suggested it would be good to have a deputy administrator. He suggested Debbi Young where she pays the bills. There was a consensus to appoint Debbi Young as Deputy General Assistance Administrator.*

*Sample products of winter sand were compared. There are no specs available for the product from Mill's Excavation. The Dragon product (stone dust) is cheaper but is harder to clean up in the spring. It was suggested to call some of the Towns that have used the stone dust. It was suggested to possibly try the stone dust on the more out of town roads. It was recommended to buy the MSFS tickets from this side. It was suggested to use a mix of the products and to tighten up the sanders.*

*A Site Evaluator will be here tomorrow to work on a septic design for the Small Community Grant Program then it will be going out to bid.*

*There was a consensus of the Board to have the Deputy stay at the Lighthouse and then to shut it down.*

*The new F-550 is expected to be ready by mid to late November. We need a new straight plow and sander. The old F-550 has a trade in value of \$2,000 which will help to cover the expenses of the plow and sander.*

## **11. SPEAKERS FROM THE FLOOR** – *Barb Philbrook asked for clarification on the RJD Appraisal proposal. There was a discussion on going out to bid next year.*

**12. ADJOURN** – *Motion by Jack Olson to adjourn at 7:55pm. Second by Dennis Warren. Vote 4-0-0.*  
*Motion carried.*

**Next Board of Selectmen's Meeting: Tuesday, September 30<sup>th</sup>, 2014 - Immediately following the Public Hearing**

*Respectfully Submitted,*

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*Darlene M. York, Town Clerk*