

**TOWN OF SANGERVILLE  
BOARD OF SELECTMEN  
SPECIAL MEETING AGENDA**

**Beginning @ 4:00 p.m.**

**October 25, 2017**

**Selectman Cabot was unable to attend the entire meeting – she left at 5PM.**

**Item 1. Open Meeting: (Pledge).** Chairman Mike Wark called meeting to order at 4:02 PM, followed by the Pledge of Allegiance.

a. **Selectmen Present:** Mike Wark, Jody Cabot, Dale Gray

b. **Employees Present:** Lois Jones

c. **Residents Present:** Terri Wark, Thomas Carone

**Item 2. Approval of Minutes:**

A. **October 4, 2017.**

B. **October 9, 2017 Special meeting**

C. **October 18, 2017**

Selectman Gray made a motion and Selectman Cabot 2<sup>nd</sup> to approve all minutes, as written. All in favor.

**Item 3. Review of the Treasurer's Warrants:**

A. **Payroll #165.**

B. **Accounts Payable #166, 167, 168.**

Selectman Gray made a motion and Chairman Wark 2<sup>nd</sup> to approve all warrants. All in favor.

**Item 4. Open Session: Limited to 2 Minutes – Extension per Chairman.**

A. Tom Carone asked if the Board and Manager were aware of the damage at Knowlton Mills Cemetery.

B. Town Manager mentioned the gazebo was leaning and that the Rec Committee was waiting to hear back from the builder.

**Item 5: Selectmen Concerns:**

A. **Selectman Gray:** Selectman Gray asked for an update on the automobile on the Abbie Fowler lot. Manager informed that the automobile has not been registered in Sangerville, and she had called the Sheriff's office and was waiting for an answer of ownership.

**Item 6. Committee Reports:** None.

**Item 7. New Business:**

A. **TRIO update.** Manager informed Board that TRIO will eventually be updating to the TRIO web version. It will take two upgrades, the first is to TRIO SQL. This update must be complete before the Town can update to TRIO web. Manager will schedule update of TRIO by the end of the year – there are enough funds to cover this update this year (\$2400+/-).

- B. Rec Committee Grant app- King.** Selectman Gray made a motion and Chairman Wark 2<sup>nd</sup> to allow the Recreation Committee to pursue a grant from the Stephen & Tabitha King foundation, provided there are no contingencies on the Town thereafter. All in favor.
- C. Sangerville Development Corp Deed.** There was an error in 1978 deed from the Town of Sangerville to the Sangerville Development Corp. There was one transposition of numbers of latitude and longitude in the description (74 should have been 47). Corrective deed was signed.

**Item 8. Old Business:**

- A. Committee members:** Chairman Wark has reached out and received no response. Will keep looking.
  - 1. Road Committee**
  - 2. Budget Committee alternate**

**Moved discussion of Item 8B to the end so as to have time to address any other issues before the time ran out (Abbie Fowler Meeting at 6:00PM.)**

- B. Personnel Policy.**
- C. French’s Mills ATV use.** Research discovered the rail trail (railroad bed) did not close at all-it is open year-round for ATV, snowmobile, horse, walking, etc, use. The Town policy for closing ATV trails is December 1. Selectman Gray shared that the Sangerville Knights ATV club trailmaster was recommending the to remove the ATV signs this weekend (Oct 28-29). State law reads that if a trail is not signed, then ATVs are not allowed to ride. Selectman Cabot made a motion and Chairman Wark 2<sup>nd</sup> to accept the recommendation of the Sangerville Knights trailmaster and remove the ATV signs over the weekend of October 28-29, 2017. All in favor.
- D. Oil Bids.** Selectman Cabot made a motion and Selectman Gray 2<sup>nd</sup> to award the fuel oil, diesel oil, and propane bid to AE Robinson. All in favor.

**Returned to Item 8B.** There was some discussion on Paragraph 35 regarding health insurance, dental, and income protection benefits. Selectman Cabot made a motion and Chairman Wark 2<sup>nd</sup> to change the wording of section 35 of the personnel policy from this: “35) HEALTH INSURANCE AND INCOME PROTECTION: The Town currently participates in a health, dental and income protection plans provided through Maine Municipal Employees Health Trust. Individual coverage is provided. Individual coverage is at 20% to the employee and 80% for the town. A new employee can not decline Health coverage in lieu of increased pay. Existing arrangements of health and dental insurance for the current town clerk and her dependents shall be honored in that the Town will provide 100% coverage for the clerk’s medical insurance and 50% coverage for dependents’ dental insurance. These exceptions to the standard coverage will expire when the current clerk leaves town employment.”

TO THIS: “35) HEALTH INSURANCE AND INCOME PROTECTION: The Town may participate in health, dental and income protection plans. Individual coverage and plan offerings will be reviewed annually and presented to employees during the annual enrollment period. Hourly employees cannot decline coverage in lieu of increased pay.”

All in favor.

The following sections were discussed:

Section 18 – Disciplinary Action – What is the minimum required by state statute?

Section 26 – Vacation – Is employer required to give vacation time by statute?

Section 31 – No smoking in town vehicles & equipment should be added.

Section 38 – What constitutes personal affects: cell phone? Something less ambiguous.

Manager was directed to get other policies from other towns to compare.

**Item 9. Correspondence.**

Newsletter from MRC.

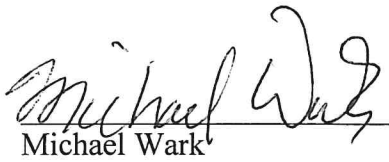
**Item 10. Request for Additional Agenda Items.** None.

**Item 11. Executive Session.** None.

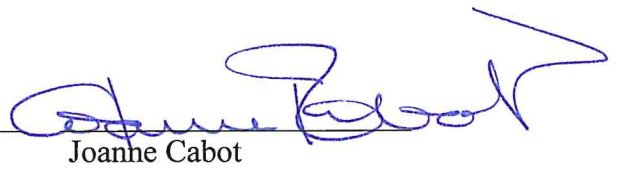
**Item 12: Adjourn. (NEXT MEETING NOVEMBER 1, 2017, 5PM).** Chairman Wark made a motion and Selectman Gray 2<sup>nd</sup> to adjourn the meeting. All in favor.

Respectfully submitted,

  
Lois A. Jones

  
Michael Wark

  
Dale Gray

  
Joanne Cabot

