

**TOWN OF SANGERVILLE  
BOARD OF SELECTMEN  
MEETING MINUTES  
Beginning @ 5:00PM  
Wednesday, September 2, 2020**

**Item 1. Open Meeting:** Chairman Wark called meeting to order at 5:05 PM, followed by the Pledge of Allegiance.

- A. Selectmen Present: Mike Wark, Jodi Cabot, Dale Gray
- B. Employees Present: Brydie Armstrong
- C. Public Present: None

**Item 2: Approval of Minutes:**

**A. August 19, 2020 Select Board Meeting**

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

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

**A. Payroll # 66, # 68**

**B. Accounts Payable # 64, # 65, # 67, # 69**

Selectman Cabot made a motion and Selectman Gray 2<sup>nd</sup> to approve A & B as read. All in favor.

**Item 4. Open Session: Limited to 2 Minutes – Extension per Chairman- None**

**Item 5. Old Business**

**A. Roadside Brush Cutting**

Rick Drew was present at last meeting and discussed working on a large part of Silvers Mills Road. Chairman Wark discussed looking at the roadside brush cutting project Rick Drew completed in Charleston, trees were pushed far back from ditch and road was well cleared. Select Board discussed roadside brush cutting on Flanders Hill as well. West Road may need some work completed in order for it to be plowed.

**B. Fire Department Ordinance and Action Plan**

A new ordinance needs to be drafted for the Fire Department as it is outdated. This ordinance will need to be approved by the Select Board and passed at the annual Town Meeting.

The Town Manager read an Action Plan including the following: updates in the personnel policy and new SOGs, call sheets being revised, submission of weekly time sheets and quarterly spreadsheets.

Chairman Wark discussed with the Town Manager potential interest in the Fire Department personnel files being filed at the Town Office for oversight on the files. The Fire Chief would still have responsibility on maintaining the Fire Department personnel files.

The Fire Department is down to 16 people with 5 or 6 Fire Fighters having 2 years of experience or less. The Town Manager discussed several Fire Department Officers are out of town during the day.

Chairman Wark stated in 2018 there was a meeting including the Fire Department discussing the need for more Fire Fighters. At this time the Fire Department currently has less Fire Fighters then when this was discussed at the meeting in 2018.

The Select Board discussed positives and risks of Mutual Aid for the Fire Department.

**C. Cemetery Ordinance**

The Select Board discussed a minimal ordinance to meet compliance in addition to a policy.

**D. Proposal For a Layout For Town Office**

The Town Manager has been in contact with Dustin Lander who did a floor plan for a new Town Office. The Town Manager would like it to include a basement along with the received floor plan. The Select Board discussed this estimate and quotes with the Town Manager; along with getting the Planning Board involved with the location of a new Town Office. A site review and workshop is scheduled for 09/10/2020.

**Item 6. New Business**

**A. Excise Tax Exemption For Veterans**

An ordinance was previously approved exempting eligible active duty military personnel from paying motor vehicle excise tax. The Town Manager discussed with the Select Board if it is the understanding numerous vehicle registrations can be processed or if the ordinance should be revisited. This was not the understanding when the ordinance was proposed.

**Item 7. Abatements**

**A. Abatement of \$191.64 in 2020 property taxes, Map & Lot 010-005, as requested by Joshua Morin, Assessors' Agent, because the owner did not receive the reduction for boat access only after water front adjustments were made for 2020.**

Selectman Cabot made a motion and Selectman Gray 2<sup>nd</sup> to approve this abatement as read. All in favor.

**B. Abatement for the removal of homestead exemption on 2020 property taxes, Map 010 Lot 019-001 as requested by the property owner. The Assessors' Agent Joshua Morin feels this abatement should be denied due to owner renting the house and believes the owner does not live at the specified residence.**

Chairman Wark made a motion to accept the opinion of Joshua Morin as it was read and Selectman Gray 2<sup>nd</sup>. All in favor.

**Item 8. Town Manager Report- Website, E 911, 45 Day Notices, FOAA**

Discussed town website concerns. The Deputy Town Clerk researched options for website providers. There is an available grant to cover a percentage of the website costs if the town decides to change providers.

The Town Manager is working on updating E 911 system.

Request was made for Select Board to have emails, discussed FOAA.

**Item 9. Correspondence- None**

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

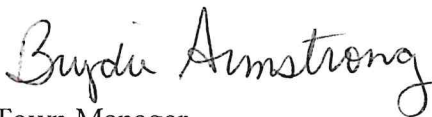
**Item 11. Selectmen Concerns- None**

**Item 12. Executive Session- None**

**Adjourn.** Chairman Wark made a motion and Selectman Cabot 2<sup>nd</sup> to adjourn at 7:10 pm. All in favor.

**THE NEXT MEETING IS, September 16, 2020 (Agenda subject to change without notice)**

Respectfully submitted,



Town Manager

