**TOWN OF SANGERVILLE**

**SELECT BOARD**

**MEETING MINUTES**

**Beginning @ 4:00pm**

**Wednesday, September 6, 2023**

# **Item 1. Open Meeting: Chair called meeting to order at 4:00 pm, followed by the Pledge of Allegiance.**

1. **Selectpersons Present: Mike Wark (Chair), Dale Gray, and Jody Cabot**
2. **Employees Present: Patrick Lewis**
3. **Public Present: Samuel Eaton, Sam Hutchins, Matt Blockler**

**Item 2. Approval of Minutes:**

1. **Special Select Board Meeting: 08/23/2023**

Selectperson Cabot made a motion to approve those minutes, Selectperson Gray 2nd, all approved.

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

1. **Payroll – #71, #72, #74**
2. **Accounts Payable - #70, #73, #75**

Selectperson Gray made a motion to approve a and b as read, Selectperson Cabot 2nd, all approved.

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

**Item 5. Old Business:**

1. **Town Hall Building –**  One of the options is to sell to a private individual to turn the building into apartments. Another option is to apply for grants and nonprofits to repair the building. They want revenue numbers on what it would be as apartments or as a municipal building. If the old town hall is turned into apartments it’ll bring more people into town, and more people into the town office to register vehicles. The town manager is going to get some pros and cons together for a later date. The select board talked about finally arranging a special town meeting regarding the old municipal building. The 12th, 19th, and 26th of October were suggested for special town meeting dates. The 12th is a planning board meeting. October 19th is the chosen date for the special selectboard meeting. Chair Wark would like to have a special workshop on whether or not they’re doing a new town hall.
2. **Center Pond HUD House –** Senator Collins sent a letter about the HUD house. Is there any lead, or other contaminants in the building? What are the environmental concerns? The town manager will respond to the letter, and fines will be sent out regarding the HUD house and its environmental issues after the CEO looks at it. The fines would be put into the general fund.

**Item 6. New Business:**

1. **New Main Account Holder Authorization**

Patrick is now the account manager.

1. **Broadband**

Jack Clukey requested a letter of support for a grant to get some fiber optics in Sangerville. No cost to the town. They want to expand the footprint of the already existing system and update infrastructure. The town manager would like to write a letter of support for this. The town manager is going to research into it more. Selectboard has no idea what to think. Selectperson Gray is against supporting other businesses trying to get fiber optics into Sangerville.

1. **Offer to purchase Town Owned Land**

Numberall owns more than the town does regarding the lot that a resident wants to purchase. The maps indicate that the smaller portion on the map and lot is what the town owns. The resident should be informed that the piece of property he wants to buy belongs to Numberall, and the town owns a tiny corner of that lot.

1. **Fire Department- SOP’s and Billing**

The town manager and fire chief have been working to put together thoughts and concepts for SOPs. One SOP for response to incidents and the ins and outs of how that should work. They want to make the department more efficient, going forward. They have another SOP about mutual aid. They put together a break down of responses, calls, and how many responders do we need for local calls, etc. The chief can determine if they have enough people on the site of a response or send a few people back to their places of work where they’re needed more. Typically everyone who shows up to an incident stays the whole duration of the call. Matt would also like to have a system in place where they don’t just dictate how many people they need per call and end up in trouble down the road because they need more help. Patrick and Matt want something on paper to present as an SOP in the near future. They have SOPs for everything else, so this only makes sense to add one of these. There are variations to every call. Patrick and Matt are concerned with the lifecycle of the equipment. Patrick pulled up several mutual aid SOPs for other towns for the group to dissect and see how Sangerville could write their own. Selectperson Gray claims that Sangerville has never been part of a mutual aid agreement. Matt has a county chief meeting where they will give him a copy of mutual aid agreement. It works as a gentleman’s handshake sort of thing. Mutual aid is already at a state level. The towns and counties can choose to adopt their own SOPs for mutual aid. Patrick pointed out that no one on the select board or he himself have seen the mutual aid agreement. Selectperson Gray doesn’t believe that the mutual aid agreement should be at the select board level. Patrick believes we need these SOPs to protect the town and be more financially responsible with the dept. Matt explained to the board that if Sangerville pulls out of the mutual aid agreement they are subject to charges from other towns for mutual aid just as they are allowed to charge others for mutual aid. They put together numbers for if they pulled out of the agreement and if they stay in the agreement. Matt and Patrick talked about coming up with an SOP for out of state businesses that get into an accident and Sangerville has to respond, and billing them for the time. It wouldn’t affect residents large corporations, companies out of state, etc. It would give them a chance to recoup costs from some of these calls. Selectperson Gray doesn’t like the idea. Chair Wark and Selectperson Cabot are interested in the idea of bringing in more revenue by billing out of state companies and large corporations. Patrick and Matt came up with a solution to generate revenue, but they are met with disagreement. Sangerville fire dept lost six air packs due to age. Selectperson Gray suggested a smaller fire department with less fire fighters and equipment. Matt and Patrick are going to get together to discuss this further, and do more research to develop SOPs to bring to the board.

1. **Application for Catered Event**

Request for a temporary liquor license for Jeff’s Catering for a wedding reception at Timber Hitch. Chair Wark made a motion to grant the request. Selectperson Cabot, 2nd, all approved.

**Item 7. Town Manager Report:**

1. **Calendar- Programmed Events**

Patrick has put together a schedule of regular events that take place every year, such as sand bids.

1. **Sent 17 Foreclosure Notices**

17 foreclosure notices have been sent out.

1. **Priority of Task Lists**

The town manager has list of tasks that he’s making a priority.

1. **Upcoming Request(s) for Bid**

The town manager needs to make sure that by November bids are sent out.

1. **Establish Recreational Committee**

The town manager would like to establish a recreational committee to help with the upkeep of the park. Can they host a farmer’s market at the park? The road at the park needs to be rerouted, and fixed.

1. **Establish Think Tank Events/Coffee with TM (Wednesdays)**

Turn Wednesdays into a town manager meeting event thing where people can come to speak with the town manager when the town office is closed.

**Item 8: Road Commissioner Report:**

1. **Gravel Road(s)**

3 gravel roads have been washed out and need to be repaired.

1. **Winter Sand**

Patrick has been calling around to find pricing on winter sand. There’s not a lot of sand around the area anymore. It’s very likely we’re going to need sand trucked in from farther away.

1. **Projected Work**

Flanders Hill culvert needs to be replaced. There may need to be more man power added to the road work contractors.

**Item 9: Select Board Concerns –**

**Adjourn.** Selectperson Cabot made a motion to adjourn at 559pm, Chair 2nd.

**THE NEXT MEETING IS SEPTEMBER 20, 2023 at the Fire Station *(Agenda subject to change without notice)***

Respectfully submitted,

Town Manager

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 Michael Wark Dale Gray Joanne Cabot