Sullivan Select Board

Regular Meeting

February 15, 2022

5:00 PM

Attendance: Select Board: Michael Pinkham (Chairman), Roger Wakefield and Bethany Leavitt (B.L. left at 7:25pm)

Town Manager: Stacy M.G. Tozier Town Clerk: Absent

Audience: Nine (9)

Candy Eaton, Mike Pinkham II, Gerald Erbes, Larry Tozier, Gary Edwards, Mia Petrini (Healthy Acadia), Don Snoke (D.S. left at 5:37p,m,) and Rebecca Alley. Dan Pileggi, Esq. arrived at 5:23p.m.

Chairman Pinkham called the meeting to order at 5:05 PM

Call to Order

Action: Town Manager swore in Bethany Leavitt as a member of the Select Board/Assessor/Overseer of the Poor.

Chairman Pinkham welcomed Bethany Leavitt as being the newest Select Board member.

Approval of the January 10th minutes –

R. Wakefield made a motion accept the minutes as presented M. Pinkham 2nd the motion and B. Leavitt abstained. The minutes were approved 2-0.

Treasurer's Warrant:

Treasurer's Warrant was signed

Agenda Adjustments:

- Town Manager Guidelines/Policy
- Town Information process

Old Business:

Treasurer's Reports

R. Wakefield explained what the Treasurer's Reports were and how their information could be used.

Hastings House RFP

The RFP bids were reviewed. Discussion was held regarding whether to accept the bids are presented or not. It was discussed that the Town can re-issue the RFP for clarification purposes.

B. Leavitt made a motion table the RFP bids in order to allow her to review the Town's RFP, M. Pinkham 2nd the motion and it was unanimously approved 3-0.

Re-Valuation RFP

Discussion was held regarding the programs and process that KRT are able to use and the difference in costs.

R. Wakefield made a motion award the re-valuation contract to KRT, using the Access Pro 5 program and cost. B. Leavitt 2nd the motion and it was unanimously approved 3-0.

Action: Town Manager will contact KRT to inform them of the acceptance of their proposal and to set up a zoom call for questions.

Fire Chief Appointment

Discussion was held regarding the improvement of volunteers and participation since the end of November/beginning of December 2021, which is the time that Mike Pinkham, II became Interim Fire Chief. The Town Manager made a recommendation to appoint Mike Pinkham, II as Fire Chief.

B. Leavitt made a motion to appoint Mike Pinkham, II as Fire Chief, R. Wakefield 2nd the motion and it was unanimously approved 3-0.

Action: Town Manager swore in Mike Pinkham, II as Fire Chief.

Ordinances

Discussion was held regarding the ordinances that have already been updated and those that still need to be updated. R. Wakefield noted that he, CEO Rebecca Albright and Town Manager Tozier have worked on the updated Building Ordinance in the past but there are still a few things that were omitted and need corrections. Attorney Pileggi explained that the Select Board members may participant on a committee as a resident but not acting as their appointment of a Select Board member. Attorney Pileggi suggested appointing committees for each ordinance. Discussion was also held regarding the forming of a Medical Marijuana Committee.

R. Wakefield made a motion to that the Town Manager work on forming a committee for the Building Ordinance, the Harbor Ordinance and the Weight Limit Ordinance, B. Leavitt 2nd the motion and it was unanimously approved 3-0.

B. Leavitt made a motion to form a Medical Marijuana Committee with the intent to draft of the proposed ordinance regarding retail/business purposes for the Select Board to review. R. Wakefield 2nd the motion and it was unanimously approved 3-0.

R. Wakefield made a motion to table the Rental and Junk Ordinances until the next meeting, B. Leavitt 2nd the motion and it was unanimously approved 3-0.

Action: Town Manager will work on assembling committees for these ordinances. Candy Eaton volunteered to Chair the committee for the Weight Limit Ordinance and Mike Pinkham, II stated he would be on the committee as well.

New Business

Select Board Rules/Procedures

Attorney Pileggi discussed the "Town Manager Plan" and the Select Boards duty to the public. Attorney Pileggi explained that as the Select Board and the town's residents have chosen to have a Town Manager, the Select Board members are not authorized to order or request the Town Manager's staff to perform duties. Any and all requests from the Select Board collectively should be directed to the Town Manager.

Animal Control Officer

No discussion was held on this matter. The ACO is currently in Florida and there is no back-up at this time.

Healthy Acadia

M. Petrini discussed Healthy Acadia's Tobacco Free Policy, including the use of non-medical marijuana and E-smoke//vaping. Mia also explained that there is a mini grant to help support the use of a policy.

R. Wakefield made a motion work with Healthy Acadia to coordinate and gather information regarding a Tobacco Free Policy, B. Leavitt 2nd the motion and it was unanimously approved 3-0.

Island Fellow

G. Edwards discussed the Island Fellow program and suggested writing a proposal to get a fellow.

R. Wakefield made a motion that the G. Edwards and the Town Manager develop a plan for an Island Fellow. B. Leavitt 2nd and the motion passed, 3-0.

Transfer Station – Demo (Roll Off)

No discussion was held.

R. Wakefield made a motion to table this until the next meeting, B. Leavitt 2nd and the motion passed, 3-0.

Town Manager Policy

Roger explained that the reason for the policy was to give guidance regarding the amounts allowed for spending.

R. Wakefield made a motion to table this until the next meeting, B. Leavitt 2nd and the motion passed, 3-0.

Town of Sullivan Information

Roger discussed the concerns residents expressed regarding the need to keep the community informed and recommended having more forums.

R. Wakefield made a motion to bring the Town Crier back, B. Leavitt 2nd and the motion passed, 3-0.

Reports

Town Manager

Town Manager reported that copies and a price list for a new electronic sign are in the Select Board packets and that contact numbers have been completed for the attendants use at the Transfer Station.

Age Friendly Committee:

C. Eaton discussed the Bucket Brigade and having a proposed policy to have people sign-up for it and volunteers will be available to assist residents filling their own bucket of sand the first Saturday of every month at the Transfer Station. C. Eaton also noted that the Age Friendly-Sullivan video will be coming out shortly, and Bone Builders has started again.

Broadband Committee:

No broadband report.

Harbor Committee:

R. Wakefield provided an update about the Harbor Committee and it's Ordinance. It was also noted that Tim Doughty has been plowing the ramp.

Action: The Harbor Ordinance will be brought to the Town Meeting.

Code Enforcement Officer:

No CEO report.

Sullivan Fire and Rescue:

Fire Chief M. Pinkham, II provided a written report listing the calls for the month of January 2022 and discussed researching boats regarding the approved grant for one.

Cemetery Committee:

G. Edwards discussed the continued work of the Committee on developing the Cemetery Ordinance.

To Do List:

No list was reviewed at this meeting but R. Wakefield did mention need to move ahead with the forming of the Parks and Rec and the Comprehensive Plan.

Public Comment:

It was noted that the Franklin Planning Board is meeting on 2/24/2022 to discuss the Quarrying Application and the meeting is also available via Zoom. There is a huge concern as flat beds with boulders have been seen going down Taunton Drive towards the South Bay Road. It was also noted that a number of children have been seen driving ATVs on the road (Taunton Drive) and this is unsafe.

Selectboard Comment:

None

Adjournment:

R. Wakefield made motion to adjourn meeting at 8:04 PM, M. Pinkham 2nd. Passed 2-0

Respectfully submitted,

Stacy M.G. Tozier, Town Manager and Acting Secretary

Minutes of February 15, 2022 - Approval on March 14, 2022

Michael A. Pinkham

Bethany Leavitt

Roger E. Wakefield