

Sullivan Board of Selectmen  
Regular Meeting  
May 8<sup>th</sup>, 2023  
5:00pm

Selectmen: Bethany Leavitt, Reginald “Bud” Means

Town Clerk: Yvette Grindle

Audience: Erin Shanahan, Roger Wakefield, Elizabeth Wakefield, Gary Dahn, Kelly Sheehan, Toby Sheehan, Mike Hoskins, Cynthia Perkins, Mary Lou Barker Conrad Ober, Norman Bamford, Candy Eaton, Don Snoke, Marlene Daley, Paula Ring, and Phil Dunbar.

**Call to Order**

Bethany Leavitt Called the Meeting to order at 5 pm with the Pledge of Allegiance.

**Approval of the minutes**

Reginald “Bud” Means moved to accept the minutes from the 04-10-2023 Selectboard Meeting as presented.

Bethany Leavitt 2<sup>nd</sup> the motion, and it passed 2/0.

Reginald “Bud” Means moved to accept the minutes from the 04-24-2023 Selectboard Meeting as presented.

Bethany Leavitt 2<sup>nd</sup> the motion, and it passed 2/0.

**Agenda Adjustments** None noted

**Treasurer’s Warrant** Moved to the end of the meeting

**Public Comment**

Don Snoke stated that he had a couple of items of good news. The first being the Grant that was submitted to Senator Angus King for monies for the new Municipal Building has passed one of many Hurdles. Senator King has notified the Town he has read and approved the grant proposal and is passing it along to the next step for consideration. The second item He noted that in the past 7-10 days he saw crews putting in the Fidium Fiber Optic cables in Hancock. This could mean that soon they will be do this in Sullivan.

Mary Lou Walker addressed some concerns about vandalism at the Sumner Memorial Park specifically that someone has appeared to attempt to remove the plaque off the Veterans Memorial stone, by losing up the bolts attaching it to the granite stone. She also asked about the Flag for the flag pole at the park. Reginald “Bud” Means and Roger Wakefield will be going to the Park and look at the Weather Vane, Plaque, and lighting for the Flags.

Roger Wakefield expressed that he thought there needed to be some sort of policy about the reserve accounts and the need of getting the information that is passed at the Annual Town Meeting into trio. He also thought the purchase of the automobile from the reserve accounts was not correct and he strongly object of it being used for personal use not town business.

Marlene Daley stated she was concerned about the school system allowing content into the library that was explicit in nature and for a more mature audience. Also, that the new budget was over 23 million and that they city of Ellsworth was 25 million and our school served a smaller district and population. She continued with adults (Parents or community Members) was not allowed into the school due to safety reasons but that it was perfectly “safe” for our children.

The Selectboard thanked the audience for their comments.

**Public Hearing at 5:30pm**

Flanders Bay BBQ – Liquor License Renewal

Bethany Leavitt opened the Hearing to the public for comment. Candy Eaton stated that she endorsed the license being renewed. Don Snoke said as a neighbor of the Flanders Bay BBQ he has had no issues and would like to see them expand and grow their business

Reginald “Bud” Means moved to grant the Liquor License Renewal to Flanders Bay BBQ Bethany Leavitt 2<sup>nd</sup> the motion, and it passed 2/0.

## **New Business:**

### **Chair Opening Remarks**

Bethany Leavitt just did a general overview of the agenda.

### **Septic System Replacement**

Reginald “Bud” Means reported that a concerned citizen had notified him that there was an issue with the holding tank and seepage of sewer onto the lawn. A side note of Thanks to Greg Ring for notifying Reginald “Bud” Means of the problems with the septic system. The tank was pumped out several times and elements of the system has failed and needs replacing. Andrew McCullough engineer recommended we get a smaller system as the old system is much larger than what we need. It will be much more efficient and water tight the current system used to flow into the bay. Reginald “Bud” Means also noted that no trees / shrubs could be close to the septic system due to the issues of the roots causing problems. He also stated the leech field is working correctly. **Bethany Leavitt moved that the Town works with Willie Andrews and Andrew McCollough to get the septic system fixed, Reginald “Bud” Means 2<sup>nd</sup> the motion, and it passed 2/0.**

### **Tennis Court Fence Repair**

Roger Wakefield reported that he been in contact with the company who did the repairs to the fence on one side last year and that post needed to be replaced along with repair/replacing to fencing around portions of the tennis courts. He also noted that there was an external fund that should be enough to pay for the repairs. He also will be getting estimates from Superior Fence and hopefully from a few others. Bethany Leavitt advised Roger to check with Atlantic Landscaping.

### **Contractor Pre-qualifications**

Bethany Leavitt presented an application from Coastal Mowing and Chipping (Greg Ring) a general discussion about how Greg has in previous years mowed for the town the cemeteries and other areas. With a prequal points of 85.

**Reginald “Bud” Means moved that the Selectboard approves the prequalification for Coastal Mowing and Chipping to do work on behalf of the town. Bethany Leavitt 2<sup>nd</sup> the motion, and it passed 2/0.**

### **Budget Timeline / Schedule to Annual Town Meeting**

A general discussion about time line to have things in order in order to have a 7-day notice before the warrant was reviewed by the selectboard. Bethany Leavitt also stated that a few extra budget workshops could be added this month.

### **After some discussion with the Town Clerk about the start time of the Annual Town Meeting,**

**Bethany Leavitt moved the Annual Town Meeting start at 7pm Reginald “Bud” Means 2<sup>nd</sup> the motion, and it passed 2/0.**

### **Auditor Report**

Reginald “Bud” Means reported that he believed the auditors should be having the final report to us fairly soon

### **Draft SB Policies**

Bethany Leavitt stated that there was work being done on the use of Town owned vehicles. Adding items to the Selectboards Policy.

## **Old Business:**

### **Critical Transition Items (Local Health Officer, Job descriptions, etc.)**

#### **Executive Signer Nomination Correction:**

At the 04-10-2023 Reginald “Bud” Means was voted in to be the Executive signer after he was voted in and **Bethany Leavitt moved to do undo the previous nomination and to Place Amy Dunn in as an Executive Signer for the payroll. Reginald “Bud” Means 2<sup>nd</sup> the motion, and it passed 2/0.**

## **Job Descriptions**

A general discussion was held about what jobs needed descriptions. The need of a Harbor Master was discussed and whether or not if we need one or if the state requires the Town hires a Harbor Master.

Bethany Leavitt moved that Reginald "Bud" Means reach out to MMA. to see if the Town is required to have a Harbor Master if they have a Harbor Committee. Reginald "Bud" Means 2<sup>nd</sup> the motion, and it passed 2/0.

Reginald "Bud" Means stated he would like to see a yearly performance review/ evaluation for employees. Be put into the job description for the Town Manager.

Bethany Leavitt proposed a change to the Selectboard Policy to add to the Selectboard Policy a Town Hall Meeting mid-year (Jan or Feb).

## **Lynn's Notes**

She asked as to who was in charge of the E911/ naming of roads. As she has had a request for a Private Lane off from Tunk Lake Road a new residence will be going in there and work has begun on the road approximately 2000ft with the possibility of a 2<sup>nd</sup> place at the same point. The Selectboard stated Michael Pinkham 2<sup>nd</sup> was in charge of the E911/roads.

## **Blanket Permit for Local Contractors:**

It was asked if there could be a blanket letter for local contractors traveling Taunton Drive. The Selectboard stated that they rather not do that for a number of reasons. That they can ask access the permit online or come into the Town Office and pick up the form for a permit.

## **Mr. Clyde Lewis Hastings House**

Called and asked about the plans for Hasting House and expressed concerns about it being on a flood plain. Reginald "Bud" Means Stated according to how its zoned it's not a flood plain area.

## **Health Officer**

Bethany Leavitt asked that it be tabled to the next meeting for further discussion.

## **Stop Sign Placement:**

Mr. Sheldon Albee who lives on Higg Street called the Town office about the Stop Sign being placed on the wrong side of the street. Reginald "Bud" Means will look into the placement to see why its placed as it is and if it can be relocated.

## **Rental of Gazebo**

A party has expressed the desire to use the Gazebo for a wedding on July. Is there a fee and who is the contact person. Reginald "Bud" Means stated that no one should be using until the floor gets fixed. It was noted that it needs to be in good repair for the Memorial Day remembrance ceremonies. It was also noted that the monies should be available in a reserve account to do the repairs.

## **Repair to entrance of driveway**

Mrs. Raymond had addressed the Selectboard previous about the entrance to her driveway and it was agreed the town needed to pay for the repairs. Mrs. Raymond was wondering when it would be addressed. Reginald "Bud" Means will call the contractor that was supposed to take care of the repairs.

## **Transfer Station:**

This is the second month in a row that the transfer station had to close on a Sunday due to the compacter and or the demo dumpster is full. Residents are getting angry. The current sign needs to be fixed with the correct times. If the transfer station needs to close a sign stating it is closed would be helpful. Reginald "Bud" Means will work on doing some more training with the attendant.

## **New Safe**

We need a new safe as of the time of the selectboard meeting the safe was closed and unable to be opened. Selectboard tabled till the next meeting.

## **Bids For Salt and Sand:**

Has bids been solicited for sand for snow and/or Salt. Bethany Leavitt stated she would like to see the Traffic ordinance be revamped as this will help with items such as this.

**Postage increases in July:**

Should be considered when building the budget for the 2023-2024 fiscal year.

**Foreclosing on property:**

1916 US Highway 1 has unpaid taxes 2017-present this property should really be sold as there is over 12,000 in taxes as of 05-08-2023. Bethany requested some more information before making any decisions.

**Sullivan Fire Department (Options to combine with Sorrento)**

Fire Chief unable to attend the Selectboard meeting

**Town Administration, Fire and EMS budgets**

This portion of the Budget has been worked on and ready.

**Select Board Candidate Papers and Forum**

The Selectboard expressed the desire to have a meet and greet after the June 21<sup>st</sup> forum.

**Roads/E911**

Reginald "Bud" Means discussed the plans for resurfacing Taunton Drive. In 2015 the first 1400 feet from US Highway 1 was resurfaced and He stated that the resurfacing should start from that point so many feet to be determined. Bethany Leavitt agreed stating first with culverts and ditching. There was a discussion or having one contractor do the scope or work or multiple contractors and the Selectboard agreed that having one contractor do the entire project was best.

Reginald "Bud" Means also stated after the past heavy rains the issue with upper Tunk Lake Road has reoccurred and needs to be resolved as an emergency repair as the gravel has washed down into the culvert.

Perry Road not paved and needing repairs.

**Hastings House**

Nothing new to discuss at the time of the meeting.

**Petition to Repeal Voting Machines (Warrant Article)**

Marlene Daley and the Select Board discussed how the warrant was to be worded and agreed on the wording.

To see if the Town of Sullivan will vote to authorize the Selectmen, on behalf of the Town to do away with the all machines including tabulators and have hand counting only of votes during elections.

**Town Manager Reports:**

**Town Manager/Treasurer/Clerk** (Provide a TRIO Financial Report: Revenue, Expenses and Reserves through end of March)

No Report

**Code Enforcement Officer**

No Report

**Sullivan Fire & Rescue**

No Report

**Committees:**

**Age Friendly**

Candy Eaton submitted a written report. She made a special note about how bad the ticks are this year out in the community garden area.

**Budget**

Meeting on Tuesday May 9<sup>th</sup> to finalize before presenting to the selectboard.

**Cemetery**

No Report

**Communications**

No Report discussion about volunteers to serve on the committee, Yvette Grindle volunteered to be on this committee.

**Comprehensive Plan**

No Report

### **Harbor Master**

Roger Wakefield reported they have mapped Sullivan Harbor and assigned two moorings that came in and he requested that the title change of Harbor Master to Harbor Committee Report. The Selectboard agreed.

### **NEW Infrastructure (Roads, Buildings and Grounds, etc.)**

Work was done on getting together volunteers to serve on this committee. Reginald “Bud” Means, Roger Wakefield, and Marlene Daley stated they would be on the committee.

### **Ordinance Committee (Cannabis)**

Will be meeting on May 30<sup>th</sup> at 1pm

### **Parks & Rec**

Don Snoko reported that they are closing the bids on the picnic tables and benches for the Sumner Park. The Parks and Rec and Scenic By Way committees will be meeting with the ME DOT Larry Johansen on Tuesday May 9<sup>th</sup> at the Town Office to work on getting the drainage issue at Sumner Memorial Park resolved. This year during Sullivan Daze Parks and Rec are planning to have a cooling center, a car show, a family dance 5-9p (Until fireworks start) and offer concessions. Roger Wakefield enquired who was in charge of the Parade as he would like to offer the use of his Hudson Hornet for the Grand Marshall to ride in during the parade.

Some concerns was expressed about the lack of sidewalks between the Sorrento Sullivan Rec center and the Sumner Memorial Park and that should be looked into in the future.

Discussion on making sure the Flags was lighted and Marlene stated that some monies had been raised by the Girl Scouts about 7 years ago and that lights had been purchased at one time for the lighting of the flags.

### **Town Manager Search Committee**

Discussion as to who would serve on the search committee for the Town Manager. Don Snoko, Roger Wakefield, Marlene Daley, Gary Edwards, Bethany Leavitt, Andrea St. George – Jones, and Rob Eaton Tentative Plans for a Meeting May 13, 2pm

### **Board Comment**

Reginald “Bud” Means Thanked everyone for showing up to the meeting and being involved. He also asked about the flags going up on the utility poles before Memorial Day. Does the down want to do like it was in 2022. The consensus was the yes they would like to have it the same as it was in 2022.

Bethany Leavitt Thanked Rob Eaton for fixing the electronic sign so the town could be more informed about upcoming meetings. Bethany also expressed Thanks to Candy Eaton for her work on behalf of the Town.

### **Motion to Adjourn**

Reginald Bud Means moved to adjourn the meeting Bethany Leavitt 2<sup>nd</sup> the motion and it passed 2/0 Meeting adjourned 8:24pm.

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Bethany Leavitt

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Reginald “Bud” Means