

**Sullivan Select Board
Regular Meeting
March 25, 2024**

Selectmen: Reginald Means, Norman Bamford, Erin Shanahan

Town Manager: Ray Weintraub, Town Clerk: Yvette Grindle

Audience: Don Snoke, Gary Edwards (Via Zoom), Michael Pinkham II, Judy Ashby, Candy Eaton, Ryan Daley, William Andrews, and Graham Platner.

Call to Order

The meeting was call to Order by Reginald Means with the Pledge of Allegiance to the Flag at 5pm.

Approval of Prior Meeting Minutes

Norman Bamford moved to approve the minutes as presented from the February 26, 2024 meeting. Reginald Means seconded the motion, and passed 3/0.

Adjustments to the agenda

Reginald Means added section "(A) Personnel Matters" to the executive session on the agenda.

Treasurers Warrant

Norman Bamford moved to accept the Treasure's warrant as presented. Erin Shanahan seconded the motion, and it passed 3/0.

New Business:

Repair to Entrances to the Town Office

Town Manager open the discussion with the notification of the repair needed at the entrance on the Adult Education end of the building. The Town Clerk also notified the Selectboard that the Town had received a letter from the Secretary of State showing that they had been notified of non-compliance of the ADA most of the issues had been corrected except the entrance to the building which needed further actions. After a lengthy discussion, William Andrews offered to do a temporary fix at the Adult Education entrance. Judy Ashby stated that there are consultants who could help the town formulate a plan to address the Town Office entrance to the building.

Reginald Means moved to fix the rails and the doors activated at the Adult Education entrance put out to bid.

Norman Bamford seconded the motion, and it passed 3/0.

Reginald Means moved to have the Town reach out to a Disability Consultant before putting the Town Office Entrance out for bid. Norman Bamford seconded the motion, and it passed 3/0.

Discussion of Energy Efficiency portion of Building Ordinance

Graham Platner noted that any changes would not override the state code. However, the Town could not require the Code Enforcement Officer to enforce that portion of the code this would still be the state law. This would have to be voted on at the Annual Town Meeting. There were questions raised if it was possible to strike the whole Building Ordinance and write our own.

Reginald Means moved to strike enforcement of the energy efficiency portion of the Building code from the Towns Building Ordinance, To the Towns Annual Meeting in June, Erin Shanahan seconded the motion, and it passed 3/0.

Renewal of Liquor License Tracey's Seafood

The Tracey's was not present. The Selectboard signed the License application noting this is a renewal and no issues.

4th Monday of May is Memorial Day (When to hold Second Meeting in May)

The Town Clerk noted that the 4th Monday in May is Memorial Day, and where the Annual Town Meeting is in June there is quite a bit of work to be done before the June. She asked if for this one month they change the meetings from 2nd and 4th Mondays to the 1st and 3rd Monday's. The Selectboard agreed that for this one month that would work.

Old Business:

Warrant For Special Town Meeting April 29th 2024

Erin Shanahan requested that there be a wording change on exhibit 2 the curbside pick-up from "may" to "shall" placed in a container. After some discussion for clarifications. The Selectboard reviewed the warrant and signed.

Cannabis Ordinance Discussion

The Town Manager suggested that at the June 11th 2024 election the Town have the opportunity to vote if they wanted to The Selectboard agreed that it should be on the June 11th ballot for the Town to vote to opt in on creating a Cannabis Ordinance the question should be as follows "Does the Town of Sullivan want to opt in on creating a Cannabis Ordinance"

The Wording for the Question is "Do We as the Town of Sullivan want to opt in and create a Cannabis Ordinance?"

Housing Discussion (How do we create more housing opportunities)

Tabled until the Comprehensive Plan is implemented.

Committees:

Age Friendly

Candy Eaton passed out a written report she touched on the highlights (see attached report). She made note of the new Community Connections program. That Sullivan was being considered to be one of the Towns to facilitate this pilot program this program won't launch till September.

Budget Committee

Candy reported that she just finished a 6-year cash flow analysis, for investment purposes. She will be sending this to the selectboard with recommendations.

Gary Edwards reported that good progress, some extra meetings could be added if needed to have the budget given to the selectboard for their consideration in plenty of time before the annual town meeting.

Cemetery Committee

Meet the previous Wednesday they have been working on getting things in order and writing an ordinance. They have a new set fee's and working with the Office staff. Now they need to work on seeing where there is space available for mapping out available plots. They will be designating smaller lots for cremation burial plots. He also discussed the need for a sexton to do some work on the management of the cemeteries and the maintenance of cemeteries. Also noted was the creation of a fillable permit that will be on the website.

Communications Committee

The Town Clerk reported that they had a meeting on March 21st reviewed the April edition of the Town Crier, Discussed the Sign Ordinance, and looked at the possibility of being able to send out text/email alerts. The Town Manager and Town Clerk has a meeting on Wednesday 3-27 to talk with Town-Alert. One of the committee members strongly urged the committee look into getting an Instagram account. This is actually linked to Facebook, but a number of people don't use Facebook but do use Instagram.

Comprehensive Plan

Judy Ashby noted that the Comprehensive Plan committee had their first public engagement sessions. There was a total of 42 participants excluding the committee members. Over all the community had a positive time of information. The next part is interviewing stake holders with in the community organizations, and businesses. Erin asked what the average age of individuals. Judy noted there was a good range of ages. Don Snokes noted that it was generally the same individuals who attend the Annual Town Meeting. Erin Shanahan noted the need to get the 18–25-year-old population of the Town.

Infrastructure (Roads, Buildings and Grounds, etc.)

No Report

Sullivan Daze Committee

The Town Clerk read the written report. (See attached paper.) Erin Shanahan noted that she had sent out 38 applications with in 2 days. Michael Pinkham II reached out the Grand Rental to see if they had another tent to sell to the Town. He also said he requested help with learning how to set up the tent. Norman Bamford reported that the Parade was to honor the 235 years of Sullivan History and the Comp plan is our future so the theme is "Back to the Future". Norm has spoken to a Delorian enthusiast group and there should be at least 3 Delorian's in the parade and the Car Show.

Parks & Rec

The Town Manager discussed the CCAR kids camp with about 4 signed up so far none from Sullivan as of 3-25-24. A general discussion was had about the age limit 6–9-year-old. The Town Clerk also reported about a webinar and discussed about having some ideas for small group activities and working with Age Friendly.

Public Comment

William Andrews asked what could be done about the limit of 10 yards of soil and the length of time it takes to get permits accepted.

Don Snokes wanted to note that he disagreed with William Andrews opinion about Insurance companies and their in regards to enforcement of individuals following Building Code and Energy efficiency codes.

Judy Ashby stated that she appreciates the thoroughness of our Code Enforcement Office. That he makes sure that everything is the way is done correctly.

Graham Platner wanted to bring to the Selectboard about the Maine Food Sovereignty and the need of the Selectboard needs to look into creating an Ordinance. This is so the Town can opt into food producers so local farmers could sell to their neighbors this would exclude poultry and meat. With this ordinance the State would respect that ordinance and not enforce the State food safety regulations. This would not cover selling Restaurants or stores. Erin noted that this should be put on the agenda in the next Selectboard Meeting. There could be a reciprocity clause covering individuals selling from neighboring towns.

Citizen of the Year and Spirit of America Nominations

The Town Manager noted that the Selectboard had asked about the rules and regulation. Erin Shanahan asked what the difference between the two awards. The Town Clerk noted that the Spirit of America Award was a nomination for the award and that the Citizen of the Year was something the Town awards. Erin Shanahan asked if that the Selectboard could first focus on the Citizen of the Year and then nominate the Citizen of the Year recipient for the Spirit of America award. The Town Manager stated that could be done. Reginald Means asked if people would be nominated and how the voting would be handled.

Town Manager Reports:

Town Manager

Boston Post Cane

Muriel Brown was nominated to be the recipient of the Boston Post Cane. The Town will reach out to her and the Town needs to work out how to deal with the cane and maybe having a box with all the former recipients listed.

Earth day Schoodic Scenic By-Way Clean-up

The transition is going on the Town Manager met with Candy Eaton. He has all the information to organize this event.

Maintenance Person

The Town Manager has reached out the applicants and will be scheduling interviews with in the next few weeks. There are 3 applications.

Town Report

The Town Manager asked about the size of the Town Report. Showing an example of a smaller size report. The Majority of the audience vetoed the smaller size as the type in the report was quite small and not easy to read.

KRT Issues

There have been some issues with compatibility, lack of assessor and the need to address the need to resolve these issues. The Town Manager presented a proposal as to how to resolve some of the issues with a lack of an
Norman Bamford moved to take the issue and proposed plan for a solution to Executive Session Confidential Information F and A. Reginald Means seconded the motion, and it passed 3/0.

Sullivan Fire & Rescue

Ryan Daley asked the Selectboard to consider Donating the Rescue Squad that has been for sale a few months. There is a Neighboring Town(Waltham) who recently lost their Squad. This would be a good public relation for the Town along with a good opportunity to pay it forward. Michael Pinkham II noted that there should be some stipulations attached, such as Waltham not reselling within a certain amount of time.

Norman Bamford moved to donate the Rescue Squad to the Town of Waltham with stipulations. The Fire Chief will the Town Manager to work on the language of the contract with the Town of Waltham. Erin Shanahan seconded the motion, and it passed 3/0.

Chief Pinkham Submitted a report see attached sheet. He also discussed the need to provide sleeping quarters for EMS as some of the individuals live out of town 15-20 minutes out. This causes a slower response time when minutes count when someone is in need of care. He reported that he and Mainly Vinyl inspected the Fire Station on Route 1 the roof and doors repairs cost would be around \$25,000. However, the block on the building is in poor shape. There is a question if the building is constructively safe. He will be meeting with Elliot Norwood who does masonry work to see if the building should be repaired or to just build a new Fire Station on the Hastings Property. The Town Manager stated that there are holes you can put your arm through. Mice issues and not efficient energy wise and that the parking lot has issues also. Chief Pinkham also is looking to get a boat. The department received a grant a couple years ago that was denoted for a purchase of a boat. This needs to be used before the organization request the monies back or won't give monies on future grants to the Town. Chief and Michelle Pinkham are taking a Boating Class and is looking for an appropriate for all the bodies of water in Town. The new truck has been pushed to January due to getting a chassis. Chief Pinkham has been gathering plans from surrounding towns that have built new Fire Stations. So, the Town could start planning the foot print to a new Fire Station.

Judy Ashby noted that the number one comment at the brain storming session at the Sullivan Sorrento Rec Center was about the Fire Department and to make sure they had the resources needed to do their job. Also discussed was to institute a Fire Fighter training program at Sumner High school through the HCTC.

Harbor Master

Graham Platner announced that he is officially a qualified Harbor Master. The new online mooring and wharf permit program should be online by the end of the month. He made a note to inform the board about grant programs and he was going to look into more. Of especial concern is the Flanders Bay Boat launch. Its in need of upgrading and repairs. Parking is an issue but there is very little land available. The launch is a big issue its not long enough and a big bump. Chief Pinkham noted that he could not launch a boat from there if there was a need to do a rescue.

Board Comment

None noted

Executive Session

Reginald Means moved to go into executive session at 7:49pm

Out of Executive Session at 10:15pm

Executive Session pursuant to 1 MRSA § 405(6) (A) to discuss Personnel Matters

Reginald Means reported that the Selectboard voted to keep the current Town Manager for 6 more months.

The proposed accessor situation solution needed some supplemental information. A decision shall be made after confirmation of the availability of budgetary funds for this fiscal year and next.

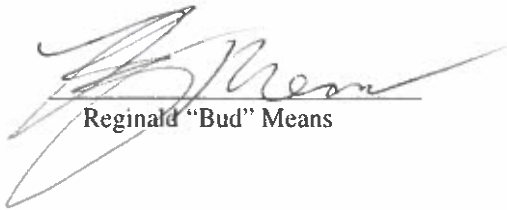
Executive Session pursuant to 1 MRSA § 405(6) (F) to discuss confidential records

They approved all the property abatements that was brought before them 3-25-2024.

Motion to Adjourn

Norman Bamford moved to adjourn the meeting. Reginald Means seconded the motion and it passed 3/0.

Meeting adjourned at 10:15pm



Reginald "Bud" Means



Norman Bamford



Erin Shanahan