TOWN of SABATTUS

190 Middle Road • Sabattus, Maine 04280 • Phone: (207) 375-4331 • Fax: (207) 375-4104

Selectboard Meeting Minutes

July 21, 2026 – 6:30 PM

Roll Call of the Selectboard:

→ Laura Clifford, Chair	PRESENT
→ Noel Hinkley	PRESENT
→ George Merrill	PRESENT
→ Nancy Provost	PRESENT
→ Rick Lacombe	PRESENT

Others in attendance: Angela Mitchell; JP Mitchell; Mark Moulton; Jerry Sabins; Mark Duquette; Ryan Stevens; Bruce Lovett; Kevin Brewer; Linda Brewer; Karen Atwood; Laura Slyk; Cory Golob; Jon Mennealy; Don Landry; Kathy Snape; Rose Cyr; Alex VanSant; Raquel Welch, Town Manager; Thomas Williams, Town Clerk.

I. **Agenda Adjustments** – no adjustments were made.

II. **Ceremonial Presentations and Staff Recognitions**

a. Tim Pinard - 7-12-95 - Public Works - 31 years
b. Matt Gaydos - 7-1-2006 - Public Works - 20 years
c. Kevin Burgess - 7-13-14 – Fire - 16 years
d. Colby Brown - 7-20-22 - Fire - 4 years
e. Nick Blais - 7-2-24 – Fire - 2 years

III. **Public Hearings and/or Informational Meetings**

a. Public Hearing for Catering Permit/Special Event/Liquor License- Jill Cunningham

George made a motion to enter public hearing, seconded by Noel.

5 in favor, 0 opposed, 0 abstained. Motion carried.

George announced that he will abstain from the conversation and vote due to abutting the property and being related. The application was reviewed and there were no questions.

Nancy made a motion to end public hearing, seconded by Rick.

4 in favor, 0 opposed, 1 abstained. Motion carried.

Nancy made a motion to approve the liquor license for Jill Cunningham, seconded by Rick.

4 in favor, 0 opposed, 1 abstained. Motion carried.

IV. **Staff**

a. **New hires**: Dustin Barry - Fire Chief

Chief Barry was ceremoniously sworn in by the Town Clerk.

b. Resignations: Deanne Belkin – Police Department

V. **Department Reports** – Reports were posted with the agenda and will be posted along with the minutes. However, the Treasurer's Report was read by the Town Manager.

George made a motion to accept the Treasurer's Report as written and read, seconded by Rick.

5 in favor, 0 opposed, 0 abstained. Motion carried.

VI. **Unfinished Business**

a. Roll Off Truck - Minimum bid on current truck, new truck is in Pennsylvania still being completed.

Nancy made a motion to table discussing putting the roll off truck out to bid until the new truck is delivered, seconded by Rick.

3 in favor, 1 opposed, 1 abstained. Motion carried.

b. Fire Department Grant – the Town Manager has submitted the grant package to HUD.

c. Field Use Policy - 2nd reading

The Board reviewed previous discussions to proposed alterations to the existing policy.

There is still significant concern over the use of Bucky's Field and priority scheduling.

A discussion ensued about firearms, whether a prohibition should be added to the policy or not. Wording could include "loaded firearms" or "no discharge of firearms."

It was suggested that specific facilities/locations with specific rules have addendums outlining the guidelines, so they are covered in the policy. The Board will revisit this policy at the August 18th meeting after addendums are drafted for Bucky's Field and Martin's Point Park.

d. Cost Recovery – would the Board like to move forward?

George made a motion to move forward with pursuing cost recovery, seconded by Rick.

Does the Town need an ordinance or a policy? The Town Manager will gather more information depending on the Boards decision whether to move forward.

George asked, if the Town moved forward, where the money would go when it came it. The answer, dependent on how the policy/ordinance is written. George suggested the Fire Department Capital Equipment account.

Nancy asked if this process is something our Town could do internally. Chief Barry indicated he believes having a third-party company doing the work makes everything easier despite not collecting the full amount due to paying from the cost recovery. However, it is more money than the Town is getting now.

4 in favor, 1 opposed, 0 abstained. Motion carried.

e. Social media policy - 2nd reading

f. Remote policy - 2nd reading

Nancy made a motion to table the second reading of the Social Media Policy and the Remote Participation Policy, seconded by George.

5 in favor, 0 opposed, 0 abstained. Motion carried.

VII. New Business

a. PSAP and Dispatch Services Contract

George asked what the rush is on signing a contract that doesn't take effect until July 1, 2027, and encouraged looking at other options. The Town Manager will reach out for other prices – by November 1, 2026, which is the automatic renewal date for the contract.

b. Kevin Brewer- Green St. traffic & Citizen's petition

Greene Street traffic - Mr. Brewer gave an update as to his observations on traffic patterns and the speed. George suggested speed tables. Raquel will reach out to the Department of Transportation and the Androscoggin Transportation Resource Center for potential options.

Citizen's petition – Kevin Brewer collected enough valid signatures to bring a petition before the Board regarding the development on No Name Pond Road. At this time, the Developer has followed the ordinances of the Town and State Law so there is not much the Town can do. However, it was suggested that preventing future large projects in the future can only be done by tightening ordinances in compliance with state regulations.

c. Award Parking Lot bid

Mainely Sealcoating - $8,430 for part one, and $8,430 for part two.
JRA Sealmasters $23,000.
B&S Paving and Construction $26,450.
George made a motion to award the bid to Mainely Sealcoating, seconded by Rick – to schedule the first part of the service for $8,430 and the second part scheduled prior to the end of the budget year.

5 in favor, 0 opposed, 0 abstained. Motion carried.

d. Moratorium on Data Centers

Nancy made a motion to approve a temporary moratorium prohibiting data centers in Sabattus, seconded by Rick.

5 in favor, 0 opposed, 0 abstained. Motion carried.

e. Confirmation of Dustin Barry for Fire Chief

George made a motion to confirm the appointment of Dustin Barry as Fire Chief, seconded by Nancy.

5 in favor, 0 opposed, 0 abstained. Motion carried.

f. Repeal foreclosure/tax acquired property policy- current policy does not match state regulations. Town will follow State guidelines.

George made a motion to repeal the Foreclosure/Tax Acquired Property Policy and follow State statutes, seconded by Rick.

5 in favor, 0 opposed, 0 abstained. Motion carried.

g. Marsh Rd - request for decrease in speed limit

Town Manager will reach out to the Department of Transportation as the DOT controls all speed limits.

VIII. **Approval of the Selectboard Minutes**

Rick made a motion to approve the minutes of the Selectboard meeting from June 16, 2026, seconded by George.

4 in favor, 0 opposed, 1 abstained. Motion carried.

IX. **Comments from the Town Manager** – Report is posted with the Department reports and with these minutes.

X. **Comments from the Board**

a. George – Use and deployment of the speed trailer – it's been on Main Street for a while now. Looking at the recent Police report, it seems like numbers are down and I think we could do better. Public works inventory road signs – some signs aren't readable anymore. Requested budget update for FY26. Prior to the next meeting, hopefully have some information regarding tax commitment. I spoke to the Town Manager about an Adopt-a-Spot program.

b. Noel – Great job with the camera moved into the new position but feel like it needs to be moved more to make sure everyone is fully on camera. Congratulations to the new Fire Chief. Thanked the Town Manager for going above and beyond. Kevin Brewer, great job with the work you've done on the Greene Street road studies.

c. Nancy – I'd like to look at a way to be more organized with our policies and ordinances to ensure they can be found. I'm concerned about the Fire Department grant. Would like to see the next meeting start early, perhaps 5:30PM.

d. Rick – Congratulations to Chief Barry. Where are we with road paving? The crews are now working with the tie ins. Once that's done, the bond will be evaluated to see if more work can be done.

XI. **Comments from the Chair**

The new website has a report an issue button. If you're interested working at the polls, elections are right around the corner, see the Town Clerk. School will be starting soon so there will be kiddos waiting for buses so be mindful. I want to thank the members of the public who are participating in the process for things going on in Town. We have also installed the little library outside of the Town Office, relocated from the Sabattus Primary School property.

XII. **Comments from the Floor**

a. Alex VanSant – Gendon and Gendron did a great job with Webster Corner Road. Is anything happening with the shoulders now that the road has been repaved.

b. Jon Mennealy – Sabattus Rec Running Club had the largest and fastest team in June, the largest team in July, and looking forward to the August 5K.

c. Rose Cyr – Phelan Street – would like to have evaluation if a road can be repaved.

d. Karen Atwood – The Sabattus Historical Society on behalf of the Town awarded the Boston Post Cane to Johnny Coburn who is 94 years old. Karen asked about the final decision about powerboat fees at Martin's Point Park. The Commissioners decided to put a box to collect fees. Discussion ensued about the deed and the wording. The Town Manager will consult with the Town Attorney regarding the matter.

XIII. **Important Dates**

a. Selectboard Meetings: August 4, August 18, September 1, September 15

b. Planning Board Meetings: July 28, August 25, September 22

c. Holidays: Labor Day September 7

d. Blood Drive: July 30 @ Town Hall – 10AM – 3PM

XIV. **Executive Session(s)**

XV. **Adjournment**

George made a motion to adjourn at 8:24PM, seconded by Rick.

5 in favor, 0 opposed, 0 abstained. Motion carried.

Laura Clifford

George Merrill

Rick Lacombe

Noel Hinkley

Nancy Provost

Minutes approved on: 08/04/2026

TOWN of SABATTUS
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Town Manager – Raquel Welch-Day

Town Manager's Report 7/21/2026

Fiscal Year-End Closing
The fiscal year-end closing process was completed successfully. I would like to thank the office staff for their hard work and attention to detail in ensuring a smooth transition into the new fiscal year.

Welcome Fire Chief Dustin Berry
I would like to officially welcome Dustin Berry as the Town's new Fire Chief. We are excited to have him step into this leadership role and look forward to working with him as he continues to build upon the excellent service provided by our Fire Department.

Police Department Update
Although the Police Department recently experienced the departure of one officer, the department has continued to work diligently to ensure all shifts remain covered. Chief Goss and the officers have done an excellent job maintaining service levels while Chief Goss continues his recruitment efforts to fill the vacancy.

Maine Municipal Safety Grant Award
The Town was awarded a Maine Municipal Safety Grant to purchase three standing anti-fatigue mats and a new fire extinguisher for the Town Office. These improvements will enhance employee safety and workplace conditions at no cost to local taxpayers.

Housing opportunity Program Grant
The Town has also received a grant in the Amount of $10,000 to assist with updating our municipal ordinances. This funding will help ensure our ordinances remain current, legally compliant, and reflective of the community's needs while reducing the financial burden on taxpayers.

Department of Energy Grant Application
We are currently applying for a grant through the Department of Energy to participate in a pilot program that would provide the Town with access to an automated permitting system. If awarded, this technology would improve efficiency, streamline the permitting process, and enhance customer service for residents and contractors.

Annual Audit
Work has begun on the audit for the previous fiscal year. Completing the audit early in the budget cycle will provide the Board with accurate financial information and concrete figures as we begin preparing this year's municipal budget.

DMV Truck Registration Certification
I am pleased to announce that the Town Office staff has officially been certified by the Maine Bureau of Motor Vehicles as a Truck Registration Office. This certification allows our staff to

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process all truck registrations directly in the Town Office, eliminating the need for residents to travel to the Bureau of Motor Vehicles to complete these transactions.
This is another step forward in improving customer service and providing greater convenience for our residents. I would like to commend our office staff for the time and effort they invested in completing the required training and certification.
Great job, team!

Transfer Station Employment Opportunity
The Town continues to seek part-time employees for our Transfer Station. This is an excellent opportunity for individuals looking to serve the community in a flexible, part-time position.
If you or someone you know is interested, please contact Transfer Station Manager Jerry Sabins for more information.

Winter Road Maintenance Improvements
After reviewing our winter maintenance practices and consulting with our Road Foreman, I have decided that the Town will begin utilizing a liquid Ice Be Gone in our salt/sand mixture this coming winter. This method is widely used by municipalities throughout Maine and has proven successful in improving the effectiveness of winter road maintenance while reducing overall material usage and costs.

At a previous Board meeting, I incorrectly presented this purchase as an expenditure that would exceed the Town Manager's $5,000 spending authority. After further review, I recognize that I should not have presented the matter to the board.

My decision to move forward with this initiative is based on the expertise and recommendations of our Road Foreman, who brings many years of experience in winter road maintenance. This approach is intended to improve the condition and safety of our roads while reducing long-term costs to our taxpayers. I believe it is important to utilize the knowledge of our experienced staff when making operational decisions that benefit both the Town and its residents.

Current Road Projects
Gendron & Gendron is currently completing all tie-ins associated with this year's paving projects. Once the primary paving project has been completed and paid in full, it is my intention to seek bids for paving the remaining sections of Marsh Road and Park Street.

Our Public Works crew has been busy replacing culverts on Marsh Road while continuing roadside mowing, routine maintenance, and responding to the day-to-day projects and repairs that arise throughout the community.

Town Garage Improvements
All siding and insulation materials for the Town Garage have been purchased, and we are currently awaiting delivery. Once the materials arrive, the Public Works crew will begin the

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project, completing the work as time allows between their regular maintenance responsibilities and other ongoing projects.

I would like to thank our Public Works employees for their continued hard work and dedication. Their efforts to keep up with scheduled projects while responding to the daily needs of the community are greatly appreciated.

Treasurer Report as of Jul 14, 2026

Delinquent Taxes Outstanding through July 14, 2026

Delinquent Taxes Years	Principal Tax Due	Interest w/cost due	Total Tax Due	Accts
Taxes Outstanding:				
2020	257.38	214.89	472.27	1
2021	1,716.43	941.05	2,657.48	2
2022	2,001.75	735.78	2,737.53	2
2023	2,907.76	792.14	3,699.90	5
2024	9,128.18	2,670.31	11,798.49	13
2025	81,824.82	12,656.52	94,481.34	55
2026	252,056.84	15,091.51	267,148.35	124
Totals	349,893.16	33,102.20	382,995.36	

Delinquent taxes collected between 6.1.26 through 7.14.26

Principal:	186,738.96
Interest w/Cost	(1,617.13)
Total Delinquent Taxes Collected:	185,121.83

Police

We have been in full recruitment mode trying to find candidates for the vacant Officer positions. Officers have been getting out in front of all the yearly on-line training that is mandated. Several classes have been completed already. Every Law Enforcement Agency in Androscoggin County is in the process of converting to a new Records Management Software. Mid-way through June the conversion took place. It has come with many glitches but we are working to get things on track. The ability to generate reports about our daily activities has been hampered for the time being. Eventually we hope to be able to run those reports and generate statistics in a timely manner.

Upon receiving the report from Safety Works I went to work correcting the deficiencies that were noted for the police department. There was a total of 11 items that needed correction. 2 have already been completed. 6 are annual training related that every member of the department must take online classes. Some have already finished and others are working on it. Should be current within 30 days. 1 requires a policy wording change and the other 2 I will have wrapped up by 7/24/2026. The Police Department should be 100% in compliance by the end of July.

JUNE 2026 Calls for Service

Vehicle Stops:	47
Suspicious Person/Vehicle:	28
Wellbeing Check:	14
Assist other Agency:	8
Threatening:	1
Suspicious Condition:	11
Children Troubles:	4
Medical Incidents:	6
Accidents:	13
Property Site Check:	67
Other Criminal:	1
Other Non-Criminal:	1
Criminal Mischief:	1
Police Information:	7
Abandoned 911 Call:	10
Disabled Vehicle:	2
Neighbor Troubles:	4
Admin Paperwork:	5
Motor Vehicle Laws:	17
Alarm:	2
Weapons Offenses:	1
Disturbance / Disorderly:	8

Sabattus Fire

07/14/2026

For the month of June,

The department responded to 57 calls for service, 11 fire calls and 46 EMS calls

I held my first officer's meeting and had a productive meeting with the department's command structure.

We are looking to hire 2 new per diems to fill holes in the schedule.

Engine 2 was repaired and is no back in service.

We have started getting everyone trained on the Marine 1, who currently isn't trained. Starting with an online boater safety course and then an in house boat rescue training

I am in the process of scheduling a free UTV safety course through Maine Fire Service Institute. Class will be held either at the end of august or beginning of September, waiting for the instructor to confirm dates.

I have recently updated all of our mutual aid run cards and have started to revise the department SOG's.

Reviewed the department's span of control and cut one Lieutenant position. We will be filling the vacant Captain's position; this will help keep the integrity of the department's chain of command and span of control.

We will also be implementing monthly AED and Fire extinguisher at town buildings; this will satisfy Maine BLS requirements. I am finishing up creating the check lists for this.

Thank you

Dustin

Monthly Report for June 2026 Public Works.

This month at Public Works we have done the following.

We have begun roadside mowing. Street sweeping was completed.
Continued cold patching in a few problem areas that we hope to adopt into this years paving. Park street culverts changed and ditching . we added a cross culvert to drain a water issue that was a major problem.in this area. For whatever reason this cross pipe was taken out a few years ago. Everything looks good I commend the crew for an excellent job. I'm shooting for this fall to pave this road because of its very poor condition.

Dube Drive has all culverts changed we will finish up ditching very soon.
Gendron has been working on paving Furbush Rd , Fisher Farm Rd and Sutherland Pond Rd. This should be completed in a couple of weeks weather pending.

Webster Corner Rd was Ground and Graded base pavement in down. A little bit of clean up and finish pavement will follow shortly.

In our Mechanics Shop general maintenance on Police and Public works vehicles is on going. As you know our fleet is ageing but with the care our Mechanic does its keeps things going. I want to thank Jason for his continued great work. We as a Department are working every day to continue to move the Town of Sabattus in a positive direction for all.

Thank You,
Bob.

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Transfer Station

190 Middle Road Sabattus , Maine 04280
Phone : (207) 375-2507 Fax : (207) 375 4104

June selectboard Report

1- 6 Recycling Cans Hauled 13 Tons

2 - 13 Demo Cans Hauled 41 Tons

3 - 4 Trash Cans Hauled 50 Tons

4- Grimmel Hauled 4 cans of metal

5 Freon removal from units 70 items

6 computers Tv,s bulbs removed from Transfer invoice in packet