TOWN of SABATTUS

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

Selectboard Meeting Minutes
August 4, 2026 – 5:30 PM

Roll Call of the Selectboard:

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

Others in attendance: Mark Duquette; Alex VanSant; Angela Mitchell; JP Mitchell; Roger Brault; Tiffany Brault; Eugene Hamm; Jon Mennealy; James Rancourt; Megan Peacock; Kathy Snape; Don Landry; Rocky Wallace; Aaron Edwards; Tood Gendron; Jerry Sabins, Transfer Station Manager; Jeff Goss, Police Chief; Dustin Barry, Fire Chief; Thomas Williams, Town Clerk; Donna Hays, Assessing Agent; Raquel Welch, Town Manager.

I. Agenda Adjustments

a. New Business will be moved ahead of Unfinished Business.
b. Add a new item under New Business – Appoint an investigator for a letter from the Police Union.

II. Ceremonial Presentations and Staff Recognitions

August 4, 2020 - Mark Moulton - Fire Dept. - 6 yrs
August 12, 2024 - Zach Mitchell - Fire Dept. - 2 yrs
August 4, 2025 - Coleen Pike- Howard - Town Office - 1yr
August 4, 2025 - Thomas Williams - Town Office - 1 yr
August 25, 2025 - Ryan Stevens - Fire Dept. - 1 yr
August 25, 2025 - Nathan Boucher - Police Dept. - 1 yr

III. Public Hearings and/or Informational Meetings: None

IV. Staff

a. New hires: Fox Saucier - Transfer Station; Clayton Snelling – Fire Dept. Per diem
b. Resignations: None

V. Department Reports- None

VI. New Business

a. Appoint an investigator for a letter from the Police Union

Rick made a motion to instruct the Town Manager to appoint an investigator to the matter brought forth in a complaint from the Police Union, seconded by Nancy.

George asked if it was necessary to spend the money on this and the Town Manager stated this course is the recommendation of the Town Attorney.

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

b. Set MIL Rate

Donna Hays, Sabattus Assessing Agent, shared that the Town has picked up $7million in value, the market rate of the Town is 64%, and the changes to the various exemptions. She provided three different tax rate calculations for the Board to consider, with the recommendation to hold the rate steady at 19.90.

George asked why it is recommended to stay stable when there is an opportunity to decrease the MIL rate. Donna explained the uncertain knowledge of the future. It can be difficult to decrease a little one year just to have an increase the next. It's sometimes easier to stay static and any extra will go into undesignated fund balances or address increases in the following year. The Town Manager agreed with the assessment of keeping a stable rate rather than an up and down with the rates.

Nancy asked how unpaid taxes in the last year will impact the numbers. Donna stated that it will affect this in any way, shape or form. The overlay will take care of any abatements and can cover uncollected taxes.

Nancy made a motion to set the MIL rate to 19.90, as recommended, seconded by Rick.

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

c. Dustin Barry - fire truck & SCBA's

The Chief reported that Engine 2 is greater than 20 years old and has had $30,000 worth of repairs since his start and it's still not functioning properly – it will not go into pump gear consistently. The Chief has looked into options for replacement, noting two companies: Pierce and Sutphen. He also spoke to timelines and price comparison of a new build versus stock purchase of a truck.

Nancy – this is a matter that would have to go to a special town meeting.

George – has Reliance looked at the engine and what recommendations have they made? The Chief stated they're coming in the next week or two to replace a leaking valve and he's hoping to get it looked at when they come. He would recommend exploring the price of a stock truck and going forward with a special town meeting.

Nancy – is there an option to getting a used truck? There are options out there, however, the options may not fit in our garage or we're looking at paying over $200,000 for a truck that will need to be replaced within ten years.

The forestry truck has been taken out of service. The truck is 20 years old, having overheating issues. The mechanic believes the ERG cooler is gone, and the head gasket needs to be replaced. Those repairs would cost around $6,000. The mechanic recommends replacement of the engine, which would cost closer to $12,000. Another option would be to salvage the cab and chassis and buy a new truck.

George – thought is to go with the ERG cooler and the head gasket.
Noel – feels like a new engine is the better investment where the ERG cooler and head gasket is just half the cost of the entire engine.
Laura – it would be nice to see all of the options with full list of costs at the next meeting.

Eight SCBA bottles have reached the end of their fifteen-year life. Nine more bottles will go out of that cycle in the next year. The Chief gave the cost of new bottles.

There is money in the current fiscal year budget for safety equipment and PPE that can be used to purchase some of the replacement bottles.
George asked about how many air packs the department has right now.
There are 14 packs on apparatus which all have bottles and five spare packs.
There are 27 bottles.

d. Open Sand Bids

- GCAT Aggregates
  - $14.00/yard delivered
  - $12.00/yard self-hauled
- Manter
  - No delivery options
  - $8.00/yard self-hauled
- Aceto Earthworks
  - $25.00/yard delivered
  - $18.00/yard self-hauled
- Country Fair
  - $19.75/yard delivered
  - $15.75/yard self-hauled
- C.H. Stevenson
  - $18.25/yard delivered
  - $8.25/yard self-hauled

Noel asked about the location of the two companies with the low-cost self-hauled options. Manter is located in Sidney and C.H. Stevenson is in Livermore Falls.

Rick made a motion to accept the bid of GCAT Aggregates at the rate of $14.00/yard (delivered), seconded by Nancy.

George discussed complaints received last year from the same vendor, the mix being more like gravel with not enough sand and several years ago there was too much sand. The Town Manager stated the vendor is going to ensure each load is going to be inspected.
Noel stated she feels like complaints have been made based on the company chosen to purchase from and hoping to cut that out.

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

e. Open 36 No Name Pond Rd bids

Noel removed herself from the table and noted her abstention from any discussion and vote on this matter.

- $147,321.89, bid submitted by Noel Hinkley. The Town Manager read a letter submitted with the bid. The vision is to expand her daycare business and growing the before and after school program. She'd like

to have a facility to be a safe space for people to utilize for events. The goal is not housing, but a place to serve children, families, and residents while generating tax revenue for the community.

  - George asked if a timeline was submitted, there was not.

- $200,000.00, bid submitted by RCM Mobile Home Sales and Service. Reuse of property as a Community Center. The bidder would like to lease space to the Sabattus Historical Society, potentially library space, running youth sports programs and camps out of the gymnasium, leasing some of the classrooms out to businesses, and also have space for venue use for events. The Town Manager read a letter submitted with the bid.

Nancy made a motion to accept the bid of $200,000 from RCM Mobile Home Sales and Service, seconded by George.

George asked if covenants could be added to restrict could the property from becoming housing. The Town Manager believes you can.

Laura asked what the timeline would be for the property. The bidder, Roger Brault stated his goal is sooner rather than later but there are several steps that need to be taken. She followed up by asking if there are businesses already interested in spaces. Roger followed up by saying there are limited number of options as the future was uncertain. Laura asked about the playground and other needs of the property and if they'd be addressed.

Eugene Hamm shared his opinion, as a taxpayer, that the Board should take the higher bid especially with other expenses that have been discussed earlier in the meeting.

Angela Mitchell asked how the property was advertised. The Town Manager stated it was in the newspaper, on the website, and on Facebook. Angela shared she feels the Town is not getting the best results and the best money back to the Town.

Rocky Wallace shared he feels as though he feels as though the Town could have done better if we sat on it longer, but the property could have depreciated.

Aaron Edwards asked is there is anything in place to prevent the bidder from going away from what they proposed in the bid. The Town Manager stated there was a discussion about adding a covenant about restricting housing.

George made a motion to amend the main motion to include a covenant that there be no housing at the property, seconded by Nancy.

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

The Chair called for a vote on the amended motion to award 36 No Name Pond Road to RCM Mobile Home Sales and Service with the covenant that there be no housing at the property for the amount of $200,000.00.

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

VII. Approval of the Selectboard Minutes

Nancy made a motion to approve the minutes of the Selectboard meeting from July 21, 2026, seconded by Rick.

George commented that he would like to see the information regarding delinquent taxes from the Treasurer's Report included in the minutes.

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

VIII. Unfinished Business

a. Roll Off Truck – we're still waiting for the truck, but we should receive the truck soon.

b. Fire Department Grant – HUD has accepted the information, and the process is finally moving.

c. Field Use Policy - 3rd reading

Nancy started by discussing the work she did between the meetings by writing the addendums.

George made a motion to accept the amended Field Use Policy, seconded by Nancy.

George asked if there is a form to go with the policy and if there is a separate calendar that can go on the website. The current form may need to be updated, and the use of the website would need further exploration as there may be additional costs incurred for the service, but the potential is there.

Laura questioned the oversight and stewardship, particularly around Bucky's Field. Nancy shared that was the vision and intention previously shared with the Board. Laura then shared the opinion there should be a point of contact from Sabattus Rec Club included for scheduling. She further shared the thought of the Rec Club eventually owning Bucky's Field rather than the Town.

Noel shared her opinion that it's been a struggle with maintaining the field in the past, especially the last year and a half.

The Town Manager shared the current practices and the history of not knowing with the changeover in staff.

George made a motion to amend to add contact information for the Sabattus Rec Club for the Bucky's Field Addendum. With no second, the motion died.

The Chair called for a vote on the main motion.

2 in favor, 3 opposed, 0 abstain. Motion failed.

Town will continue to use current Field Use Policy.

Rick commented that he believes policies should be workshopped prior to coming to Selectboard meetings.

d. Cost Recovery

The Town Manager provided sample policy to the Board. Fire Chief Barry stated he approved of the way the sample was written.

George made a motion to adopt the Cost Recovery for Services Provided by Sabattus Fire Policy, seconded by Rick.

Laura asked if this was just for the Fire Department. Yes.

Nancy asked if the policy would not bill Sabattus residents. The policy states it will only bill insurance companies and not deal with collections with individuals.

Laura inquired about the workload about collecting insurance information and the process. The Fire Chief provided information.

The Chair called for a vote on the motion.

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

e. Social media policy - 2nd reading

George made a motion to adopt the amendments to the Employee Conduct with Social Media Policy, seconded by Nancy.

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

f. Remote policy - 2nd reading

This has been tabled.

g. PSAP and Dispatch Services Contract

The Town Manager reported back to the Board. Currently the Town uses Androscoggin County for Dispatch at a cost of $85,243.60. Per the request of the Board, she reached out to Auburn 911. The cost of the first year of the contract would be $211,553.36 with a 3% increase for each of the two years after that.

George made a motion to allow the Town Manager to enter an agreement with Androscoggin County Sherrif's Department for Dispatch/PSAP services for $85,243.60, seconded by Rick.

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

h. Moratorium on Data Centers

The Town Manager has requested to table this item at this time.

IX. Comments from the Town Manager – see attached report.

X. Comments from the Board

a. George – Requested information about the recent traffic study on Greene Street to which the Town Manager stated that the entire report has not been extrapolated at this time yet. He has requested the speed trailer be moved to a new spot in town and for more speed enforcement on Greene Street and other roads in town, such as Marsh Road.

b. Noel – No comments at this time.

c. Nancy – expressed some changes to the expense detail report she'd like to see. However, the report is an export from the software used in the office.

d. Rick – No comments at this time.

XI. Comments from the Chair

Thank you for the Blood Drive. Thanked the Town Manager for setting up the internship and shadowing program – it's a nice opportunity for our community. Reminder to the community there are several positions open for the election in November, come to the Town Office to get nomination papers starting Monday, August 10, 2026.

XII. Comments from the Floor

a. Jon Mennealy – asked about the speed limit signs, when there seems to be two that contradict each other (the large white signs and a smaller yellow sign). Chief Goss explained that the small yellow signs suggest changes to speed for changes in traffic patterns.

b. Jon Mennealy – discussed Martin's Point Park that there's a family around Lake Street who are volunteering to put in flower beds throughout the park. The Commissioners will work with the family and Public Works to navigate the donated work. There's also a descendant of the Martin family who'd like to come see the plaque and the park and share pictures of the family. Jon also discussed the donation box and the steps the Commissioners took prior to the box going in.

c. Mark Duquette – spoke with the DOT about upcoming work on Greene Street. In the coming week, crews will be grinding and preparing to pave.

d. Jim Rancourt on behalf of the Sabattus Historical Society – the Society went down to the school recently to dig up the time capsule. After digging eight holes, the capsule was not unearthed. Garrett Ashton has started his cemetery project with cleaning and straightening the stones. Johnny Coburn was presented with the Boston Post Cane Award in early July; a replica is hanging upstairs in the office. The Society will be selling cookbooks in the fall, hopefully in October.

XIII. Important Dates

a. Selectboard Meetings: August 18, September 1, September 15, October 6, October 20

b. Planning Board Meetings: August 25, September 22, October 27

c. Holidays: Labor Day - September 7; Indigenous Peoples Day - October 12

XIV. Executive Session(s)

George made a motion to enter Executive Session pursuant to 1 M.R.S.A. §405(6)(A) to discuss Personnel Matters – for the Town Manager's performance evaluation, seconded by Nancy.

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

George made a motion to exit Executive Session, seconded by Rick.

5 in favor, 0 opposed, 0 abstained. Motion carried. No action taken

XV. Adjournment

George made a motion to adjourn at 7:51PM, 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: 08/18/2026