

## SUNDERLAND SELECTBOARD MINUTES

Place: Sunderland Town Offices, 12 School Street

April 10, 2023

Attending: C. Drake-Tremblay, N. Waring, G. Kravitz

Others Present; W. Houle, H. Tasi, S. Luo, L. Starr, P. Gagarin, J. Corwin, M. Williams, G. Gottschalk, D. Pierce, A. Halloran, J. Paul, C. Bennett

Absent: T. Fydenkevez,

Meeting Hybrid and In-person with portions recorded by FCAT

Meeting called to order at 6:30PM by Ms. Drake-Tremblay

### MINUTES

Mr. Waring motion to accept MINUTES of 04/03/2023, Ms. Drake-Tremblay second, vote 2-0.

### BUSINESS

- **DANGEROUS/NUISANCE DOG SETTLEMENT DISCUSSION.** Mr. Kravitz recapped the Hearing held previously. Ms. Shiun-Fen Luo appealed the Board's decision of 12/05/2022 and made a settlement offer for the following. Request to amended order changing the designation of Ms. Luo's dog Lobo, from a dangerous dog to a nuisance dog; allow the dog to be taken outside for two 15-minute periods supervised between the hours of 10:00PM and 6:00AM.; and require that he be enrolled in a professional training program within 30 days. The training requirement was an additional concession. Ms. Luo spoke to the Board regarding her dog. Mr. Waring move to accept settlement as amended for change from dangerous dog to nuisance dog, dog allowed to be outside while supervised between 10:00PM and 6:00AM for two 15-minute periods, and enroll in professional training program within 30-days for barking behavior management when outside the home, Ms. Drake-Tremblay second, vote 2-0.
- **REGISTRAR APPOINTMENTS:** Town Clerk request appointments of the following as Registrars for the following terms: Edward Kelly to March 2026, Allan Richards to March 2025, Donald Patterson to March 2024. Mr. Waring move to appoint Registrars as presented, Ms. Drake-Tremblay second, vote 2-0.
- **IN-OFFICE EARLY VOTING HOURS:** Town Clerk requested board approve the following for In-Office Early Voting Hours: Mon, 05/01/2023 9AM-5PM, Tues. 5/02/23 9AM-3PM, Wed. 05/03/2023 9AM-3PM, Thurs. 05/04/2023 9am-Noon. Mr. Waring move to approve In-Office Early Voting Hours as presented, Ms. Drake-Tremblay second, Vote 2-0.
- **ACCOUNTING OPTIONS UPDATE:** Procurement request has been prepared for what services are needed. A company has offered services to catch up for \$10,000/month – previously approved with ARPA funds. Quotes are being sought for services with a deadline to respond by Friday with intent to have proposal for Board to vote on Tuesday.
- **ARPA request for \$4,000 from Police Chief with a quote to paint interior and seal floors at the PSC.** Request covers paint for both sides and seal floors. Work will be performed by volunteers. Mr. Waring move to approve ARPA request for PSC painting and floor sealing, Ms. Drake-Tremblay second, vote 2-0.
- **ARPA request from Library for \$350 for a webcam, cordless microphone and stand;** town doesn't have the equipment currently. Mr. Waring move to approve ARPA for Library's request for webcam, microphone and stand for \$350, Ms. Drake-Tremblay second, vote 2-0.

### BUDGET DISCUSSION

Budget status discussed. Current version includes new position at Town Office Building and Resource Administration at school. Both positions would be under 20 hrs. and not eligible for health care so that line cost would not increase. Discussion included funding options for current or future matters. Fund amount distribution options for general stabilization, operating, free cash, capital stabilization, creation of Frontier stabilization fund. Town puts \$33,000 in OPEB. Discussion included need of a warrant article to transfer into stabilization. Mr. Kravitz will update budget for next meeting. There were no votes taken.

### TOWN ADMINISTRATOR UPDATES

- Town Clerk asked to remind residents that the LAST DAY TO REGISTER TO VOTE FOR ANNUAL TOWN MEETING AND TOWN ELECTION for those not already registered is Tues. 04/18/2023 9AM-5PM in the Town Clerk's Office.
- Town Clerk request the Selectboard VOTE TO ALLOW IN-OFFICE EARLY VOTING HOURS as follows: 9AM-5PM-Mon. 05/01/2023; 9AM-5PM for Tues. 05 /02/2023 and Wed. 05/03/2023; 9AM-Noon Thurs 05/04/2023. Mr. Waring move to approve In-Office Early Voting Hours, Ms. Drake-Tremblay second, vote 2-0.
- WEBSITE will be updated with ANNUAL TOWN MEETING MATERIALS as they become available.
- ARPA report is being prepared through March with appropriation vs. actuals spent.
- SOUTH COUNTY SENIOR CENTER TRANSPORTATION NEEDS SURVEY meeting is being conducted, April 11, 18, 25 and May 9<sup>th</sup> at 10am each date at 22 Amherst Rd. Call Chris at 413-768-1066 for information and register. They are seeking community input to discuss this matter.

### SELECTBOARD UPDATES

- Mr. Waring had a Capital Planning Committee Meeting before Selectboard meeting. Committee finalized recommendations to the Selectboard.
- Ms. Drake had no report.

### OTHER IMPORTANT DATES TO REMEMBER

- Offices Closed Mon. April 17, 202 for Patriot's Day.
- Next Selectboard meeting is scheduled for Tues, April 18, 2023.

ADJOURNMENT: Mr. Waring move to adjourn, Ms. Drake-Tremblay second at 7:22PM.

Respectfully submitted,



Geoff Kravitz,  
Town Administrator