

SUNDERLAND SELECTBOARD MINUTES

Place: Sunderland Town Offices, 12 School Street

September 11, 2023

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

Others: B. Erman-Electrical Inspector; C. Bennett

Meeting Hybrid and In-person with portions recorded by FCAT

Meeting called to order at 6:30PM

MINUTES

Ms. Drake-Tremblay motion to accept MINUTES of 08/28/2023, Mr. Murphy second, vote 3-0.

BUSINESS

- **ELECTRICAL INSPECTOR PERMIT FEES:** Fees were last updated in 2016. Area towns were researched for comparison similar to Sunderland. Mr. Erman presented amended fee schedule. Fees will be effective when online permitting system PERMITLINK is updated and updated on website. Ms. Drake-Tremblay motion to accept amended Electrical Inspector Fees as presented, Mr. Murphy second, vote 3-0.
- **TOWN OFFICE BUILDING ROOM RENTALS:** A room rental request was received for October based on pre-COVID policy. Rooms have not been rented since COVID. Mr. Kravitz noted no Post-COVID precautions are in place for rentals attendance distancing, cleaning for exposures, etc. The conference room has upgraded equipment, and lack of space now. Mr. Kravitz to contact other towns for policies if they rent rooms. Revisit the matter at next selectboard meeting.
- **VILLAGE CENTER VISIONING CONTRACT AWARD:** VCC requests contract award to STANTEC for Scope of Work of \$40,000 which is amount approved for project. Mr. Murphy motion to award contract to Stantec For Village Center Visioning Scope of Work for \$40,000, Ms. Drake-Tremblay second, vote 3-0.

SELECTBOARD UPDATES

- Ms. Drake-Tremblay attended SoCEMS BoO meeting and noted BUILDING LEASE is up for renewal. They are requesting another 5-year lease. A HIRING COMMITTEE is being formed for new DIRECTOR SEARCH. Committee would review resumes and make recommendations to the BoO. Each town entitled to have a representative on the Hiring Committee and does not have to be a Selectboard member; if anyone in our community is interested, contact the Town Administrator. The Acting Director is not interested in the position as this time.
- Mr. Murphy and Mr. Waring had no updates.

TOWN ADMINISTRATOR UPDATES

- Mr. Kravitz spoke with mowing contractor who noted four additional mows would probably not be needed at RIVERSIDE CEMETERY. Previous ARPA funds committed should remain for this if conditions change. If funds are not used they will remain in the ARPA account.
- Mr. Kravitz noted SANI-CANS were placed on the fields for upcoming school sports due to the restrooms not open. Request ARPA funds since it was not a Rec expense. Ms. Drake-Tremblay motion to appropriate up to \$600 from ARPA for Sani-Cans on ball fields, Mr. Murphy second, vote 3-0.
- **COMPLETE STREET** applications are due in October and asked the Board for projects to consider. Discussed revisiting Plumtree Road and school sidewalks from Old Amherst onto school property. Town should consider maintenance plan before adding more surfaces. Highway wants to pave school and library parking lots which have been on hold.
- Next Selectboard meeting is scheduled for September 18, 2023.

ADJOURNMENT: Ms. Drake-Tremblay motion to adjourn, Ms. Murphy second, vote 3-0 at 6:53PM .

Respectfully submitted,



Geoff Kravitz,
Town Administrator