

## 10/4/2023 Sorrento Select Board Meeting Minutes

Attending in person at the Sorrento Community Building  
Select Board members Rob Wilpan, Diana Gazis, Hilly Crary, Deputy Clerk Joanne Holmes & Sorrento residents; plus attendees via Zoom.

The meeting was called to order at 7:10 pm by Rob Wilpan.

**Election of Officers:** Motion by Rob Wilpan to nominate Hilly Crary as Chair of the Select Board; seconded by Diana Gazis; Rob Wilpan-aye, Diana Gazis-aye; motion approved.

Motion by Hilly Crary to nominate Rob Wilpan as Deputy Chair, seconded by Diana Gazis; Hilly Crary-aye, Diana Gazis-aye; motion approved.

### **Additions to Agenda:** Signing of Municipal Policy Papers

- Policy on Treasurer's Disbursement Warrants for Employees Wages and Benefits
- Policy for Approval of Treasurer's Disbursement Warrants for State Fees Collected by the Municipality
- Certificate of Assessment to be returned to Municipal Treasurer
- Assessor's Certificate of Assessment
- Municipal Tax assessment Warrant
- 2023 County Tax Bill

**Policy for the Town of Sorrento Select Board Meetings:** Motion to approve proposed policy (attached) by Diana Gazis, seconded by Rob Wilpan; Rob Wilpan-aye, Diana Gazis-aye, Hilly Crary-aye; motion approved.

**Disbursement Warrant:** Motion to approve Disbursement Warrant #5 -9/21/2023-10/4/2023 with 1 redaction by Rob Wilpan, seconded by Hilly Crary. Rob Wilpan-aye, Diana Gazis-aye; Motion passed Hilly Crary-aye; motion approved.

### **Approval of 9/20/2023 and 9/30/2023 BOS Meeting Minutes**

**Minutes:** Motion to approve and sign 9/20/2023 minutes by Diana Gazis, seconded by Rob Wilpan; Rob Wilpan-aye, Diana Gazis-aye, Hilly Crary-aye; Motion passed.

Motion to approve and sign 9/30/2023 minutes, to be reprinted and signed, by Rob Wilpan, seconded by Diana Gazis; Rob Wilpan-aye, Diana Gazis-aye, Hilly Crary-abstain; Motion passed.

**Approve Job Descriptions:** Approve job descriptions for a part-time clerk, tax collector and treasurer to be posted, motion by Rob Wilpan, seconded by Diana Gazis; Rob Wilpan-aye, Diana Gazis-aye, Hilly Crary-aye; Motion passed.

**Executive Session under Maine Statute Citation #1 M.R.S 405(6)(F) general Assistance Ordinance, Discussion of Confidential Records**

## **Meeting reconvened 7:40PM**

**Approve Sorrento Disbursement Policy for State Fees:** To approve 2 officers, as available, to sign the policy at the first Board of Select Person meeting after the Annual Meeting ; those officers being Hilly Crary and Diana Gazis. Motion by Hilly Crary, seconded by Rob Wilpan; Rob Wilpan- aye, Diana Gazis- aye, Hilly Crary- aye; Motion passed.

**Sorrento Disbursement Policy for Payroll 2023:** Motion to approve the policy made by Rob Wilpan, seconded by Diana Gazis; ; Rob Wilpan-aye, Diana Gazis-aye, Hilly Crary-aye; Motion passed.

### **Signing of Municipal Policy Papers**

- Policy on Treasurer's Disbursement Warrants for Employees Wages and Benefits
- Policy for Approval of Treasurer's Disbursement Warrants for State Fees Collected by the Municipality
- Certificate of Assessment to be returned to Municipal Treasurer
- Assessor's Certificate of Assessment
- Municipal Tax assessment Warrant
- 2023 County Tax Bill

Motion to sign and accept commitment papers made by Hilly Crary, seconded by Rob Wilpan; Rob Wilpan- aye, Diana Gazis- aye, Hilly Crary- aye; Motion passed.

Motion to approve Hancock County tax bill made by Rob Wilpan, seconded by Diana Gazis; Rob Wilpan-aye, Diana Gazis-aye, Hilly Crary-aye; Motion passed.

**Discussion regarding railings on town dock:** Horizontal or vertical options discussed, Rob to find out costs. Heather Parker offered to run a matching campaign to pay for the project. Hilly will contact VIA for additional funding ideas.

There is no insurance liability if town does not do anything.

Motion to adjourn 8:11PM made by Hilly Crary, seconded by Rob Wilpan ; Rob Wilpan-aye, Diana Gazis-aye, Hilly Crary-aye; Motion passed.

Respectfully submitted on 10/06/2023 by Joanne Holmes, Deputy Town Clerk