

**TOWN OF SEBAGO
TOWN WARRANT (MINUTES)
FISCAL YEAR 2019-2020
June 23, 2020**

Prior to the start of this meeting, Town Manager, Michele Bukoveckas, presented a Certificate of Appreciation – Spirit of America Award and Municipal Resolution to town resident, Rita Dolloff, in recognition of her many dedicated years of volunteering and service to the community of Sebago.

The meeting was called to order at 6:30 pm by Town Clerk, Maureen Scanlon. Present were Selectmen: Edythe Harnden, Tim Mayberry and Chris Parker, Town Manager, Michele Bukoveckas, Town Clerk and Recorder, Maureen Scanlon. There were 47 voting residents in attendance including the Selectmen. Due to the COVID-19 situation, face masks were worn and social distancing practices were adhered to during this meeting.

Maureen asked the members of the assembly to turn their phones to either vibrate or silent mode. She then asked the public to stand and recite the Pledge of Allegiance.

To Scott Douglas, Resident, in the Town of Sebago, in the County of Cumberland:

Greetings:

In the name of the State of Maine, you are hereby required by law to notify and warn the inhabitants of the Town of Sebago qualified by law to vote in Town affairs, to meet at the Town Hall in said Town of Sebago at 6:30 pm., Tuesday, the 23rd day of June 2020, to act on the following:

Article 1. To choose a Moderator (and Deputy Moderator) to preside at said meeting.

(Recorder's Note: A Deputy Moderator was required for this meeting due to the COVID-19 situation which would allow any assembly members that exceeded the limit of 50 to attend the meeting in the secondary location of the lower level of the Town Hall building. This will be done via the ZOOM webinar format if necessary.)

Chris Parker made a motion to nominate Rich Ruhlin as Moderator. It was seconded by Tim Mayberry. There were no other nominations. After a written vote was taken, Rich Ruhlin was sworn in as Moderator.

Chris Parker made a motion to nominate Jean Grant as Deputy Moderator. It was seconded by Tim Mayberry. There were no other nominations. After a written vote was taken, Jean Grant was sworn in as Deputy Moderator.

Mr. Ruhlin stated that he will be using the Maine Moderator's Manual to govern this proceeding.

Tim Mayberry made a motion to group Article 2 through Article 11. It was seconded by Chris Parker. Mr. Ruhlin explained that there is a motion on the floor to group (accept) all of the individual line item expenses to be read at the close of the initial reading of the article. He will then say, "As printed in the Warrant articles". Any questions on an individual article may be addressed before the vote is taken on the article. Motion carried.

Article 2. To see if the Town will raise and appropriate \$589,177 for General Government expenditures:

Administration	\$330,722
Selectmen	\$16,670
Town Manager	\$67,030
Clerk/Tax Collector	\$93,000
Code Enforcement	\$57,600
Health Officer	\$2,830
General Assistance	\$11,075
Elections	\$3,200
Appeals Board	\$225
Planning Board	\$225

Service Providers \$6,600
(Budget Committee and Selectmen so recommend.)

Tim Mayberry made a motion to approve the article as printed. It was seconded by Alan Greene.

Scott Douglas made a motion to amend the Code Enforcement line item by decreasing the amount of wages by \$9,000, and decrease the work hours to 30 hours per week. This would decrease the Code Enforcement line item to \$48,600 and the overall General Government expenditures to \$580,177. It was seconded by Chris Harrington.

There was discussion as to whether the proposed amendment would allow for the scope of Code Enforcement work to be completed. Several individuals spoke in support of maintaining the current level of work hours for Code Enforcement due to the volume of work. Scott Douglas explained that the reasoning for his proposed amendment is in relation to what other neighboring communities provide for Code Enforcement services.

The motion for the proposed amendment was defeated.

Motion carried (as read/printed).

Article 3. To see if the Town will raise and appropriate \$432,232 for Public Safety expenditures:

Alarms	\$5,700
Animal Control	\$8,719
Rescue	\$61,150
Daytime Rescue	\$236,300
Fire	\$105,700
Dispatch	\$14,663

(Budget Committee and Selectmen so recommend.)

Chris Parker made a motion to approve the article as printed. It was seconded by Edie Harnden. Motion carried (as read/printed).

Article 4. To see if the Town will raise and appropriate \$651,350 for Public Works expenditures:

Roads	\$303,400
Snow Removal	\$347,950

(Budget Committee and Selectmen so recommend.)

Edie Harnden made a motion to approve the article as printed. It was seconded by Tim Mayberry. Motion carried (as read/printed).

Article 5. To see if the Town will raise and appropriate \$200,850 for Health and Sanitation expenditures:

Solid Waste	\$191,850
Bulky Waste Day	\$6,500
Universal Waste	\$2,500

(Selectmen recommend article to pass; Budget Committee recommends zero (\$0) for Bulky Waste.)

Tim Mayberry made a motion to approve the article as printed. It was seconded by Chris Parker. Motion carried (as read/printed).

Article 6. To see if the Town will raise and appropriate \$56,250 for Town Properties expenditures:

Street Lights	\$7,000
Town Hall	\$15,300
Town Office	\$11,500
Town Garage	\$14,000
Sebago Veterans' Memorial Park	\$950
Sebago Cemetery	\$150

Associated Cemeteries	\$500
Small Cemeteries	\$3,500
Historical Society	\$3,350

(Budget Committee and Selectmen so recommend.)

Chris Parker made a motion to approve the article as printed. It was seconded by Edie Harnden. Motion carried (as read/printed).

Article 7. To see if the Town will raise and appropriate \$90,530 for Recreation and Community Organizations expenditures:

Sebago Days	\$5,400
Memorial Day	\$300
Recreation Administration	\$21,750
Douglas Mountain	\$1,330
Town Beach	\$19,250
Softball	\$4,700
SYAA	\$4,500
Soccer	\$4,000
Basketball	\$3,500
Library	\$22,000
Food Pantry	\$3,800

(Budget Committee and Selectmen so recommend.)

Edie Harnden made a motion to approve the article as printed. It was seconded by Tim Mayberry.

Food Pantry President, Corrine AuCoin, made a motion to amend the Food Pantry line item by decreasing the amount \$800 for a total of \$3,000. Corrine explained that additional funding has been provided by other entities because of the COVID-19 situation. It was noted that the \$800 was not for food, it was for building repairs that have already been completed. It was seconded by Phil Lowe.

This would reduce the amount of the article to \$89,730. There was discussion as to whether the proposed amendment would appropriately allow for future Food Pantry needs, especially if there is another wave of the pandemic virus.

The proposed amendment was defeated.

Motion carried (as read/printed).

Article 8. To see if the Town will vote to raise and appropriate \$556,442 to add to the Capital Investment Program reserves:

Engine 4	V13	\$36,846
Rescue Boat, Motor & Trailer	V20	\$4,079
Ambulance	V06	\$30,543
Grader	V18	\$47,454
Public Works Utility Truck	V17	\$4,220
6-Wheeler Plow Truck	V14	\$19,709
Engine 3	V07	\$8,660
10-Wheeler Plow Truck	V01	\$24,696
Excavator	V19	\$23,992
Roll Off Truck	V16	\$9,030
10-Wheeler Plow Truck	V03	\$22,717
4 X 4 Backhoe	V04	\$8,844
Tank 1	V08	\$23,237
Forestry 1	V09	\$8,710
Plow Truck	V05	\$6,137
Engine 1	V12	\$44,069
Tank 2	V11	\$26,253
Revise Tax Tables (Re-Evaluation)	P10	\$42,124
Jaws of Life	P32	\$12,656

Stryker Stretcher	P33	\$4,600
EMS Cardiac Monitor	P24	\$3,167
Public Safety Building Construction	P28	\$101,853
Fit Testing Machine	P31	\$2,800
Town Office Server	P16	\$1,684
Trash Compactor	P19	\$1,245
Town Hall Paving	P05	\$11,970
Emergency Generators	P25	\$3,190
Town Building Maintenance	P23	\$4,536
Radio Repeater	P07	\$1,301
SCBA Replacement	P30	\$10,233
Cascade System	P26	\$2,602
Route 114 Road Drainage Design	P20	\$2,000
50 Yard Container for Transfer Station	P21	\$1,285

(Budget Committee, CIP Committee and Selectmen so recommend.)

Tim Mayberry made a motion to approve the article as printed. It was seconded by Chris Parker. Motion carried (as read/printed).

Article 9. For expenditures to service the Solar Bond Debt authorized by Article 26 of the June 2018 Town Meeting, shall the Town raise and appropriate \$28,186 through taxes? *If this article fails, the debt service monies will be appropriated from the Undesignated Fund Balance.*

Chris Parker made a motion to approve the article as printed. It was seconded by Edie Harnden. Motion carried (as read/printed).

Article 10. To see if the Town will vote to accept and apply BETE, Homestead Exemption, and State Revenue Sharing monies (to be calculated at the date commitment) against the total amount authorized to raise by taxation. *(Selectmen so recommend.)*

Edie Harnden made a motion to approve the article as printed. It was seconded by Tim Mayberry. Motion carried (as read/printed).

Article 11. To see if the Town will vote to accept and apply non-tax revenues against the total amount authorized to be raised by taxation. The Town estimates the following:

Excise Tax	\$290,000
Boat Excise Tax	\$10,000
Local Road Assistance	\$50,000
Transfer Station Fees (Scrap Metal/Universal Waste)	\$24,500
Building Permits	\$15,000
Plumbing Permits	\$6,000
Real Estate Interest	\$20,000
Lien Costs	\$7,500
General Assistance Reimbursement	\$1,000
Agent Fees	\$7,000
Time Warner Franchise Fees	\$20,000
Tree Growth Reimbursement	\$30,000
Veterans Reimbursement	\$1,100
Recreation Fees	\$1,200
Other Non-Tax Revenue	<u>\$3,888</u>
Total	\$487,188

(Budget Committee and Selectmen so recommend.)

Tim Mayberry made a motion to approve the article as printed. It was seconded by Chris Parker. Motion carried (as read/printed).

Article 12. Shall the Town reduce the amount authorized to be raised through taxation by \$300,000 and instead appropriate \$225,000 from the undesignated fund balance for general expenditure? *(Budget Committee and Selectmen so recommend.)*

Chris Parker made a motion to approve the article as printed. It was seconded by Edie Harnden. Tim Mayberry made a motion to amend the article to correct the typographical error by changing the first dollar amount of \$300,000 to the correct amount of \$225,000. It was seconded by Alan Greene. It was noted that the dollar amount was originally to be proposed as \$300,000. However, cuts were made throughout the proposed budget in consideration of the COVID-19 situation which lowered this amount to \$225,000. Both amounts in this article must balance.

Motion carried to amend this article as proposed.

Motion carried as amended.

- Article 13. To see if the Town will vote to authorize the Selectmen to appropriate up to \$20,000 from the undesignated fund, as they deem advisable to meet unexpected expenses or emergencies that occur during the fiscal year 2020-2021. Any use of this arrangement must be voted on at a Select Board meeting. (Selectmen so recommend.)**

Chris Parker made a motion to approve the article as read. It was seconded by Edie Harnden. Motion carried.

- Article 14. To see if the Town will vote to authorize the transfer of unexpended appropriated funds in the Road Paving Expense Account on June 30, 2020 to the FY 21 Road Paving Expense Account (Budget Committee and Selectmen so recommend.)**

Tim Mayberry made a motion to approve the article as read. It was seconded by Chris Parker.

Paul White stated that at the end of the paved portion of Peabody Pond Road there is a section of roadway that is severely deteriorated and needs to be repaired and maintained by the town since it is a town owned roadway.

Motion carried.

- Article 15. To see if the Town will vote to authorize winter maintenance (snow and ice control) on the public easement roads, subject to the approval of the Board of Selectmen. (Selectmen so recommend.)**

Chris Parker made a motion to approve the article as read. It was seconded by Edie Harnden. Motion carried.

- Article 16. To see if the Town will vote to fund the Branch-Duckers Snowmobile Club with funds received from the State's snowmobile registrations refund. (Selectmen so recommend.)**

Edie Harnden made a motion to approve the article as read. It was seconded by Tim Mayberry. Motion carried.

- Article 17. To see if the Town will vote to extend the winter maintenance (snow and ice control) on the Hemlock Point Rd to an adequate turn around not to exceed .21 miles in distance from the junction of Route 114. (Selectmen so recommend.)**

Tim Mayberry made a motion to approve the article as read. It was seconded by Chris Parker.

A question was asked as to why this is needed. The Town Manager responded that there are now additional full-time residents living on this road. The appropriate Public Easement documents have been signed by the property owners.

Motion carried.

- Article 18. To see if the Town will vote, pursuant to 36 M.R.S.A. § 506, to authorize the tax collector and treasurer to accept the prepayment of taxes not yet committed. (Selectmen so recommend.)**

Chris Parker made a motion to approve the article as read. It was seconded by Edie Harnden. Motion carried.

Article 19. To see if the Town will vote to establish an interest rate of 7% on delinquent property tax bills and establish property tax due dates on the first Tuesday in November 2020 and on the first Tuesday of May 2021 for two equal payments.
(Selectmen so recommend.)

Edie Harnden made a motion to approve the article as read. It was seconded by Tim Mayberry.

A question was asked as to what the current interest is. The Town Manager responded that the current interest rate is 7%, but the Secretary of State recommends 9%.

Motion carried.

Article 20. To see if the Town will vote to pay for tax abatements and applicable interest granted during the fiscal year of 2020-2021 from Overlay. *(Explanation: The Selectmen, as Assessors, are authorized to raise Overlay under Title 36 MRSA section 710 but require voter authorization to spend Overlay. Overlay cannot be more than 5% of the Tax Commitment.) (Selectmen so recommend).*

Tim Mayberry made a motion to approve the article as read. It was seconded by Chris Parker.
Motion carried.

Article 21. To see if the Town will vote to authorize the Selectmen for and on behalf of the Town, to execute quit claim deeds of the Town's interest in any real estate acquired by virtue of matured tax liens and to fix the terms and conditions thereof; except that the Municipal Officers shall use the special sale process required by 36 M.R.S.A. § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owner (s).
(Selectmen so recommend.)

Chris Parker made a motion to approve the article as read. It was seconded by Edie Harnden.
Motion carried.

Article 22. To see if the town will vote to authorize the municipal officers to sell or dispose of surplus town-owned personal property (something that remains above what is used or needed), including vehicles and equipment, under such terms and conditions as they deem advisable. Town owned land would only be disposed of with voter approval at an Annual or Special Town Meeting.
(Selectmen so recommend.)

Chris Parker made a motion to approve the article as read. It was seconded by Edie Harnden.
Motion carried.

Article 23. To see if the Town will vote to authorize the Selectmen for, and on behalf of the Town, to ratify article overdrafts of less than 5%.
(Selectmen so recommend.)

Edie Harnden made a motion to approve the article as read. It was seconded by Ann Farley.
Motion carried.

Article 24. To see if the Town will vote to authorize the Selectmen for and on behalf of the Town to apply funds received from FEMA grants for storm damage to supplement the Public Works, Fire and EMS annual budgets.
(Selectmen so recommend.)

Tim Mayberry made a motion to approve the article as read. It was seconded by Chris Parker.

Alan Greene made a motion to amend the article to include the verbiage "or other states of emergency" such as the current pandemic virus, after the wording of "storm damage". The amended article will read as follows:

To see if the Town will vote to authorize the Selectmen for and on behalf of the Town to apply funds received from FEMA grants for storm damage or other states of emergency to supplement the Public Works, Fire and EMS annual budgets.

It was seconded by Jason Schoolcraft.

Motion carried to amend this article as proposed.

Motion carried as amended.

Article 25. To see if the Town will vote to authorize the Board of Selectmen to apply for and accept State and Federal grants, grants from non-profit organizations, donations, real estate, and certain funds, including trust funds or other revenues, on behalf of the Town for municipal purposes, including when necessary, the authority to sign grant contracts, documents and or other paperwork and accept the conditions that accompany grant funds, and to appropriate and expend grant funds and or other funds for authorized purposes as the Board of Selectmen deem in the best interest of the Town during the fiscal year 2019-2020. (Selectmen so recommend.)

Chris Parker made a motion to approve the article as read. It was seconded by Edie Harnden.

Phil Lowe made a motion to correct the typographical error of the fiscal year being incorrectly stated as 2019-2020, to correctly read as "fiscal year 2020-2021". It was seconded by Chris Harrington.

Motion carried to amend this article as proposed.

Motion carried as amended.

Article 26. To see if the Town will authorize the Select Board to enter into boundary line agreements with abutting property owners to establish the boundary line of any property of the Town, including the boundary lines of the rights-of-way of roads. (Selectmen so recommend.)

Chris Parker made a motion to approve the article as read. It was seconded by Edie Harnden. Motion carried.

Article 27. Shall an ordinance entitled "Amendments to the 2010 Town of Sebago Dog Ordinance" be enacted? (Selectmen so recommend.) Proposed amendments are attached.

Chris Parker made a motion to approve the article as read. It was seconded by Edie Harnden.

Paul White suggested as a thought, that perhaps anyone that owns certain breeds of dogs such as Pit Bulls should be required to attend special training classes.

Motion carried.

Although it is not required to close this meeting, in memory of Ted Greene, Mr. Ruhlin asked for a motion to adjourn. Alan Greene made a motion to adjourn. It was seconded by Chris Harrington. Motion carried with all in favor.

The Moderator declared the meeting officially closed at 7:26 pm. He then reminded the assembly that the Sebago School Budget Validation meeting is being held immediately after this meeting and invited all to remain for that meeting.

Respectfully Submitted,



Maureen F. Scanlon
Town Clerk