

MINUTES
SEBAGO BOARD OF SELECTMEN'S MEETING
6:00 PM
TOWN OFFICE
TUESDAY, JUNE 4, 2019

ALL REGULAR BOARD OF SELECTMEN MEETINGS
ARE HELD THE 1ST AND 3RD TUESDAY OF EACH MONTH.

CALL TO ORDER

The meeting was called to order by Chairman, Tim Mayberry, at 6:00 pm.

SWEARING IN OF NEWLY ELECTED OFFICIALS

Scott Douglas and Chris Parker were sworn into the offices of Overseer of the Poor, Assessor and Selectman until Town Meeting 2020 by Town Clerk, Maureen Scanlon.

I. ROLL CALL

Present: Selectmen; Scott Douglas, Edythe Harnden, Chris Harrington, Tim Mayberry and Chris Parker, Town Manager, Michele Bukoveckas, Town Clerk and Recorder, Maureen Scanlon

Guests present: Tina Vanasse, Rocco Severino, Paul Severino, Phil Lowe, Jason Schoolcraft, Carl Dolloff, Carla Parker, Donelle Allen, Brandon Woolley, Joseph McMahon.

PUBLIC HEARING #1 – Malt, Vinous & Spirituous Liquor License for SEBAGOSEV PROPERTIES, INC dba Sportsman's Kitchen and Keg

It was noted that Paul and Rocco Severino have been operating the Sportsman's Kitchen and Keg for the past year with no problems reported to the Town Office.

As the closest abutting neighbor to the business location, Tina Vanasse stated that there have not been any problems with noise and that the Severinos are always willing to work together.

Phil Lowe mentioned that it is important to bring businesses like this into the community. The Severinos have invested a lot on money to make improvements to the property and he recommends that the Board approve this application.

PUBLIC HEARING #2 – Special Amusement Permit for SEBAGOSEV PROPERTIES, INC dba Sportsman's Kitchen and Keg

This is to allow the business to provide live entertainment such as a man playing guitar; they do not intend to have large bands playing at this location. It was noted that the permit specifies that there is not to be any mechanical amplification.

The Public Hearings closed at 6:05 pm.

The regular session commenced at 6:06 pm.

II. ADJUSTMENTS TO THE AGENDA

There were none.

III. CONSENT AGENDA

A. Approval of the May 7, 2019 Selectmen's Meeting Minutes

Chris Harrington made a motion to approve the May 7, 2019 Selectmen's Meeting minutes as presented. It was seconded by Chris Parker. Motion carried with all in favor.

B. Approval of the May 14, 2019 Annual Town Meeting Minutes

Edie Harnden made a motion to approve the May 14, 2019 Town Meeting minutes as presented. It was seconded by Chris Harrington. Motion carried with all in favor.

IV. OLD BUSINESS

A. Sebago Days Electrical Upgrade Discussion

Sebago Days Committee President, Carl Dolloff, updated that Board on the status of the proposed electrical upgrades. The quoted amount is higher than was originally anticipated due to additional required upgrades that were discovered. The Committee raised \$3,800.00 from the Boat Raffle last year which they intend to use towards the upgrades. However, they may be looking for some assistance from the town in order to complete all of the necessary upgrades. The Town Manager stated that there are no funds available in the operating budget. However, some funds could be used from the Municipal Properties CIP (Capital Investment Program) line item. The Board asked for a dollar amount from the Committee before making a funding commitment.

V. NEW BUSINESS

A. Approval of Malt, Vinous & Spirituous Liquor License for SEBAGOSEV PROPERTIES, INC dba Sportsman's Kitchen and Keg

Tim Mayberry made a motion to approve the liquor license application for SEBAGOSEV PROPERTIES, INC dba Sportsman's Kitchen and Keg. It was seconded by Scott Douglas. Motion carried with all in favor.

The Board proceeded to sign the license documentation.

B. Approval of Special Amusement Permit for SEBAGOSEV PROPERTIES, INC dba Sportsman's Kitchen and Keg

Chris Parker made a motion to approve the Special Amusement Permit application for SEBAGOSEV PROPERTIES, INC dba Sportsman's Kitchen and Keg. It was seconded by Scott Douglas. Motion carried with all in favor.

The Board proceeded to sign the permit documentation.

C. Election of Chairman of the Board of Selectmen

Edie Harnden made a motion to elect Tim Mayberry as the Chairman of the Board of Selectmen. It was seconded by Chris Harrington. Motion carried with all in favor.

D. Election of Vice Chairman of the Board of Selectmen

Chris Harrington made a motion to elect Chris Parker as the Vice Chairman of the Board of Selectmen. It was seconded by Tim Mayberry. Motion carried with all in favor.

E. Disbursement Warrant for FY 2020

The Town Manager explained that this is the Warrant that gets signed every year in order to allow one Selectman to sign the weekly Disbursement Warrant so that payments can be released for State reports, payroll and school disbursements. All other bills require a minimum of three Selectmen signatures before being disbursed.

Chris Harrington made a motion to approve and sign the Disbursement Warrant for FY 2020 as presented. It was seconded by Chris Parker. Motion carried with all in favor.

The Board proceeded to sign the Disbursement Warrant for FY 2020.

F. Sebago Elementary School Construction Project

Phil Lowe reviewed the proposed construction design plans in detail, which are essentially site location improvements including new sidewalks and pavement in the existing driveway entrance and circle area. Approximately 20 more parking spots will be added to the parking area. This is expected to take a month to complete with Anderson & Sons performing the services.

Phil stated that funds were raised by the parent / teachers group to perform repairs to the basketball court during the month that the construction will be taking place. Jason Schoolcraft explained that the quote they received to perform the repairs was unacceptably high at \$15,000.00. He and Carl Dolloff are willing to volunteer their time to perform the repairs needed and

asked the Board to allow them to use the Public Works equipment to complete the task on a weekend. It was noted that both Jason and Carl are town employees and allowed to operate town vehicles and equipment. The Board asked the Town Manager to confirm that this is legally allowable. There was some discussion on this matter.

Chris Harrington made a motion to allow Jason and Carl to use the Public Works equipment in order to repair the basketball court as requested pending the Town Manager's confirming that it is allowed. It was seconded by Tim Mayberry. Motion carried with all in favor.

Phil Lowe mentioned that School Superintendent, Marc Gendron, will reimburse the town for fuel usage. Phil also asked the Town Clerk to provide copies of the "Notice of Construction Operations" (updated on 5/28/2019) to the public at the Town Office.

VI. REPORTS FROM TOWN OFFICIALS

A. Town Manager

- I believe Town Meeting went well. We doubled our audience. I've only heard a few comments that it made for a long evening. We might want to think about splitting the two meetings to separate nights.
- Weather permitting; Hogfat Hill Road will be paved this Thursday.
- HHWD (Household Hazardous Waste Day) will be July 27th from 9am-12pm at the Transfer Station.
- Radar sign was programmed and set up prior to Memorial weekend. We will be moving it around town from time to time.

Tina Vanasse mentioned that the crosswalks in the Long Beach area were painted today and the "speed" signs have been ordered.

- The EMS Bunk Rooms project has begun: the foundation is dug and Mike (Mayo) hopes to have the footings done soon; weather permitting.
- The granite posts at the Veteran's Park have been fixed.
- Beach Attendants have been hired and trained. So far, so good.
- We received a check from Efficiency Maine for the LED lights at the Sand/Salt shed in the amount of \$680.00.
- Brandon (Woolley) obtained a quote for the Overhead Door at the Public Works garage. It is \$4,520.00. I have contacted the contractors (that previously submitted bids) for updated quotes.

- Still working on getting a light at the upper lot at the beach. We need to get access in the old bathrooms to look at the (electrical) panel. In addition, the meter cover, ground wire, ground rod and meter is missing. Brandon (Woolley) will continue to asses this issue.
- Charter (Spectrum) has replied to the first draft of our franchise agreement. I have forwarded their comments to the Town Attorney and our consultant (Tony Vigue) for their thoughts. The three of us will be meeting here at the Town Office on June 14th at 2pm to discuss in more detail. Since then, there has been legislation which requires the cable company to return the Community Channels to their original location and requiring the company to cable down to 15 homes per mile on all new franchises. So, if you can, please attend!!!
- I noticed that the cracks in the parking lot out front are expanding. I have obtained two quotes for priming oil stains, clean/prep, heat lancing/crack jet, edging perimeter, and using two coats of sealer.

Whitney Seal Coating for 15,254 sq. ft. is \$2,350.00

Maple Ridge Seal Coating for 14,616 sq. ft. is \$3,661.00

Tim Mayberry made a motion to allow the Town Manager to contract with Whitney Seal Coating for the quoted repairs to the Town Office parking lot. It was seconded by Chris Parker. Motion carried with all in favor.

- Pending physical and testing, I have hired Paul Martin to the Public Works Department. I believe it will be a good fit.
- Radios for the DPW and the school are all set (new repeater for Fire, DPW/School, antennas, and radios).
- Training coming up for newly elected officials sponsored by MMA (Maine Municipal Association) will be held on Tuesday, October 15th in Bridgton from 4:30pm to 8:30pm. Contact me if interested in attending.
- Received a complaint, that BOS should not be using profanity in public.
- Would like to have Tax Acquired Property Committee meeting in the near future to discuss 3 properties.

Edie Harnden, Michele Bukoveckas, Maureen Scanlon, Brandon Woolley and the Assessor will meet on June 19th at 3:00pm for a Tax Acquired Property Committee meeting.

- I will be on vacation this Friday, next Tuesday and the week of June 24th.

B. Selectmen

Edie Harnden stated that the Harvest Dinner to raise money for the Fuel Fund will hopefully be held around the end of August. She will be looking

for donations for raffle items and explained some of the plans that she has for entertainment during the event.

Chris Parker had nothing to report.

Chris Harrington stated that the gazebo at the Veteran's Park still needs to be leveled. The Town Manager responded that it is on the "to do" list.

Scott Douglas had nothing to report.

Tim Mayberry asked about the matter of parking being allowed on the school grounds for the proposed event venue in that neighborhood. The Town Manager responded that MMA (Maine Municipal Association) stated that if it is on the school's property, then the School Board / Committee would have jurisdiction; but if it is on town property, then it is the Board of Selectmen who should be granting the permission for the parking. MMA did advise that if this is allowed to happen, that an agreement (written) be made, and the town's attorney should review it. There was some discussion on whether or not this should be allowed for a private business. It was noted that if you do for one, you must do for all. Brandon Woolley suggested that this should be an agenda item so that the parties involved can be present during any discussion. He also gave a brief overview of the Planning Board's decision making process.

C. Committees

Nothing reported.

VII. COMMENTS FROM THE PUBLIC

Tina Vanasse mentioned that the granite bench at the Veteran's Park is tipped. The Town Manager responded that this is also on the "to do" list for Public Works to repair.

Donelle Allen publicly thanked Phil Lowe for all the volunteer work that he has done on the school construction project.

Tim Mayberry made a motion to move to Executive Session. It was seconded by Chris Parker. Motion carried with all in favor.

VIII. EXECUTIVE SESSION: Pursuant to Title 1 § 405 (6) (A) to Discuss a Personnel Matter – Town Manager Performance Evaluation & Contract Discussion

Tim Mayberry made a motion to reconvene to regular session at 7:18 pm. It was seconded by Scott Douglas. Motion carried with all in favor.

Tim Mayberry made a motion to renew the Town Manager's contract for a two-year period with a 3% increase, to be effective July 1st. It was seconded by Chris Harrington. Motion carried with all in favor.

IX. ADJOURNMENT

Chris Harrington made a motion to adjourn at 7:20 pm. It was seconded by Scott Douglas. Motion carried with all in favor.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Maureen F. Scanlon".

Maureen F. Scanlon
Town Clerk