

MINUTES
SEBAGO BOARD OF SELECTMEN'S MEETING
6:00 PM
TOWN OFFICE

~~TUESDAY, DECEMBER 3, 2019~~

RESCHEDULED TO WEDNESDAY, DECEMBER 4, 2019 DUE TO SNOWSTORM

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

RECORDER'S NOTE: This meeting was held on Wednesday, December 4, 2019 due to a snowstorm on Tuesday, December 3, 2019. The change in meeting date was advertised on Television Channels 6, 8 and 13 with the Town Office early closing alerts.

CALL TO ORDER

The meeting was called to order by Vice Chairman, Chris Parker at 6:00 pm.

I. ROLL CALL

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

Absent: Tim Mayberry

Guests present: Carla Parker, Susan Gassett, Jim Libby, Jason Schoolcraft, Richard Allen, Ted Greene, Code Enforcement Officer, Brandon Woolley, Marjorie Saunders, Tom Saunders.

II. ADJUSTMENTS TO THE AGENDA

Item Added: Old Business Agenda Item C. – EMS Building Update.

III. CONSENT AGENDA

A. Approval of the October 15, 2019 Selectmen's Meeting Minutes

Edie Harnden made a motion to approve the October 15, 2019 meeting minutes as presented. It was seconded by Chris Harrington. Motion carried with all in favor.

IV. OLD BUSINESS

A. 2002 GMC Bid Opening

The Town Manager opened the only bid received for the 2002 GMC pick-up truck. It was submitted by Matthew Morrill in the amount of \$400.00.

Chris Harrington made a motion to accept the bid of \$400.00 from Matthew Morrill for the 2002 GMC pick-up truck. It was seconded by Scott Douglas. Motion carried with all in favor.

B. Town Hall Water Discussion

Code Enforcement Officer, Brandon Woolley, reviewed the Town Hall water situation and options for resolving the problem. He stated that although the levels of Uranium and Radon are elevated, they are considered only slightly higher than what is acceptable. In looking at the State's limits and recommendations, it was determined that the water is suitable for cooking, cleaning, bathing, brushing teeth, etcetera. It is only unacceptable for drinking and mixing drinks such as lemonade. At the very minimum, we should treat the drinking water.

Brandon proceeded to inform the Board of several different levels of treatment for their consideration. A Reverse Osmosis system would address the problem of the particulates (black specs) that have been found in the water and would allow people to drink filtered water. There are different sizes available according what the demands require. It was noted that there is a section of black piping that is corroded that needs to be replaced which will also help remedy the problem of the particulates in the water.

Brandon recommended that the Board consider a forced pressurized system with a pump that forces the water through a membrane and through a cartridge system. This would cost approximately \$1,100 dollars.

The Board asked Brandon to come back with a quote for an adequate system for consideration by them at the January meeting.

C. EMS Building Update

Brandon Woolley stated that as of right now the addition to the EMS Building is complete. However, during construction several other items were discovered that should be addressed, such as a future decontamination location for the EMS department, and a lighting issue in the ambulance bay area which causes the need for frequent replacement of light bulbs. He stated that the cost to address these items, and some other minor items that he noted, would not exceed an additional cost of \$15,000. It was noted that a rebate would probably be received from Efficiency Maine for the lighting upgrade.

Chris Parker made a motion to approve an amount not to exceed \$15,000 to address the additional items as recommended. It was seconded by Scott Douglas. Motion carried with all in favor.

D. Guardrail Discussion

The Town Manager reminded the Board that she was asked to obtain a quote to replace a section of the old cable guardrail along Dyke Mountain road. There is approximately 1,175 ft. of old cable guardrail that was looked at to be replaced. Cable guardrails are no longer used and the cost was quoted at \$23,665 to replace it with the single buffers and posting guardrails that are used now. Michele checked with the Department of Transportation (DOT) to see if we are required to replace guardrails. They said that we are supposed to keep roads safe. They recommend that where the slope is greater than a two to one ratio, that we should have them, but there is no requirement to do so.

After some discussion, Chris Parker suggested not replacing the guardrails in this location because the trees have grown taller over the years. It was noted that the location of this section of guardrail does not meet the two to one ratio criteria. It was also noted that there is \$10,000 left over from the repairs that were recently done on the Dyke Mountain Bridge.

Chris Parker made a motion not to replace the old cable guardrail section located near 555 Dyke Mountain Road. It was seconded by Chris Harrington. Motion carried with all in favor.

The Board agreed to discuss other areas for consideration of the installation of guardrails at the meeting in January.

E. Constable Discussion

The Town Manager reported that we have had some issues in town that needed attention, particularly at the Town Beach. Although we have ordinances, the question always arises as to who is going to enforce them. We do not have a contracted officer in town and Cumberland County Sherriff's Office will not enforce our local ordinances. So, a lot of it falls onto the Board of Selectmen to enforce, or sometimes the Code Enforcement Officer.

Michele looked into what other town's are doing. Constables are pretty much being discontinued because of liability issues. They cannot enforce law issues; they can only enforce local ordinances. In order to have a Constable, some of the ordinances would have to be updated to allow a Constable to enforce them. The Beach Ordinance, the Dog Ordinance, the Fireworks, Parking and Posted Road Ordinances are the ones that we would want enforced by a Constable. A Constable Ordinance would also be required which would allow the Constable to enforce those ordinances.

Michele recommended having the Animal Control Officer also be appointed as the town's Constable. This will be brought before the Budget Committee for funding consideration. If funding is recommended, then it will be further considered by the Board.

Chris Parker made a motion to update the aforementioned ordinances to include the wording of "to be enforced by the Constable or a Law Enforcement Officer" (who would be retained by the town). It was seconded by Chris Harrington. Motion carried with all in favor. The Town Manager will look into whether or not the updated ordinances will need to be approved at the Annual Town Meeting.

V. NEW BUSINESS

A. Bicentennial Mural Discussion

Susan Gassett, from the Sebago Historical Society, and Dick Allen, from the Sebago Artists Group, proposed the painting of a mural on the Town Office meeting room wall (that abuts the Vault Room) in celebration of the Maine Bicentennial which will be happening next year. This will be a joint effort between the Historical Society and the local artists.

Chris Harrington made a motion to allow the Historical Society and the Sebago Artists Group to paint a mural on the wall as proposed. It was seconded by Chris Parker. Motion carried with all in favor.

Susan Gassett mentioned that March 16th is the date when Maine became a State. The Historical Society plans to approach the Board to request permission to do a re-enactment ceremony at the Town Hall building. This is a Monday, and there will be school children in attendance. Tom Allen is going to read the proclamation from the original Governor, whose name was William King.

B. Woods Vehicle for Fire Department

Rescue Deputy Chief Jason Schoolcraft explained that the Fire Department is asking for the replacement of the all-terrain Woods Vehicle. The current one does not allow access for wooded location rescues in winter weather, such as snowmobile accident rescues. Through discussions with the CIP Committee it was determined that there will be a need to replace the current vehicle in the next few years. It was proposed to take some of the funding for it out of the CIP funding for Engine One and Utility One. Michele Bukoveckas explained that because these vehicles that Jason mentioned are not due to be replaced until 2034 & 2033 they will have ample time to replenish some of the funds that would be used now. It was noted that the complete Woods Rescue Vehicle with an enclosed trailer for storage will cost approximately \$40,000. There was quite a bit of discussion on this subject amongst the Board with input from Jason Schoolcraft and Ted Greene.

Scott Douglas made a motion to move forward with borrowing the funds from the CIP line items for Engine One and Utility One in order to purchase the proposed Woods Vehicle. It was seconded by Chris Harrington. Motion failed with two in favor and two opposed.

C. License for Snow Plow Turn-Around – Hemlock Point Road

The Town Manager explained that this is being done in order to resolve a snowplowing issue on this road. Currently the plow truck drivers have to plow the road and then back the truck back down the road and onto Route 114 (Sebago Rd.). There are two residences on the road that form a loop. The property owners have both signed this document allowing the plow trucks to turn around on their property which will be much safer for the drivers. It was noted that this is revocable at any time by either the property owners or the town. It also keeps the town harmless from all liabilities. This is also going to be done for the end of Chickadee Lane.

Chris Harrington made a motion to approve and sign the License for Snow Plow Turn-Around for Hemlock Point Road. It was seconded by Scott Douglas. Motion carried with all in favor.

The Board proceeded to sign the License for Snow Plow Turn-Around for Hemlock Point Road.

D. Abatements & Supplements as Recommended by Assessor's Agent

The Town Manager presented several Abatements and two Supplements that are being recommended by our Assessor's Agent. She explained that they are for various reasons to resolve errors that have been identified. The Abatements total \$6,711 and the Supplements total \$2,542.

Chris Parker made a motion to approve and sign the Abatements and Supplements as recommended by the town's Assessors. It was seconded Scott Douglas. Motion carried with all in favor.

The Board proceeded to sign the Abatements and Supplements as presented.

E. Proposed Change to Personnel Policy – Adding a Vision Benefit Option

The Town Manager presented a proposed change to the Personnel Policy by adding a Vision Benefit Option that would be done at no cost to the town, only to any employees that choose to participate in this option.

Chris Parker made a motion to change the town's Personnel Policy in order to offer a Vision Benefit Option to all employees. It was seconded by Scott Douglas. Motion carried with all in favor.

F. Agent Fee Increase for Motor Vehicle Transactions Discussion

The Town Manager explained that the 129th Maine Legislation just approved an act increasing motor vehicle municipal agent fees from \$3.00 to \$5.00 for renewals and from \$4.00 to \$6.00 for new registrations. The current agent fees have been in place since 1993 with no increase. This only applies to motor vehicles; not ATVs or snowmobiles.

Chris Parker made a motion to increase the motor vehicle agents fees to \$5.00 for renewals and \$6.00 for new registrations. It was seconded by Scott Douglas. Motion carried with all in favor.

G. Small Cemetery Committee Appointment – Ann Farley

The Town Manager stated that Ann Farley has expressed interest in being appointed to the Small Cemetery Committee. Ted Greene is a member of this committee and stated that Ann was a valuable member in the past. He highly recommended that the Board re-appoint Ann to the committee.

Chris Harrington made a motion to re-appoint Ann Farley to the Small Cemetery Committee. It was seconded by Scott Douglas. Motion carried with all in favor.

H. Budget Committee Manual Amendments

The Town Manager reviewed several items that need to be “fine tuned” in the Budget Committee Manual.

Chris Harrington made a motion to approve the amendments to the Budget Committee Manual as recommended by the Town Manager. It was seconded by Chris Parker. Motion carried with all in favor.

VI. REPORTS FROM TOWN OFFICIALS

A. Town Manager

- The School Board decided that the buses will not travel down Peabody Pond Road beyond the paved section. The Town will work with the School Department to ensure a safe turnaround for the buses.
- I was notified that the body that was ordered for the new Ford 550 is a new design; therefore, Viking does not expect us to have the truck until after the first of the year.
- The agreement for the encroachment on Webster Way has been signed.
- There is a citizen in town that has no water or electricity at their residence and they have been using the showers at the Town Hall on a regular basis for over a year at no charge, is this something you wish to continue?

There was some discussion on this matter. The Town Manager will speak with this individual about speaking to the Selectmen regarding this situation. The idea of charging a minimal fee was suggested.

- We need to have a Tax Acquired Property Meeting. Edie, does Tuesday at 3:00 pm work for you?

The Town Manager will set up a Tax Acquired Property Meeting for a Tuesday afternoon.

- Policy committee should also meet soon to address some issues and fees at the Town Hall.
- I would like to establish a Safety Committee. The Committee should be comprised of Department Heads (Fire, Rescue, Public Works, Town Clerk), one Board of Selectmen, myself and maybe one citizen. Our first order of business will be to update the Emergency Operations Plan. Please think about if you would like to serve and a citizen to invite to the committee.
- CIP has finished meeting until the Budget Committee has done their work. Vehicles, items and projects have been prioritized.
- Budget sheets have been distributed to Department Heads to begin working on their budgets for next year. Budget meetings will begin on the second Wednesday in January.
- As you may remember, a Forest management Plan was completed for the Swamp Road Community Forest. Though it is not a requirement for Loon Echo to approve the plan, public input is required before the Board adopts it. This spring when we have a public hearing prior to Town Meeting, I will add this to the agenda.
- Tentative Dates:

May 19, 2020 – School Budget Meeting & Town Meeting

June 9, 2020 – Election for School Budget & Municipal Positions which will coincide with the State's Presidential Primary election.

- Upcoming Meetings/Events:
 - ✓ December 5, 2019 – Annual Employee Holiday Get-together
 - ✓ December 17, 2019 – Attending a Small Claims Workshop in Augusta with Maureen.
 - ✓ Town Office closing at 2:00 pm on Christmas Eve and New Year's Eve with closures on Christmas Day and New Year's Day. Public works will be leaving at noon (weather permitting) on 12/24 & 12/31, and closed on Christmas Day and New Year's Day. The Transfer Station will be open normal hours on Christmas Eve.

B. Selectmen

Scott Douglas stated that he has had an issue with an attendant at the Transfer Station. The Town Manager will be addressing this matter and will also let this same attendant know that he needs to start being more helpful to residents that are using the Transfer Station.

Edie Harnden had nothing to report.

Chris Harrington had nothing to report.

Chris Parker noted that the street lights at Nason's Beach are very bright. Michele stated that she looked into it and the LED light belongs to the town and the Sodium light belongs to the Association down there, so there is nothing we can do about it, unless we want to remove the town's light. The Board does not want to remove the LED light from this location.

C. Committees

Nothing reported.

VII. COMMENTS FROM THE PUBLIC

Marjorie Saunders lives on Peabody Pond Road and expressed concerns regarding the School Department's decision to not allow the school buses to travel past the paved section of the road. There was some discussion regarding Mrs. Saunders concerns with input from Ted Greene.

Jim Libby asked about the status of the town's Road Committee. The Town Manager responded that the Hawkes Road is scheduled to be completed in the spring. Peabody Pond Road is the next road scheduled to be addressed. There was some discussion about the Road Committee. The Town Manager stated that after the Hawkes Road has been completed, she feels as though the Public Works Department should no longer do the road reconstruction/paving in town. It should be contracted out because the Public Works crew has other things that they need to be concentrating on.

VIII. ADJOURNMENT

Scott Douglas made a motion to adjourn at 7:40 pm. It was seconded by Chris Harrington. Motion carried with all in favor.

Respectfully submitted,



Maureen F. Scanlon
Town Clerk