

MINUTES
SEBAGO BOARD OF SELECTMEN'S MEETING
6:00 PM
TOWN OFFICE
TUESDAY, MAY 5, 2020

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

**DUE TO THE COVID-19 PANDEMIC,
THIS MEETING WAS HELD VIA ZOOM WEBINAR**

CALL TO ORDER

Due to the webinar format of this meeting, the meeting was called to order by Town Manager, Michele Bukoveckas, at the request of 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: Health Officer Helen Twombly, Phil Lowe, Meg Gray (Portland Public Library)

II. ADJUSTMENTS TO THE AGENDA

There were no adjustments to the agenda.

III. CONSENT AGENDA

A. Approval of the April 21, 2020 Selectmen's Meeting Minutes

Scott Douglas made a motion to approve the April 21, 2020 meeting minutes as presented. It was seconded by Chris Parker. Motion carried with all in favor and Chris Harrington abstaining from the vote.

B. Approval of Warrants #43 & #44

Edie Harnden made a motion to approve Warrants #43 & #44 as submitted. It was seconded by Chris Harrington. Motion carried with all in favor.

IV. OLD BUSINESS

There were no "Old Business" agenda items.

V. NEW BUSINESS

A. COVID-19 Impacts Discussion (Transitioning to "Normal")

Health Officer, Helen Twombly, reported that although she has heard of three individuals from Sebago claiming to have (or have had) the Coronavirus, these three cases have not been officially confirmed. There are no confirmed cases in the town of Sebago at this time. She and the Town Manager recently discussed the procedures for re-opening the town's services to the public. The Town Manager has developed a document outlining the procedures which will be made available to the public. The information disclosed in this document is as follows:

COVID-19 UPDATE May 6, 2020

Until the Governor's "Stay Safer at Home" order is lifted, beginning May 19th, the Sebago Town Office will begin to assist customers who are not able to conduct municipal business online, through the mail and drop box, or on the phone **BY APPOINTMENT ONLY**. Please call 207-787-2457 to schedule an appointment.

Office Hours effective May 19th:

Tuesdays: 10:00 am to 5:00 pm
Wednesday-Fridays: 8:00 am-5:00 pm

Customers will be required:

To wear masks

Be limited to no more than 1 person at a time. All others will have to wait outside or in their vehicles.

Code Enforcement: Appointment only, again, masks will be required.

General assistance: Appointments will be handled over the phone, and documentation required of an applicant can be dropped off to a lockbox we have at the office. The GA administrator will then determine eligibility and make necessary arrangements

Transfer Station: Open but the recycling is not. Please place your recycling with household trash. This is temporary. Please keep social distancing in mind while you are there. If you have demo, please have a check for payment, and please wear a mask when speaking with staff.

REMINDERS

Most transactions can be done on line by clicking "on line services". In the event you need further assistance, please call 207-787-2457, you may

need to leave a message. Calls will be monitored and returned in as much of a timely fashion as possible. We will do our best to assist you over the phone, or direct you on how to best complete your business.

You have the option of completing transactions through the mail, again, call the office.

We have a drop box on the porch of the Town Office, tax payments can be dropped off.

CLOSED To the Public

Town Office (Limited access after May 19th),
Town Hall,
Public Works,
EMS,
Fire Stations

School playground, basketball courts, ball fields

OPEN To the Public

Town Beach: You can launch a boat, walk, or sit in your vehicle. **Gatherings or loitering is not allowed.** When walking, maintain social distancing.

Douglas Mountain: You can walk/hike. Remember to maintain social distancing.

Thank you for your understanding!

There was some discussion on people using the beach. It was reported that unauthorized people have been approaching and harassing individuals that are at the beach and don't have a town pass to use it. The Town Manager will put a notice on the "Sebago Community" website to deter people from doing this; that it is the Beach Attendant's job. The Beach Attendant is scheduled to start patrolling the beach again soon.

B. Town Meeting Discussion/Update

The Town Manager is still planning on holding the annual Town Meeting on June 23rd. She explained how this can possibly be done, however, the Board of Selectmen will need to make a decision soon as to whether we will proceed with this date, or will it be postponed to a later date.

The Municipal Election and the School Budget Validation Referendum Election are scheduled to be held on July 14th to coincide with the State Election.

C. Acceptance of Scott Douglas and Chris Harrington's Resignations from Selectmen, Assessor, and Overseer of the Poor

The Town Manager stated that Scott Douglas and Chris Harrington have both accepted positions with the town's Public Works Department. The town has an ethics policy which makes their continuing on as Selectmen a conflict. Therefore they are resigning as Selectmen so that they may perform their duties as Public Works employees.

Scott Douglas verbally submitted his resignation as a Selectman, Assessor, and Overseer of the Poor as of this meeting.

Chris Harrington verbally submitted his resignation as a Selectman, Assessor, and Overseer of the Poor as of this meeting.

There was no vote taken to accept these resignations due to the fact that Scott and Chris would be required to abstain from the vote and there were only two other Selectmen present, therefore there would not be a quorum of the Board to validate the vote. This will be done at the next Board meeting.

D. Sale of Old Compactor Discussion

The Town Manager reported that the new compactor has been installed at the Transfer Station. She asked the Board what they would like to do with the old compactor. It was noted that some parts are salvageable but the parts are not compatible with the new compactor. The Board decided to wait until Tim Mayberry is present before making a decision on disposition of the old compactor.

VI. REPORTS FROM TOWN OFFICIALS

A. Town Manager

- Dana Batchelder has begun the Spring Cemetery clean ups. The flags for Veterans' and Firefighters' graves have been ordered and picked up. In speaking with our local 4H Club and Girl Scouts, due to the our current "stay at home order" their groups will not be able to place the flags this year; however, Alan Greene and his family are willing to place the Firefighter flags, and Ben McKenney and his family will place the Veterans flags. Thank you for your volunteerism. It is very much appreciated.

- In speaking with our Recreation Director, Leslie Hayes:

Due to COVID-19, it appears that baseball and softball will not be happening this year. Bridgton has already pulled their program, and the other towns are meeting tonight to discuss how they wish to proceed. I will know for sure tomorrow, and they will post information on the web.

Amanda Hawkes, who is in charge of SYAA, has stated that the program will not be occurring this year.

Leslie is hoping to start the soccer program this fall.

She is working on "Activity" packets to send home for the school children.

She will be beginning some beach monitoring this weekend, with attendants ready to go for Memorial Day Weekend. Attendants will be performing boat inspections as best they can while maintaining social distancing and monitoring the usage of the beach. There are and always will be offenders (non-residents). The attendants will do their best, as always.

- I have placed an ad for the 3rd Public Works position in the Shopping Guide and on the website. This position will remain open until filled; the successful candidate will begin July 1st.
- We have permission to remove the tree at the town office. I have spoken with Chris Parker who will be removing the tree. The Historical Society will then plant a new tree.

B. Selectmen

Chris Parker asked the Town Manager how much notice would be needed to change the Town Meeting date if the June 23rd date is not feasible. She responded that a two week period is needed for posting notices to the public.

Chris Parker stated that he feels as though the issue of monitoring the beach and people giving others a hard time, especially when it is not their place to do so, is rather petty at this time. People should try to be more tolerant of one another right now. Some people just want to get outside and enjoy the scenery.

Chris Parker thanked both Scott Douglas and Chris Harrington for accepting the positions in the Public Works department and he hopes all goes well for them in their new positions.

Edie Harnden agreed with Chris Parker regarding the matter of the Town Beach usage.

Scott Douglas mentioned that some of the flags that are located on the poles along the Long Beach area and other locations throughout town are not in very good shape. He suggested replacing several of them every year if funding is available. The Town Manager stated that some funds are available to replace the worn flags that should not be put back up.

Scott Douglas reported that the roadway sweeping throughout town is almost completed.

Scott Douglas stated that he has enjoyed being on the Board of Selectmen and thank you for the opportunity to serve.

Chris Harrington thanked the community and the Board for the opportunity to serve as a Selectman.

VII. COMMENTS FROM THE PUBLIC

Phil Lowe thanked both Scott and Chris for their service on the Board and he looks forward to their working for Public Works as well.

Phil Lowe suggested that it is not necessary to have Scott and Chris resign from the Board tonight so that there wouldn't be two vacancies at this time. He also suggested, if it is legally possible, that since he and Ann Farley will be running in the Municipal Election for the two (term expiration) open positions, perhaps the Board could appoint both of them now so that there will be a full Board. The Town Manager responded that the position of a Selectman normally cannot be appointed; it must be by election, because of the higher level of authority the position holds. However, with three Selectmen they will still have a quorum of the Board for voting purposes, until the next election. She also explained how it is a conflict for Scott and Chris to be her superior as Selectmen and for her to be their superior as public works employees.

VIII. ADJOURNMENT

Scott Douglas made a motion to adjourn at 6:36 pm. It was seconded by Chris Harrington. Motion carried with all in favor.

Respectfully submitted,

A handwritten signature in cursive script, reading "Maureen F. Scanlon".

Maureen F. Scanlon
Town Clerk