

MINUTES
SEBAGO BOARD OF SELECTMEN'S MEETING
6:00 PM
TOWN OFFICE
TUESDAY, SEPTEMBER 1, 2020

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

**Due to COVID-19 Public Participation was limited at this meeting.
Attendees were advised of the following requirements in order to attend:
Please wear a mask and practice social distancing.
Comments may be emailed to: townmanager@townofsebago.org**

***Reminder to the attending public:
Select board meetings are open to the public, but the public may not speak unless
recognized by the Chair or Vice Chair in their absence.
Except during a public hearing, comment time is limited to 2 minutes per speaker
during public participation.
Matters related to personnel will not be heard or discussed.***

CALL TO ORDER

The meeting was called to order by Chairman, Ann Farley, at 6:00 pm.

I. ROLL CALL

Present: Selectmen; Ann Farley, Edythe Harnden, Phil Lowe, Tim Mayberry and Chris Parker, Town Manager, Michele Bukoveckas, Town Clerk and Recorder, Maureen Scanlon

Guests present: Health Officer Helen Twombly, Donelle Allen, Public Works Director Scott Douglas, June Johnson, Code Enforcement Officer Brandon Woolley

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited at the start of this meeting.

III. ADJUSTMENTS TO THE AGENDA

ADDED AGENDA ITEM: New Business agenda item D. – Appointment of Tina Vanasse to the CIP Committee for 3 Years.

IV. CONSENT AGENDA

A. Approval of the August 18, 2020 Selectmen's Meeting Minutes

Tim Mayberry made a motion to approve the August 18, 2020 meeting minutes as presented. It was seconded by Edie Harnden. Motion carried with all in favor.

B. Approve Warrants #7, #8

Edie Harnden made a motion to approve Warrants #7 and #8 as submitted. It was seconded by Chris Parker. Motion carried with all in favor.

V. OLD BUSINESS

There were no "Old Business" agenda items.

VI. NEW BUSINESS

A. Old Town Garage Discussion

Town Manager, Michele Bukoveckas, explained that there is an additional party that is interested in purchasing the old town garage located on Bridgton Road. The couple that purchased the adjacent property were initially inquiring about leasing a portion of the town's property for storage purposes. They have also expressed interest in purchasing it.

The building located on this property is old garage is old and is getting to the point where it might not be insurable. The Town Manager asked the Board if they are interested in tearing it down or possibly selling the property. The Code Enforcement Officer confirmed that this is a legally created non-conforming lot, which means that it is a buildable lot. There was some discussion on this subject with the Board agreeing that this property should continue to be retained by the town at this time. The dry hydrant located on this property is definitely an asset to the Fire Department. It was noted that the sale of this property would have to be approved by the legislative body at the annual Town Meeting. It was also noted that the Sebago Lions Club leases the building located on this property for storage on a yearly basis for \$1.00 per year. They also have a storage trailer located on the lot.

June Johnson from the Sebago Lions Club read aloud a statement outlining the services they provide to the community and asked the Board to continue to support them in their efforts by allowing them to continue to lease the building / land for storage purposes.

There was also some discussion on the cost and insurability of the building located on this property. The Town Manager will look into the value of the property and the insurability and cost options for it.

Tim Mayberry made a motion not to sell the property at this time. It was seconded Chris Parker with the understanding that the Sebago Lions Club will be allowed to continue to lease the building/land for storage purposes. Motion carried with all in favor.

B. Appointment of Berry-Talbot-Royer; Public Accountants for Fiscal Years '21, '22 and '23

The Town Manager stated that the town's public accountants, Berry-Talbot-Royer, that audit our books on an annual basis, are due to be re-appointed for another three-year term.

Ann Farley made a motion to appoint public accountants Berry-Talbot-Royer for Fiscal Years '21, '22 and '23. It was seconded by Phil Lowe. Motion carried with all in favor.

C. Appointment of Jerry Holt to the CIP Committee for 1 Year

The Town Manager stated that Jerry Holt has agreed to serve on the CIP (Capital Investment Program) Committee for a one-year period.

Phil Lowe made a motion to appoint Jerry Holt to the CIP Committee for a one-year period. It was seconded by Ann Farley. Motion carried with all in favor.

D. Appointment of Tina Vanasse to the CIP Committee for 3 Years

The Town Manager stated that Tina Vanasse has agreed to serve on the CIP Committee for a three-year period.

Ann Farley made a motion to appoint Tina Vanasse to the CIP Committee for a three-year period. It was seconded by Edie Harnden. Motion carried with all in favor.

VII. REPORTS FROM TOWN OFFICIALS

A. Town Manager

- The signs at the Town Beach are missing. Since there are only a few weeks left, we probably should either not put any up, or make some laminated ones. If anyone has any information as to where they might be, or even if they can be returned, it would be appreciated. This issue will need to be revisited next spring.

It was noted that five signs have been stolen at a cost of approximately \$100 each.

- A WIFI access point has been installed at the Town Garage so we will be installing a keypad lock system. This system will keep a record of who and when someone entered the building. It will be very similar to the systems at the EMS and Town Office.
- Audit work has begun, mostly remotely. They might be coming 1 or 2 days next week.

- I am working with FEMA and the school to obtain some reimbursements for cleaning supplies and such for COVID.
- I am currently advertising for a full-time Public Works position. The ad will run in the Shopping Guide and is on the Town website. The gentleman I had in mind opted to not accept full-time but is willing to help part-time in either a mechanical or plowing capacity.
- Due to COVID, we are in the process of relocating the polling/voting location for the upcoming November 3rd election to the old "Town Hall" building. We will need to schedule a public hearing at our next meeting regarding the relocation. This may become a permanent situation since the town is growing and it will be better for traffic control in the upper parking lot.
- Reminder that John O'Donnell from O'Donnell and Associates will be at the next meeting to outline the re-evaluation process.

B. Selectmen

Phil Lowe thanked the Lions Club for everything they do for the Sebago community. Phil also thanked Tim Mayberry for his Grader training services for the Public Works department.

Edie Harnden had nothing to report.

Chris Parker had nothing to report.

Tim Mayberry had nothing to report.

Ann Farley confirmed that she and Chris Parker will meet with the Town Manager this Thursday for the weekly meeting.

C. Department Heads

Health Officer Helen Twombly stated that she had three topics to report on as follows:

Town Beach – Helen suggested that a police report should have been filed regarding the stolen signs. As an observer of the quality of usage for the people on the beach, she can definitely see where boats being on the beach are a liability concern and safety issue for the town. Especially the pontoon boats; sometimes children swim in the water behind them which makes it difficult to be seen by the operator of the boat. Therefore, since we are at the end of the season, she is willing to put up laminated signs to continue to advise people that boats on the Town Beach are no longer allowed.

The Board gave Helen approval to put up laminated signs advising the public that boats are not allowed on the beach.

COVID-19 Update – Helen reported that as far as the COVID-19 situation is concerned, Sebago is still at seven cases with no new cases reported. She is still cleaning the playground equipment on a regular basis. The funds from the multi-town grant are being put to good use for materials and training purposes.

TIKI BAR (Located at the Sportsman's Kitchen & Keg on Route 114) – Helen reported that she has been spending a lot of hours addressing issues at this location. Most are COVID related issues, but not all of them are. It is becoming a real problem with some of the activities that are going on with several of the establishment's patrons. Residents in that area are reporting that they are being threatened and vandalism to their property has occurred. There was some discussion on how this may affect the liquor license for the establishment and the approval process that allowed the extension of business for a Tiki Bar to operate at the Sportsman's Kitchen & Keg. It was noted that the last Board approval for the annual liquor license did not take into consideration the Tiki Bar because it was not in existence last year, therefore it was not a consideration. The Code Enforcement Officer mentioned that originally this was a response by the owners of the Sportsman's Kitchen & Keg to an emergency situation due to COVID-19. They were essentially closed down by the State. They have been really good stewards of the property with no complaints being previously reported about the operation of the business before COVID. Our ordinance does allow for re-locating a non-conforming use within a non-conforming lot without Site Plan Review. He viewed this as a re-location of use. They were not able to operate inside, but they could operate outside. The Health Department and the State Liquor Board had no problem with their plans. However, they did go beyond what was originally agreed to and have since agreed to go back to the original agreement. They have been advised that if they want to continue the use of the Tiki Bar once they are allowed to operate inside again, they will have to go before the Planning Board for a Site Plan Review, because they would now be changing the use to inside and outside service. This would be considered an expansion of use.

Public Works Director Scott Douglas reported that the windows on the lower level of the Town Hall building are being repaired. The new Grader has arrived so they are performing preventive maintenance on it. Additional lighting has been added in the back of it where needed. Several Board members expressed concern about the Public Works budget including hours worked for overtime performing repairs and town maintenance. Scott replied that there is light at the end of the tunnel and this should be slowing down soon. Once an additional full-time employee has been hired the work load should be able to be completed during normal working hours.

VIII. COMMENTS FROM THE PUBLIC

Donelle Allen stated that she would like to request that the Board allow usage of the Town Hall for the annual "Breakfast with Santa" event this year. She believes that this year there will be an even greater economic need for it due to people's limited incomes because of the COVID situation. She outlined her plans for holding this popular event for the community while maintaining social distancing and public safety. June Johnson explained the Lions Club's plans for contributing to this event.

The Board gave their approval for the "Breakfast with Santa" event to be held at the Town Hall building as proposed by Donelle Allen.

VIII. ADJOURNMENT

Ann Farley made a motion to adjourn at 6:52 pm. It was seconded by Phil Lowe. Motion carried with all in favor.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Maureen F. Scanlon". The signature is fluid and cursive, with the first name being the most prominent.

Maureen F. Scanlon
Town Clerk