

MINUTES
SEBAGO BOARD OF SELECTMEN'S MEETING
6:00 PM
TOWN OFFICE
TUESDAY, OCTOBER 20, 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, Tina Libby-Hook, Claudia Lowe, Diana Libby, Recreation Director Leslie Hayes.

II. PLEDGE OF ALLEGIANCE

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

III. ADJUSTMENTS TO THE AGENDA

There were no adjustments to the agenda.

IV. CONSENT AGENDA

A. Approval of the October 6, 2020 Selectmen's Meeting Minutes

Ann Farley made a motion to approve the October 6, 2020 meeting minutes as presented. It was seconded by Chris Parker. Motion carried with three in favor. Phil Lowe and Edie Harnden abstained from the vote.

B. Approve Warrants #14, #15

Edie Harnden made a motion to approve Warrants #14 and #15 as submitted. It was seconded by Phil Lowe. Motion carried with all in favor.

V. OLD BUSINESS

There were no "Old Business" agenda items.

VI. NEW BUSINESS

A. COVID-19 Update – Health Officer Helen Twombly

Health Officer Helen Twombly updated the Board on the COVID-19 situation. She stated that there are 192 active cases in Cumberland County. The nine cases in Sebago are no longer considered active. Local businesses have been compliant with no further problems noted. Helen does not believe that any of the local cases reported were contracted at the town's public places such as the Douglas Mountain hiking trails or the town beach.

Helen stated that it is important for people to know that there is no payment required for anyone being tested for COVID in the State of Maine. Therefore, if someone is experiencing symptoms, they should be tested. This is especially important because we seem to be experiencing a second wave of the virus with more cases, and deaths, being reported. She stressed the importance of continuing to wear face masks even though we are all tired of it, especially if you are going to be in contact with someone for a period of at least fifteen minutes.

Helen encourages anyone that hasn't had a flu shot to get one so that you don't take the risk of having both influenza and the Corona virus at the same time. She is looking into having a flu shot clinic in Sebago.

Some concerns were brought up regarding Jordan's Store which Helen will look into.

Helen informed the Board that next Monday she will start training as a Contact Tracer for the Maine CDC. As a Contract Tracer she will be contacting individuals that have been identified as having been exposed, first hand, to people with confirmed cases of COVID-19. This will be done via phone contact.

B. Abatements and Supplements as Recommended by Assessor's Agent

The Town Manager explained that there are two Abatements and one Supplement. Once again, one of the Abatements and the Supplement will

basically cancel each other out, because it was the wrong owner. The second Abatement is for a Homestead Exemption that was erroneously omitted.

Chris Parker made a motion to grant the Abatements and the Supplement as recommended by the Assessor's Agent. It was seconded by Edie Harnden. Motion carried with all in favor.

The Board proceeded to sign the documents for the approval of the Abatements and Supplement.

C. Set Policy Committee Meeting Date

A Policy Committee meeting date was set for Thursday, November 5, 2020 at 9:00 am.

D. Lions Club – Old Town Garage Discussion & Halloween Request

On behalf of the Sebago Lions Club, Tina Libby-Hook explained that they didn't realize that the town was paying to insure the contents that the Lions Club stores in the Old Town Garage building. She explained that there isn't much value in the items that are stored in the building and in order for the Lions Club to pay for an insurance policy to insure the contents they would have to hold a separate fund-raising event. Their By-Laws do not allow them to use funds that they currently raise for anything other than community support. For this reason, she requested having an amendment added to the lease agreement with the town that states that the town would not be held responsible for the contents, without requiring the Lions Club to provide coverage.

There was some discussion on the matter of performing maintenance on the building and the need for anyone doing the work having to have insurance coverage in order to do so. This would eliminate the problem of the town being held responsible for anyone being injured as a result of maintenance being done on the building. Tim Mayberry suggested having the town's attorney draw up an agreement stating that the town is not responsible for any injuries to volunteers performing minor maintenance to the building such as painting, et cetera. It was agreed that the current lease agreement will be reworked to address the matter of volunteers.

Tina presented the Lions Club's proposal for a contactless trick or treat stop on the grounds of the Sebago Elementary School on Halloween night. She proceeded to outline the process that will be used to assure social distancing is practiced by everyone that participates. It was noted that Tina has received approval from the school to use their grounds for this event. There was some discussion on this proposal with the Health Officer requiring that the wearing of face masks be mandatory for all in attendance.

Recreation Director Leslie Hayes informed the Board on how Halloween events are being handled in some of the other local towns. She is planning

on holding an outdoor Halloween Movie Night this Saturday, October 24th, at the school grounds. Participants must pre-register for this event. She explained the plans for assuring social distancing and proper sanitizing.

The Board agreed that both Halloween events are acceptable.

VII. REPORTS FROM TOWN OFFICIALS

A. Town Manager

- The letters to the residents regarding the encroachment on Town property (Douglas Mountain) went out on October 14, 2020.
- Received permission from one land owner to cut tree/branches that overhang town cemeteries and/or trust fund cemeteries. In addition, the fence in the Fannie Fitch cemetery has been repaired.
- Dates to remember:
 - a. October 28, 2020 – 6 pm – First CIP (Capital Investment Program) Committee meeting at the Town Office (every Wed.)
 - b. November 1, 2020 – Rabies Clinic at the Town Hall 10 am to noon. We will not be licensing dogs at the clinic this year. It is strictly for animals to get their rabies shot.
 - c. November 3, 2020 – 8 am to 8 pm Election Day – Voting at Town Hall. There will be no Selectmen's meeting that night. Taxes are also due on this day.
 - d. November 17, 2020 – Board of Selectmen Meeting

B. Selectmen

Phil Lowe stated that he believes the information in the recent letter from the Cumberland County Sheriff's Office should be discussed at a meeting so there are no surprises to anyone present if a problem occurs. This will be considered for an agenda item at the next meeting.

Phil Lowe stated to Tina Libby-Hook that when maintenance of the Old Town Garage building is discussed at the Policy Committee meeting the committee members will try to do their best for them because they appreciate everything the Lions Club does for the community. Tina thanked him.

Edie Harnden had nothing to report.

Chris Parker had nothing to report.

Tim Mayberry had nothing to report.

Ann Farley had nothing to report.

C. Department Heads

Town Manager Michele Bukoveckas reported that Public Works Director Scott Douglas broke his hand last week and is having surgery tomorrow to repair it. He will be returning to work with some limitations. This is not a work-related injury.

The Hawkes Road is scheduled to be paved on November 3rd. Public Works is working on Dolloff Road right now so that it can be paved at the same time. The rain delayed the paving schedule.

VIII. COMMENTS FROM THE PUBLIC

Claudia Lowe stated that she thinks that the Lions Club does great work as well, with everything they do for the community; and that Recreation Director Leslie Hayes is wonderful working with the kids.

VIII. ADJOURNMENT

Phil Lowe made a motion to adjourn at 6:48 pm. It was seconded by Chris Parker. 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