

**TOWN OF SEBAGO
BOARD OF SELECTMEN MEETING MINUTES
TUESDAY, SEPTEMBER 20, 2022
SELECTMEN MEETING 6:30 PM
TOWN OFFICE BUILDING**

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

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 and only during public comment. Comment time is limited to 2 minutes per speaker. Matters related to personnel or Boards will not be heard or discussed.

CALL TO ORDER

The meeting was called to order by Phil Lowe at 6:30 p.m.

I. ROLL CALL

Present: Selectmen: Barry Jordan, Phil Lowe and Mark Roy, Interim Town Manager Maureen Scanlon, Interim Town Clerk and Recorder Desirae Lyle

Absent: Charles Frechette

Guests present: Code Enforcement Officer Brandon Woolley, Philip Strike, Tina Vanasse, Claudia Lowe, Mike Bouffard, Bob & Marcy Laliberte, Shannon St. Peter

II. PLEDGE OF ALLEGIANCE

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

III. ADJUSTMENTS TO THE AGENDA

Phil Lowe asked to add the following items to New Business:

- a. Reestablishment and Appointment of the Policy Committee
- b. 80B Complaint

V. CONSENT AGENDA

A. Approval of the September 6, 2022 Selectmen's Meeting Minutes

Barry Jordan made a motion to approve the September 6, 2022 Selectmen's meeting minutes as presented. Mark Roy seconded the motion. Motion carried with all in favor.

B. Approval of the September 9, 2022 Special Selectmen's Meeting Minutes

Barry Jordan made a motion to approve the September 9, 2022 Special Selectmen's meeting minutes as presented. Mark Roy seconded the motion. Motion carried with all in favor.

C. Approval of the FY 23 Warrants Weeks 10 & 11

Mark Roy made a motion to approve the Fiscal Year 23 warrants for weeks 10 & 11. Barry Jordan seconded the motion. Motion carried with all in favor.

VI. OLD BUSINESS

Note: These minutes are not verbatim. A recording of the proceedings is available in the Clerk's office during regular office hours.

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There was none.

VII. NEW BUSINESS

a. Reestablishment and Appointment of the Policy Committee

Phil Lowe commented that the policy committee was Ann Farley and Michele Bukoveckas and himself. The purpose of the policy committee is to review old policies and pursue new policies and bring the findings to the Selectmen. He is willing to stay on the committee and asked if either Mark or Barry would like to join. Barry Jordan volunteered. Phil asked if Maureen Scanlon would be willing to take Michele's place on the committee as interim town manager.

Mark Roy made a motion that Barry Jordan and Maureen Scanlon join Phil Lowe on the policy committee. Phil Lowe seconded the motion. Motion carried with all in favor.

b. 80B Complaint

Phil Lowe noted that he and Barry Jordan spoke with town attorney John Wall earlier today about many items including info regarding Gorham Sand & Gravel, Inc. Right now, GS&G is not going to pursue the application on the Town level until the 80B complaint is resolved. Phil also noted that CEO Brandon Woolley should not be researching independent peer review. Brandon confirmed that until the Planning Board directs him to contact companies, he will not be contacting anyone. Barry suggested that maybe the interim town manager should send a letter to Brandon confirming that until the matter is back before the PB he is not required to pursue peer review. Brandon agreed that this may be helpful, and noted that until GS&G comes back to the Planning Board with an application, the Planning Board has no need to act.

VIII. REPORTS FROM TOWN OFFICIALS

A. Interim Town Manager

- An insurance claim has been initiated for an incident that occurred at Station 3. There was some structural damage to the corner of the building while backing one of the trucks in. There was minor damage to the light lens cover on the truck. The insurance company allowed us to take pictures of the damage and perform the minimum amount of necessary repairs in order to secure the building.
- The E/V Charger sign limiting usage has arrived and will be installed soon. The verbiage on the sign is "For use while conducting town business only." I was directed to hold off on having this location removed from the Plug Share App at this time to see how well the signage works first. If it becomes necessary, Public Works Director Jim Palmer believes he can install a lock setup on the charger which would require people to come in to get a key to access it for usage while conducting business at the Town Office. However, as I mentioned at the last meeting, this would potentially strand a driver who assumes it is operational and can't use it.
- The eye wash and first aid kit for the Transfer Station are expected to be delivered tomorrow. It will be available for staff by Thursday.

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- The Edited Bond Resolution documents for the Public Safety Building have been received by the town's bond counsel and are being processed.
- Foreclosed Property – Douglas Mountain Road

The Tax Acquired Property Committee is made up of the Town Manager, Town Clerk, Code Enforcement Officer and a Selectmen. Charles Frechette is on this committee and mentioned at the last Selectmen's meeting that he was willing to meet. Phil Lowe asked if interims, Maureen and Desirae would like to participate and meet with Brandon Woolley tonight. Since Charles was absent no action was taken at this time.

B. Selectmen

- Mark Roy would like the Board to pursue the remote meeting setup. He would like it as an agenda item to discuss the cost, training and implementation of remote meetings.

He would also like to discuss how to disseminate more detailed information quicker, clearer and more prominently to citizens.

- Barry Jordan noted that the Ordinance Review Committee (ORC) has submitted their final draft of the Quarry Ordinance to the Selectmen to move forward for a public hearing. The zoning change requests have been sent to the PB. The PB asked for input from the town attorney who should be sending them documentation soon. Barry offered that the ORC has started to review the list of 68 items for moratoria and out of the first 29, 5 need moratoria so that the town can better address them.

Tina Vanasse asked if the ORC would be attending the PB workshop next Tuesday. After some discussion the Board agreed that the PB should have an independent workshop to compile questions and concerns then hold a joint meeting with the ORC at a later date to discuss their findings. A public hearing about the zoning changes will be discussed and scheduled at the October 11, 2022 PB meeting.

- Phil Lowe agreed with Mark Roy that remote meetings need to be discussed and addressed either as a policy or an ordinance.

Phil would like to work on helping the PB to not be as restricted by the sixty (60) day rule to act on applications once they have been accepted as complete. He would also like to see a better application for site plan review. Desirae Lyle confirmed that there is a separate application for subdivision review versus site plan review. Brandon Woolley stated that the sixty (60) day rule is a state statute, the law would have to be changed. This will need to be reviewed and discussed again. Phil mentioned posting copies of the applications to the website. Desirae noted that posting the applications on the website, while it is public information, is not protecting the citizens of Sebago. The town does not post tax bills online for this exact reason. Phil Strike commented that some due diligence needs to fall on the members of the public and they should be making an effort to keep up to date on what is going on in town. He also suggested checking with surrounding towns to see what practices they use.

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Phil Lowe agreed with Mark Roy that there may be a better way to disseminate clear, concise detailed information more effectively. Mark praised the fire departments presence on Facebook. Tina Vanasse suggested an alert or banner on the website alerting the public of major projects. Shannon St. Peter commented that mobile access to the website is cumbersome. This will need to be reviewed and discussed again.

C. Department Heads

- Brandon Woolley had nothing to report.
- Fire Chief Phil Strike offered the following:

Fire Station 3 was struck with a fire truck and has some structural damage, the only damage to the truck was a cracked lens cover. Station 3 was built in 1956, there is no rebar only brick. Engine 3 is currently being housed at the Public Works garage.

The Planning Board held a site walk at the site of the proposed public safety building last Saturday, September 17, 2022, and will be holding a public hearing at their next meeting on October 11, 2022.

Phil noted that he is trying to keep the public updated via Facebook of the Fire and EMS Departments activity. His hope is that this will help keep rubberneckers away from scenes while protecting the privacy of the victims and the safety of the firefighters and EMT's.

Phil reported that the hydrant on Marathon Avenue was struck by a boat anchor, it will need to be replaced. The hydrant on Taralaine Drive will also need to be fixed, possibly replaced. He is working with Public Works for a temporary fix.

Phil will continue to update the Board on progress with the public safety building as well as other Fire, EMS and EMA related items. The Board thanked him for the updates and his presence at Selectmen meetings.

- Maureen Scanlon offered the following as her Town Clerk Report:

The 2022 Property Tax Bills were mailed out to taxpayers by the printing company on Tuesday, September 13th. Property owners are already coming in to pay their bills.

Sixty liens were filed this morning at the Cumberland County Registry of Deeds for outstanding balances on the 2021 Property Tax Bills. Outstanding balances on these liens will be foreclosed on in March of 2024.

As mentioned at the last meeting, Nomination Papers are due this Friday (September 23rd). As of today, one candidate has taken out papers for the Selectman's position for the Municipal Election on November 8th.

- Desirae Lyle offered the following as her Interim Town Clerk/Administrative Assistant Report:

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Transcriptionist for the GSG ZBA meeting minutes: Melanie Brulotte was hired to complete the minutes. She has been injured, but has found a colleague who is willing to take over for her in the interim. So far, she has begun working on 2 sets of minutes, she wasn't anticipating how difficult they would be.

The PB has received the application for the Public Safety Building. It is on the agenda for a public hearing for October 11, 2022 at 6:00pm. Abutter notices and advertisements will be sent out this week.

Medical Reimbursement Services has advised that there is a new State law that requires private insurance companies to increase their payment to contracted ambulance providers. I spoke to Deputy Rescue Chief Anita Chadbourne you agreed that if we could receive more money go for it. I have sent a letter to Anthem BlueCross requesting a that they reach out to us. This would be more revenue for EMS.

Cumberland County needs to be notified by December 1, 2022 whether or not Sebago will pay the 6-month transitional budget in a lump sum (approx. \$149,000 added to the approx. \$300,000 annual county tax) or over 2 to 5 years. Phil Lowe asked if either were interest free payments. Desirae will look into this and report back at the next meeting.

- Barry Jordan mentioned that he had contacted Public Works, who contacted Maine Department of Transportation about a culvert that goes under Dolloff Road that needs work.
- Desirae Lyle noted that she is working on Public Easement Road letters and should have them in the mail within the next two weeks.

IX. COMMENTS FROM THE PUBLIC

Michael Bouffard commented that Mrs. Tina Libby-Hook picked up the fire pits that he and Chief Strike purchased for the Lion's Club for the flag retirement ceremony on Veteran's Day.

X. ADJOURNMENT

Mark Roy made a motion to adjourn at 8:00 p.m. Barry Jordan seconded the motion. Motion carried with all in favor.

Respectfully Submitted,



**Desirae Lyle
Interim Town Clerk
Approved at the October 4, 2022 Meeting**