

MINUTES  
SEBAGO BOARD OF SELECTMEN'S MEETING  
6:00 PM  
TOWN OFFICE  
TUESDAY, JANUARY 4, 2022

ALL REGULAR BOARD OF SELECTMEN MEETINGS  
ARE HELD THE 1<sup>ST</sup> AND 3<sup>RD</sup> 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 only during public comment.***  
***Comment time is limited to 2 minutes per speaker.***  
***Matters related to personnel will not be heard or discussed.***

**NOTE:** Attendees of this meeting were notified (by signage at the entrance to the room) of the Health Officer's recommendation to wear face masks. Both face masks and hand sanitizer were made available for attendees.

**CALL TO ORDER**

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

**I. ROLL CALL**

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

Guests present: Philip Strike, Bev Vucson, Mark Roy, Phillip Hook, Claudia Lowe

**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 December 7, 2021 Selectmen's Meeting Minutes**

Phil Lowe made a motion to table the approval of the December 7, 2021 meeting minutes until the next regularly scheduled Board of Selectmen's meeting in February. It was seconded by Charles Frechette. Motion carried with all in favor.

## **B. Approval of the December 16, 2021 Selectmen's Meeting Minutes**

Ann Farley made a motion to table the approval of the December 16, 2021 meeting minutes until the next regularly scheduled Board of Selectmen's meeting in February. It was seconded by Phil Lowe. Motion carried with all in favor.

## **C. Approval of Warrants for FY 21-22: #24 thru #26**

Chris Parker made a motion to approve Warrants for FY 21-22: #24 thru #26 as submitted. It was seconded by Tim Mayberry. Motion carried with all in favor.

## **V. OLD BUSINESS**

There were no "Old Business" agenda items.

## **VI. NEW BUSINESS**

### **A. Set Date for Annual Town Meeting and School Budget Meeting**

The Town Manager explained that in order to allow a few extra days for absentee voting for the School Budget Validation election, she suggests holding the Annual Town Meeting and the School Budget Meeting on Tuesday, May 31<sup>st</sup>. It was noted that this is the Tuesday after the Memorial Day holiday.

Ann Farley made a motion to hold the annual Town Meeting and the School Budget Meeting on Tuesday, May 31<sup>st</sup> at 6:00 pm at the Town Hall Building. It was seconded by Chris Parker. Motion carried with all in favor.

### **B. Set Date for Election of Municipal Officials and School Budget Validation**

The Town Manager explained that in order to save money we have been piggybacking the Municipal and School Budget Validation elections with the June State elections. The State will be holding an election on June 14<sup>th</sup>; therefore, she suggests holding the town's annual Municipal election and the School Budget Validation election on that date.

Chris Parker made a motion to hold the town's Municipal and School Budget Validation elections on June 14<sup>th</sup> from 8:00 am to 8:00 pm at the Town Hall Building. It was seconded by Charles Frechette. Motion carried with all in favor.

### **C. Bulky Waste Day Discussion**

The Town Manager explained that traditionally the Bulky Waste Day alternates with the Hazardous Waste Day on a bi-annual basis. Last year the Hazardous Waste Day exceeded the budgeted amount by \$12,000.00. The last Bulky Waste Day went \$8,000.00 over the budgeted amount. She asked if the Selectmen would like to hold a Bulky Waste Day this year and what date

they would like it to be held. There was some discussion on whether or not to hold the Bulky Waste Day event this year due to the abuse of it the last time it was held.

Tim Mayberry made a motion not to hold the Bulky Waste Day event this year. It was seconded by Charles Frechette. Motion carried with all in favor.

#### **D. Town Report Dedication**

The Town Manager asked the Board of Selectmen to start thinking about the dedication for this year's annual Town Report. This will be discussed at a future meeting.

#### **E. Spirit of America Recipient**

The Town Manager asked the Board of Selectmen to start thinking about the recipient for the Spirit of America award this year, if they choose to do it again. This is an organization that recognizes an individual or group that does outstanding volunteerism for the betterment of the community. The recipient will be recognized at the annual Town Meeting. Later during the year the recipient will be invited to attend a banquet which is hosted by Cumberland County at which they will be honored for their efforts. There was some discussion on potential candidates for this year's award.

Ann Farley made a motion to award the Spirit of America award to the staff of the Warming Hut which includes the Food Pantry and the Clothes Closet. It was seconded by Phil Lowe. Motion carried with all in favor.

#### **F. Additional Appointments to Ordinance Review Committee**

There was some discussion on the potential candidates for additional appointments to the Ordinance Review Committee. There was also discussion on a possible Board of Appeals case that may involve a current member of this committee. This would mean that the committee member will be required to resign from the committee; therefore, another appointment will need to be made.

Ann Farley made a motion to table this item at this time. It was seconded by Phil Lowe. Motion carried with all in favor.

#### **G. Planning Board Appointment**

Ann Farley stated that Bev Vucson has submitted an application to be appointed to the Planning Board (for the position vacated by Jim Jansz).

The Board asked Bev why she would like to be appointed to the Planning Board and what experience she may have.

Bev responded that she has been a land owner in Sebago for twenty years. She and her spouse became permanent residents a little less than a year and

a half ago. She has spent the bulk of her career as a public servant. She stated that she can sum up her entire resume in one sentence. That is, to figure out what the rules are and help people navigate those rules. This sums up the many different things that she has done over the years in her career. She feels as though this is a valuable asset that she can bring to the Planning Board.

Phil Lowe made a motion to appoint Bev Vucson to the Sebago Planning Board. It was seconded by Tim Mayberry. Motion carried with all in favor.

## **VII. REPORTS FROM TOWN OFFICIALS**

### **A. Town Manager**

- RFPs for the Public Safety Building have gone out. I used the contractor list that Limerick used. I also placed it on the Town's website and on the MMA website. There were about 13 letters sent out. Limerick did not post it in the papers. I have received a few inquiries, and have done a few site walks.
- Committee application as well as the request for members is on the website.
- Tom's Trucking will reimburse us for our repairs to the new Roll-off truck.
- I am getting quotes to fix the window in the projector room at the Town Hall. I am also getting quotes for the handrails and sheetrock above the furnace.
- Scott is working on getting quotes for the dock at the Town Beach.
- I spoke with Revision. We have an older charging system and it will not support a "charging" device. We would have to upgrade which is about \$3,000 plus the cost of the device and annual service agreement. Since the cost of charging is about \$1.00 hour, it is not cost effective for us. Without a separate meter (\$200), it is difficult to know what the charger is costing us. We were listed on an app called "Plug Share", but I have requested to be removed from the list. It was recommended to place a sign stating limited to use while conducting town business.

As per the Board's request to the Town Manager, signage to limit usage of the electric charging station at the Town Office building will be posted.

- We have had some computer issues, and as a result, all email passwords have been changed. Please see me for your new password.
- Norman Blake has agreed to moderate for us again on the 25<sup>th</sup>. Do you wish to meet with him at the town office prior to the Town Meeting?

The Board agreed that it is not necessary to meet with Mr. Blake prior to the Special Town Meeting on January 25<sup>th</sup>.

- The backhoe maintenance bills came to \$9,800. We have taken it out of summer vehicle labor/maintenance. This leaves the account low. Do we want to take the funds from CIP? Or do you wish to use funds from the Contingency Fund (Article 17)? After the Household Hazardous Waste Day, Transfer Station Wages, and Back Hoe, we would still have close to \$14,000 left.

The Board decided not to take the funds out of CIP or the Contingency Fund in order to show the true costs incurred for the vehicle repairs.

- Budget Committee meetings will begin tomorrow night at 6pm.

## **B. Selectmen**

Phil Lowe asked for clarification on what the Town's Appeal consists of (regarding the proposed quarry). It was noted that this would be discussed during an Executive Session once the attorneys are prepared to move forward. Phil gave a brief overview of the Appeals process.

Charles Frechette asked if there is documentation available on the criteria that the Planning Board had that shows the various studies that had to be done by Gorham Sand and Gravel (for the proposed quarry). He was informed that this documentation is available in the Code Enforcement Officer's office and can be reviewed by any member of the public.

Chris Parker had nothing to report.

Tim Mayberry had nothing to report.

Ann Farley asked the Town Manager for copies of the Town's Appeal to be distributed to the Selectmen for their review.

Ann Farley asked if a copy of the recent Ordinance Review Committee resignation will be distributed to the Selectmen. The Town Manager stated that Chris Anderson's resignation was sent in the form of an e-mail message.

## **C. Department Heads**

Town Clerk Maureen Scanlon had nothing to report.

EMA Director Phil Strike updated the Board on the status of the town's Emergency Operations Plan (EOP).

## **VIII. COMMENTS FROM THE PUBLIC**

Phil Hook asked for guidance on how to obtain information from the Code Enforcement Officer regarding the documentation that has been compiled for the proposed quarry. He asked if a condensed version of the information will be put together to make it easier for him to review the information. The Code Enforcement Officer was asked to join the meeting and confirmed that the documentation file is very thick for the proposed quarry. He explained to Mr. Hook that the basis of an appeal would have to show that the Planning Board failed in their duty during the decision-making process. Brandon suggested that Mr. Hook look at the review criteria in the Land Use Ordinance in order to find some element that he feels that the Planning Board failed in. He also suggested that we can provide him with a copy of the Decision Letter and the Voting Matrix that may help him to identify how the Planning Board arrived at their decision. There was some discussion on the fees for obtaining public records.

Ann Farley made a motion to move into Executive Session pursuant to Title 1 § 405 (6) (A) to Discuss a Personnel Matter – Town Manager Performance Evaluation at 6:42 pm. It was seconded by Chris Parker. Motion carried with all in favor.

**IX. Executive Session, Pursuant to Title 1 § 405 (6) (A) to Discuss a Personnel Matter- Town Manager Performance Evaluation**

The Board returned to regular session at 7:06 pm. with no action taken during the Executive Session.

An Executive Session for the same reason will be added to the agenda for the next regularly scheduled Selectmen's meeting in February.

**X. ADJOURNMENT**

Phil Lowe made a motion to adjourn at 7:07 pm. It was seconded by Tim Mayberry. 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**