

MINUTES
SEBAGO BOARD OF SELECTMEN MEETING
6:00 PM
TOWN OFFICE
TUESDAY, FEBRUARY 15, 2022

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 only during public comment.
Comment time is limited to 2 minutes per speaker.
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, Charles Frechette, Phil Lowe and Chris Parker, Town Manager, Michele Bukoveckas, Town Clerk and Recorder, Maureen Scanlon

Absent: Selectman Tim Mayberry

Guests present: Tina Vanasse, Andrew Plummer, Leslie Hayes, Amanda Hawkes, Bob Laliberte, Marcy Laliberte, Philip Strike, Jim Anderson, Claudia Lowe, Barry Jordan, Jason Jendrasko, Grosvenor Newcomb, Deborah Howard, Julie Smith, Kevin Hale

II. PLEDGE OF ALLEGIANCE

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

III. ADJUSTMENTS TO THE AGENDA

Agenda Item Added:

Consent Agenda C – Approval of the January 25, 2022 Special Town Meeting Minutes.

IV. CONSENT AGENDA

A. Approval of the February 1, 2022 Selectmen's Meeting Minutes

Phil Lowe made a motion to approve the February 1, 2022 meeting minutes as presented. It was seconded by Chris Parker. Motion carried with three in favor and Charles Frechette abstaining from the vote.

B. Approval of the FY 22 Warrants Week #31 and #32

Phil Lowe made a motion to approve FY 22 Warrants Week #31 and #32 as submitted. It was seconded by Chris Parker. Motion carried with three in favor and Charles Frechette abstaining from the vote.

C. Approval of the January 25, 2022 Special Town Meeting Minutes

Ann Farley made a motion to approve the January 25, 2022 Special Town Meeting minutes as presented. 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. Award Public Safety Building Design/Build Bid

The Town Manager stated that four bids were submitted for the proposed Public Safety Building design/build at the last Selectmen's meeting. Due to the volume of information to be reviewed, the awarding of the bid was postponed until this meeting. The bids are as follows:

BenchMark (HaleyWard Engineering) –
\$1,608,114.00 plus \$157,838.00 for architectural and engineering fees.

BenchMark (Archifex Architects & Engineers) –
\$1,608,114.00 plus \$80,405.00 for architectural and engineering fees.

Doten's Construction – \$1,290,000.00

Great Falls Construction –
\$1,000,000.00 to \$1,200,000.00 plus \$100,000.00 for architectural and engineering fees.

Jim Anderson from Great Falls Construction and Jason Jendrasko from BenchMark answered questions from the Board.

Jim Anderson explained the design/build process being offered by his company for this project.

Jason Jendrasko stated that they would be using the same process that Jim Anderson reviewed. He suggested meeting with the design teams to get a better understanding of what they will bring to the table.

Both gentlemen were asked to describe the overall design package that will be provided. It was noted that the building will be a metal building and is considered a “turn key” product.

Phil Lowe made a motion to award the bid to Great Falls Construction. It was seconded by Chris Parker. Motion carried with three in favor and Charles Frechette abstaining from the vote.

The Selectmen will meet with Great Falls Construction to review the project specifications.

B. Bank Anticipation Note – Bond Discussion for Public Safety Building

The Town Manager explained that it is too late to apply for the bond for the Spring cycle with the Maine Bond Bank so we will be applying for the Fall cycle. The bond counsel that helped with the Solar Array project will be helping to apply for the bond for the Public Safety Building project. She will be working with the Town Manager on sending out an RFP to local banks to get the best possible rate for the town.

The Town Manager explained that the approval process by the town’s legislative body can be handled in two different ways. It can be approved at the Annual Town Meeting or by a referendum vote at the Municipal Election on June 14th. The Board decided to have it addressed at the Annual Town Meeting for the open discussion forum.

C. SYAA Discussion

The Town Manager explained that Amanda Hawkes, the current SYAA representative, is stepping down from her position. This is a baseball organization that has leagues and tournaments of their own. It was noted that they do their own fund raising with an appropriation from the town every year.

During a recent Budget Committee meeting it was mentioned that the town’s Recreation Director, Leslie Hayes, is interested in taking it under the town’s umbrella. It would not be part of the Recreation program. However, she would oversee it, as the Rec. Director, like other regional towns are doing. Barry Jordan approached the Town Manager about continuing to run it as it has always been done, outside of the Recreation department.

Both Leslie Hayes and Barry Jordan presented their ideas on how to handle this matter. Barry explained that they would like to stay a separate entity, which is not part of the town’s baseball program, while working closely with the Rec. Director. There was some discussion on the current financial status of the SYAA organization and their insurance needs.

The Board agreed that it would be acceptable to have the SYAA organization maintain their status as a separate entity while working with the town’s Rec. Director. The Town Manager will look into obtaining insurance for SYAA through the town. The Board thanked Amanda for her hard work for SYAA.

D. Approval of the Fuel Fund Policy

The Town Manager presented a proposed Fuel Fund policy for the Board's approval consideration. This policy addresses the need for heating fuel types other than oil. She explained that this policy gives direction to the town's General Assistance Administrator when providing assistance through the Fuel Fund.

Ann Farley suggested removing the last paragraph from Section III – Eligibility which reads as follows; "Members of the Board of Selectpersons, the Town Manager or other authorized Municipal Official." She feels as though it is not unreasonable to consider the fact that a future Selectman could find themselves in a position to need assistance. They should not be refused assistance just because they are a Selectman.

Ann Farley made a motion to approve the Fuel Fund policy with the elimination of the last paragraph in the Eligibility section. It was seconded by Chris Parker. Motion carried with all in favor.

VII. REPORTS FROM TOWN OFFICIALS

A. Town Manager

- You all received a copy of our attorney's response to Gorham Sand & Gravel's application to the DEP/NRPA.
- Met with MDOT and GPCOG to address crosswalks in the Nason's Beach area. The current crosswalks are not legal and a letter will be going out to the businesses in those areas on how best to address those concerns.
- Addressed several emails and phone calls on various issues.
- FOAA (Freedom of Access Act) – I sent out an email regarding FOAA training. FOAA is required for all municipal officials and board members. There is a basic FOAA training that is free and meets the requirement. I have provided a link to register for MMA access and the FOAA training in the email.
- We received a check from Tom's Trucks in the amount of \$6,941.91 for repairs we made to the roll-off truck.
- Meeting reminders:
 - Budget Committee/CIP/BoS meeting Wednesday, Feb. 16 at 6pm
 - ZBA meeting Thursday, Feb. 17, at 6pm.

B. Selectmen

Phil Lowe had nothing to report.

Charles Frechette had nothing to report.

Chris Parker had nothing to report.

Ann Farley had nothing to report.

C. Department Heads

Town Clerk Maureen Scanlon informed the Board that Foreclosure Notices were sent out on February 9th for twelve properties with a foreclosure date of Friday, March 18th. There is one potential foreclosure for a very small parcel that abuts town property. The property owner is not interested in retaining it. Maureen will update the Board on this matter as needed.

Town Clerk Maureen Scanlon informed the Board that Nomination Papers will be available in the Clerk's Office during regular hours on Friday, March 18th for the following positions.

2 positions – Selectmen, Assessor, and Overseer of the Poor – 3-year terms

2 positions – Budget Committee – 3-year terms

1 position – Sebago School Committee – 3-year term

1 position – Sebago School Committee – 2-year term

1 position – Sebago School Committee – 1-year term

1 position – Sebago Cemetery Trustee – 5-year term

1 position – Dr. Joseph Fitch Potter Trustee – 7-year term

Both the two year and one year Sebago School Committee positions are due to resignation vacancies. Two candidates were appointed by the committee to serve in these positions until the next Municipal election on Tuesday, June 14th.

The deadline for filing is Friday, April 29, 2022 at 5:00 pm.

Fire Chief Phil Strike updated the Board on the status of upcoming vehicle maintenance and a fire that occurred in town this past Saturday morning.

The Board agreed to hold a meeting to discuss the Public Safety Building with Great Falls Construction, the Town Manager, the Fire Chief and the Deputy Rescue Chief at the Town Office at 5:00 pm on Tues., Feb. 22nd.

VIII. COMMENTS FROM THE PUBLIC

Deb Howard stated that she is representing the Warming Hut which includes the Food Pantry and the Clothes Closet. She explained that the Warming Hut has received a funding grant for building renovations to create additional storage capacity and install a walk-in freezer. She asked for the Board's approval to accept these funds. The lease agreement requires Board approval for any enhancements made to the building.

Phil Lowe made a motion to allow the Warming Hut to accept the grant. It was seconded by Charles Frechette. Motion carried with all in favor.

Barry Jordan thanked Phil Strike for accepting the position of Fire Chief and suggested recognizing Ken Littlefield at the Town Meeting this year for all of his years of service in this position.

Barry Jordan updated the Board on the Ordinance Review Committee's progress. He explained that progress has been slow and it has been difficult for the committee to meet more than once a month. This means that they will not be ready for approval at the Town Meeting in May. He recommends planning on holding a Special Town Meeting in the Fall. He also recommends extending the Moratorium another six months to allow the committee to do a thorough job.

Grosvenor Newcomb expressed concern about some of the difficulties the Ordinance Review Committee has encountered.

Grosvenor Newcomb asked about the posting requirements for the Zoning Board of Appeals meetings. There was some discussion on the town's public notice postings procedure. It was noted that in the future the Zoning Board of Appeals meetings will be posted on the town's website.

Barry Jordan commented his concern that the cost may increase for the Public Safety Building before it has been completed. The Board will take this into consideration.

Tina Vanasse suggested that the Planning Board members be given a stipend. The hours that they are asked to commit to doing their job has increased significantly. She also asked if these should be elected positions, like other Boards. This will be addressed by the Board of Selectmen at a future date.

Andrew Plummer suggested that tact be used when discussing other Boards and their members in a public forum. The Board agreed that this should be a consideration.

IX. ADJOURNMENT

Phil Lowe made a motion to adjourn at 8:14 pm. It was seconded by Charles Frechette. Motion carried with all in favor.

Respectfully submitted,



Maureen F. Scanlon
Town Clerk