

**MINUTES**  
**SEBAGO BOARD OF SELECTMEN MEETING**  
**6:00 PM**  
**TOWN OFFICE**  
**TUESDAY, APRIL 5, 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 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, Barry Jordan, Sherrill Brown, Tanya Vanasse, James Palmer, Philip Strike, Claudia Lowe, Brandon Woolley, Andrew Plummer, Mark Roy

**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 March 1, 2022 Selectmen's Meeting Minutes**

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

**B. Approval of the March 10, 2022 Selectmen's Meeting Minutes**

Ann Farley made a motion to approve the March 10, 2022 meeting minutes as presented. It was seconded by Chris Parker. Motion carried with all in favor.

**C. Approval of the March 15, 2022 Selectmen's Meeting Minutes**

Chris Parker made a motion to approve the March 15, 2022 meeting minutes as presented. It was seconded by Charles Frechette. Motion carried with all in favor.

**D. Approval of the FY 22 Warrants Week #35 thru #39**

Phil Lowe made a motion to approve FY 22 Warrants Week #35 thru #39 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. Bank Anticipation Note RFP Opening and Award**

Town Manager Michele Bukoveckas explained that the town is applying for a Bank Anticipation Note while we are waiting for approval of the bond from the Maine Bond Bank which will be issued later this fall. This will prevent a delay in construction, in the event that the Public Safety Building project is approved at the annual Town Meeting. The principal amount of the bond is \$1,300,000.00. The bid results are as follows:

First National Bank of Damariscotta – Interest rate of 2.17% based on 360 days – resulting interest for full term = \$16,455.83.

Androscoggin Bank – Interest rate of 2.39% based on 360 days – resulting interest for full term = \$17,875.89.

Bangor Savings Bank – Interest rate of 2.15% based on 365 days – resulting interest for full term = \$16,080.82.

Ann Farley made a motion to accept the RFP bid from Bangor Savings Bank with an interest rate of 2.15% with an interest amount of \$16,080.82. It was seconded by Phil Lowe. Motion carried with all in favor.

**B. ARPA Discussion – Funds Allocation**

The Town Manager explained how the ARPA (American Rescue Plan Act) funds may be used. The amount of these funds allocated for Sebago is \$193,000.00. There was some discussion on several expenditure options for using these funds. The Board asked the Town Manager to contact a company called North Star Planning to come in after the annual Town Meeting to discuss what is involved in updating the town's Comprehensive Plan.

The Town Manager is looking into purchasing a PA (Public Address) system for use during meetings and expects to obtain one for approximately \$1,000.00.

Sebago Lake Chamber of Commerce has requested an amount of \$1,600.00 from these funds, in addition to the \$500.00 that has been allotted to them as a non-government service provider. They would like to use the funds for a regional marketing campaign in response to the negative impacts of COVID. The Board denied this request for additional funding.

The Town Manager stated that some of these funds can be used for the expansion of broadband in Sebago. A collaboration known as COLAB (Cumberland-Oxford-Lakes Area-Broadband) is working towards this goal, and is looking for an \$8,000.00 commitment from local towns in order to proceed further. The Town Manager recommended allocating up \$8,000.00 for this purpose.

Phil Lowe made a motion to allot up to \$8,000.00 from the ARPA funds for broadband expansion through COLAB. It was seconded by Charles Frechette. Motion carried with all in favor.

The Town Manager also suggested investing in heat pumps and security cameras for town properties.

### **C. ARPA Conflict of Interest Policy**

The Town Manager stated that the ARPA Conflict of Interest policy is recommended by the Maine Municipal Association. It assures that when the ARPA funds are being spent that there are no conflicts of interest.

Ann Farley made a motion to approve the ARPA Conflict of Interest policy as recommended by MMA. It was seconded by Chris Parker. Motion carried with all in favor.

The Board proceeded to sign the ARPA Conflict of Interest policy document.

### **D. Town Meeting Warrant Articles – First Draft**

The Town Manager reviewed the proposed Warrant articles for the annual Town Meeting.

Sherrill Brown reported to the Board on the matter of the cost to obtain heat pumps for the Historical Society building. Price quotes were obtained from HVAC Man, Dave's World and Evergreen Energy. She explained the differences in the proposed quotes. The Historical Society would like to proceed with purchasing the heat pumps from Evergreen Energy and asked for a budget adjustment of a \$5,000.00 increase to do so.

Phil Lowe made a motion to increase the budget for the Historical Society by \$5,000.00 for the purpose of purchasing heat pumps for the building. It was seconded by Ann Farley. Motion carried with all in favor.

Due to the increase in fuel costs, the Town Manager recommended increasing the budget line items for heating by \$4,300.00 and electricity by \$2,000.00.

Phil Lowe made a motion to increase the line items for heating by \$4,300.00 and electricity by \$2,000.00 as recommended by the Town Manager. It was seconded by Charles Frechette. Motion carried with all in favor.

The Town Manager continued to review the proposed Warrant articles that will be finalized and approved by the Board at their next meeting.

#### **E. Abatement Approvals as Recommended by Assessor's Agent**

The Town Manager reviewed two property tax abatements that are recommended by the town's Assessor's Agent for approval by the Board.

One abatement is for an amount of \$519.28 and the other is for \$6.90.

Ann Farley made motion to grant both property tax abatements as recommended by the Assessor's Agent. It was seconded by Chris Parker. Motion carried with all in favor.

The Board proceeded to sign the abatement approval documentation.

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

#### **A. Town Manager**

Town Manager Michele Bukoveckas reported that there was a recent incident at the Transfer Station with a confrontation occurring between a customer and the attendant regarding items that were being left in the "free for the taking" area. The attendant determined that the item was not in a condition that would make it desirable for someone to take, therefore a disposal fee was requested. The individual did not agree with the attendant's determination and become confrontational with the attendant.

There was discussion amongst the Board regarding this matter.

Charles Frechette made a motion to no longer allow the "free" area at the Transfer Station. It was seconded by Phil Lowe. Motion carried with all in favor.

The Town Manager updated the Board on the status of Public Works staffing. The open Director's position will be posted. However, if the position is filled by a current staff member, this would still mean that there is an open position in the department, this position will also be advertised.

Rick Day from Sebago Technics approached the Town Manager about signing an agreement with them that would allow them first option on any project in which the town would require their type of services. The benefit to the town would be a 10-15% discount on the cost of their services. This would be primarily for smaller projects, but would not prevent the town from going out to bid on any projects. Several local towns have already signed an agreement with them. The Board requested to have Sebago Technics come in after the annual Town Meeting to explain their proposed agreement.

The EV Charger at the Town Office is apparently not working. According to Revision Energy it is out of warranty. A repair order has been generated to fix it.

The Town Manager also reported on the following items (some subjects were discussed throughout the course of this meeting):

- Budget  
Increased electricity budget by \$2,000 (total)  
Increased heating oil by \$4,300 (total)
- ARPA discussion
- Sebago Lakes Region would like \$1,600 from ARPA in addition to the \$500 they are receiving for non-government providers. The funds are to be used for a Regional Marketing Campaign in response to the negative impacts of COVID. The marketing would cover 2 years.
- I've reached out to Cumberland County Council of Governments for a quote to help revise the Comprehensive Plan. They stated that it depended on whether we wanted to re-do the whole thing, or just portions of it, and whether or not there would be a committee to assist in the process. In speaking with other Town Managers, prices have ranged from \$10,000 to \$150,000. I would suggest setting aside \$50,000 to start, and if more is needed, we can set aside funds next year when the second tranche arrives.
- Still waiting for a quote on heating pumps.
- PA system, so far it looks about \$500-\$700.
- Cameras for Town Buildings-\$10,000
- COLAB-Cumberland, Oxford, Lakes Area Collaboration is quickly advancing on the broadband front. They are working on an RFP for ISOs and are looking for an \$8,000 commitment from all towns that are interested in participating. I would recommend using ARPA funds. In the near future, they will be sending a letter confirming the commitment and asking for 2 volunteers (2 from the board) for the steering committee.

The Town Manager also informed the Board of upcoming meetings.

**B. Selectmen**

Phil Lowe had nothing to report.

Charles Frechette reported that Davey Crawford spoke to him about cleaning out the roll-off container area. Jim Palmer from Public Works responded that his department will be washing it out in a couple of weeks.

Charles Frechette asked if more seating can be made available for the ongoing Zoning Board of Appeals meetings. Town Clerk Maureen Scanlon responded that the Zoning Board of Appeals secretary, Desirae Lyle, has made arrangements for the Public Works crew to bring more chairs up to the Town Office building for this purpose. There was some discussion on the problem of not having a PA system which would allow these meetings to be held at the Town Hall building. Mark Roy offered to help the Town Manager purchase an adequate and reasonably priced system for the town.

Chris Parker reported that there are several trees that need to be taken down on the hiking trails. Phil Strike responded that he and Alan Greene have scheduled a work detail this Sunday to start clearing at the second entrance in an effort to clear the jeep trail up to the top of the mountain. They will look into the matter of identifying trees that need to be removed for safety issues.

Ann Farley stated that Desirae Lyle has completed the next edition of the Simply Sebago newsletter. The Board gave their approval for distribution of the newsletter.

**C. Department Heads**

Town Clerk Maureen Scanlon distributed to the Board an informational breakdown of the open municipal positions that will be on the June 14, 2022 ballot. This breakdown includes the names of the prior holders of these positions. An updated log of the Nomination Papers that have been taken out was also distributed.

Town Clerk Maureen Scanlon reported that she has foreclosed on one property for nonpayment of taxes. This is a very tiny lot that abuts the upper lot of the Dyke Mountain hiking trails. Because of the size of the lot, she and the Town Manager both recommend that either the town retain this property or offer it to the abutters of this property. The amount of outstanding taxes is \$381.62. The Assessors have changed the name of the ownership to the town, but Board approval is needed to write off the principal and interest on this account.

Ann Farley made a motion to forgive the amount of \$381.62 for the property located on Sebago Map 006, Lot 046 (Principal = \$245.45 –

Interest = \$ 26.89 – Cost = \$109.28). It was seconded by Chris Parker. Motion carried with all in favor.

Public Works staff member Jim Palmer reported that they are starting the road sweeping, ditching on Decker Mountain Road and repairing potholes.

Fire Chief Phil Strike reported that maintenance is being performed on the dry hydrants throughout town. He also reported on a recent incident at Station 2 that caused minor damages to the overhead door and the deck gun on one of the trucks while it was being backed into the building. Repair costs are between \$4,500 to \$4,700 which will cause an overage in a couple of budget line items for the Fire Department.

Phil Strike stated that the building located on the corner of Taylor Road (and Bridgton Road) is a safety issue due to the roof caving in. The Board requested that the property owner be contacted by the Code Enforcement Officer to have them either tear it down or give the town permission to do it.

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

Tina Vanasse read aloud a statement regarding her concerns about statements that were made by a sitting Selectman and his wife that were perceived as derogatory to herself and another member of the Planning Board.

Andrew Plummer read aloud a statement regarding his prior actions to try to appease what he perceived as growing hostilities involving some members of the Planning Board, Zoning Board of Appeals, Selectboard and Ordinance Review Committee in regards to the question of possible conflicts of interest. He feels as though his efforts were in vain and suggested that mutual respect should be given to all members in the future.

Barry Jordan reported back to the Board on the Baseball program. He stated that at their last meeting they voted to merge with the town's Recreation program. Leslie Hayes was voted in as the Vice Chair of the association. Things seem to be going very well.

Barry Jordan reported that the Ordinance Review Committee has made some progress in addressing some of the concerns property owners have expressed about not being able to do work on their own property due to some of the restrictions that have been proposed. He also mentioned that the committee's proposed ordinance drafts have been reviewed by the town's attorney for legal consideration. He briefly reviewed some of the items that they have been addressing. They have also identified several other types of projects that may be potential problems for the town down the road and suggested that the Selectmen develop a list of items that may require moratoriums in order to address them in the future.

## **IX. ADJOURNMENT**

Phil Lowe made a motion to adjourn at 7:25 pm. It was seconded by Chris Parker.  
Motion carried with all in favor.

**Respectfully submitted,**

A handwritten signature in cursive script, reading "Maureen F. Scanlon". The signature is written in dark ink and is positioned above the printed name.

**Maureen F. Scanlon**  
**Town Clerk**