

MINUTES
SEBAGO BOARD OF SELECTMEN MEETING
6:00 PM
TOWN OFFICE
TUESDAY, JUNE 7, 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.

PUBLIC HEARINGS

**PUBLIC HEARING #1 – AUTUMN LANE, LLC d/b/a Autumn Lane Estate
for a MALT, SPIRITUOUS AND VINOUS LICENSE**

Dan Bowe explained that Autumn Lane Estate is a wedding venue that has been in operation since 2018. Currently they have third party vendors providing the services of serving alcohol for the functions that are held at this location. He and his wife Mackenzie feel as though their establishment can do a better job at providing this service while also allowing them to have more control over the events. It was noted that there have been no complaints regarding functions that have been held at this property. Mr. & Mrs. Bowe answered questions from the Board. There were no questions from the public.

**PUBLIC HEARING #2 – AUTUMN LANE, LLC d/b/a Autumn Lane Estate
for a SPECIAL AMUSEMENT PERMIT**

Dan Bowe explained their plans for providing entertainment for functions being held at the Autumn Lane Estate wedding venue. He answered questions from the Board. There were no questions from the public.

The Public Hearings were closed at 6:07 pm.

CALL TO ORDER

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

I. ROLL CALL

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

Absent: Selectmen; Charles Frechette and Tim Mayberry

Guests present: Carla Parker, Marc Assante, Catherine McIntire, Philip Strike, Daniel Bowe, Mackenzie Bowe, Mark Roy, Shannon St. Peter

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 May 3, 2022 Selectmen's Meeting Minutes

Chris Parker made a motion to approve the May 3, 2022 meeting minutes as presented. It was seconded by Phil Lowe. Motion carried with all in favor.

B. Approval of the May 17, 2022 Public Hearing Meeting Minutes

Ann Farley made a motion to approve the May 17, 2022 public hearing minutes as presented. It was seconded by Phil Lowe. Motion carried with all in favor.

C. Approval of the FY 22 Warrants Week #44 thru #47

Chris Parker made a motion to approve the FY 22 Warrants for week #44 thru #47 as submitted. It was seconded by Phil Lowe. Motion carried with all in favor.

V. OLD BUSINESS

A. There were no "Old Business" agenda items.

VI. NEW BUSINESS

A. Approval of a Malt, Spirituous and Vinous License for Autumn Lane Estate (Autumn Lane, LLC)

Phil Lowe made a motion to approve the Malt, Spirituous and Vinous License for Autumn Lane, LLC d/b/a Autumn Lane Estate as submitted. It was seconded by Chris Parker. Motion carried with all in favor.

The Board proceeded to sign / approve the license documentation.

B. Approval of Special Amusement Permit for Autumn Lane Estate (Autumn Lane, LLC)

Phil Lowe made a motion to approve the Special Amusement Permit for Autumn Lane, LLC d/b/a Autumn Lane Estate as submitted. It was seconded by Chris Parker. Motion carried with all in favor.

C. Roll-Off Truck Bid Opening

Town Manager Michele Bukoveckas proceeded to open the only bid received for the Roll-off Truck. It was submitted by Warren Smith in the amount of \$4,222.00.

Chris Parker made a motion to accept the bid from Warren Smith in the amount of \$4,222.00 for the Roll-off Truck. It was seconded by Phil Lowe. Motion carried with all in favor.

D. Town Meeting Actions – Carry Overs

The Town Manager explained the need to “carry-over” funds, which was approved at Town Meeting, from this year’s budget to next year’s budget, in order to complete necessary repairs at the small cemeteries located throughout town.

Phil Lowe made a motion to approve \$9,000.00 to be carried over from this year’s budget to next year’s budget in order to completed the necessary repairs at the small cemeteries as discussed. It was seconded by Chris Parker. Motion carried with all in favor.

E. Public Safety Building – Next Steps

Town Manager Michele Bukoveckas and Fire Chief Phil Strike reviewed the next steps in moving forward with the Public Safety Building project that was approved at Town Meeting. There was discussion on holding future informational meetings for the public in order to keep them informed about this project.

F. Approval of Bond Anticipation Note

The Town Manager reviewed the next steps in acquiring funds from the Bond Anticipation Note (BAN) and subsequently from the Bond, in order to start moving forward on the Public Safety Building project.

Ann Farley made a motion to sign the Bond Anticipation Note (BAN) and the Resolution for the Public Safety Building project. It was seconded by Phil Lowe. Motion carried with all in favor.

The Board proceeded to sign the BAN and Resolution documentation.

REPORTS FROM TOWN OFFICIALS

A. Town Manager

- Funds from the sale of the generators has been transferred back into the generator CIP (Capital Investment Program) account.

- Cumberland County Tax is changing from a calendar year to a fiscal year. The tax for the six-month transition (January to June 2023) will be added to the regular assessment starting July 1, 2023. Communities can choose to make the six-month payment in full or spread it out over two to five years. Your choice?

The Board will consider these payment options.

- A dock for the Town Beach is being built. I have asked for a longer gang plank, and have authorized an amount not to exceed \$3,500 without authorization (this is in case they cannot use the old hardware as previously stated). They've stated that once built, we will be without a dock for a few hours. As of today, Scott stated it would be 1-2 weeks more before it is ready for installation.
- The tree at the Laura Fitch Cemetery has been removed and paid for by the trust fund. The amount was \$150.
- The mowing contractor had to clean up excessive sand by the Hancock Pond Road Cemetery. This will be an additional \$200.
- Every year Sebago participates in the GPCOG Salt Bid and the MDOT Salt bid. The results are in, GPCOG is \$68.27/ton and MDOT is \$77.15, therefore we will be purchasing through GPCOG.
- I have been contacted by an individual that is interested in purchasing the recently tax acquired property up on Douglas Mountain. Do you wish to place this on the next agenda for discussion?

The Board agreed that a Tax Acquired Property meeting shall be held to address this matter.

B. Selectmen

Phil Lowe suggested doing more outreach to the community in the form of posting all building permits and Site Plan Review information packets on the town's website on a monthly basis (under Planning Board & Code Enforcement) in order to avoid any perceived "blind-siding" in the future. It was noted that this would be a time issue for the limited staffing available in the Clerk's office.

Phil Lowe mentioned that legal fees are high and this should also be accounted for on a monthly basis. It was suggested that this matter could be discussed at Selectmen's meetings as a "Budget Discussion" agenda item.

Phil Lowe asked Public Works Director Jim Palmer about the possibility of posting a rough schedule of upcoming public works tasks on the town's website.

Phil Lowe asked about the renewing of the moratorium. The Town Manager stated that this must be done at a public meeting before July 25th. It will be added to the agenda for the first meeting in July. The Board directed the Town Manager to confer with the town's attorney regarding this matter.

Phil Lowe expressed concern about "the rocks" being placed back on Naomi Street. The Board will discuss this at their next meeting.

Chris Parker had nothing to report.

Ann Farley stated that a Policy Committee meeting date needs to be set. This will be scheduled amongst the committee members.

C. Department Heads

Town Clerk Maureen Scanlon reported that the State Primary, Municipal and School Budget Validation Referendum Elections will be held at the Town Hall building next Tuesday (June 14th) from 8:00 am to 8:00 pm.

Public Works Director Jim Palmer reported that the work at Douglas Mountain is approximately 90% complete. The paving will start soon.

Fire Chief Phil Strike reported that they are excited to start on the Public Safety Building project. He also informed the Board that the department's ladders and hoses were recently tested with a minimal amount of failure.

VIII. COMMENTS FROM THE PUBLIC

There were no comments from the public.

IX. ADJOURNMENT

Ann Farley made a motion to adjourn at 6:37 pm. It was seconded by Chris Parker. Motion carried with all in favor.

Respectfully submitted,



Maureen F. Scanlon
Town Clerk