

**TOWN OF SEBAGO  
BOARD OF SELECTMEN MEETING MINUTES  
TUESDAY, January 3, 2023  
6:30 PM**

**TOWN OFFICE BUILDING**

**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 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**

Chairman Phil Lowe called the meeting to order at 6:34 p.m.

**I. ROLL CALL**

Present: Selectmen: Scott Douglas, Charles Frechette, Barry Jordan, Phil Lowe and Mark Roy, Town Manager Maureen Scanlon, Town Clerk, Letitia Genest, Deputy Town Clerk and Recorder Desirae Lyle

Guests present: CEO Brandon Woolley, Phil Strike, Anita Chadbourne, James Palmer, Tina Vanasse, Douglas Newton, Kelly Hale, Claudia Lowe, Tina Libby-Hook, Richard Hook, Bob & Marcy Laliberte

Phil Lowe introduced new Town Clerk Letitia Genest.

**II. PLEDGE OF ALLEGIANCE**

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

**III. ADJUSTMENTS TO THE AGENDA**

There were none.

**IV. CONSENT AGENDA**

**A. Approval of the December 20, 2022 Selectmen's Meeting Minutes**

Mark Roy made a motion to approve of December 20, 2022 Selectmen's meeting minutes as presented. Barry Jordan seconded the motion. Motion carried with all in favor.

**B. Approval of the December 27, 2022 Special Selectmen's Meeting Minutes**

Charles Frechette made a motion to approve the December 27, 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 25 & 26**

Scott Douglas made a motion to approve Fiscal Year 23 warrants, weeks 25 and 26. Charles Frechette seconded the motion. Motion carried with all in favor.

**IV. Reports from Town Officials – Public Works**

Jim Palmer reported the following:

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- He has spread 450 yards of gravel on the dirt roads to repair the storm damage. He is renting a JCB rubber-tired excavator that will allow him more mobility without having to trailer it around town. This is something he would like to work into the budget whether the town decides to buy one or lease it, it would be a great asset to help all around town, especially dirt roads.
- They worked on Kimball Corner Road today, and are clearing culverts around town. The new hires are working great.
- Phil Lowe asked if the State qualified this storm as a FEMA event. Jim is working with Chief Strike on FEMA reimbursements for damages from the last storm.

**V. OLD BUSINESS**

**A. Interim Town Clerk Bonus Approval**

Maureen Scanlon explained that this bonus covers December 10, 2022 to December 30, 2022, and totals \$310.38.

Phil Lowe made a motion to approve and pay Desirae Lyle the interim town clerk bonus of \$310.38. Scott Douglas seconded the motion. Motion carried with all in favor.

**B. Fire Station 3 Repairs Update**

Phil Strike noted that he has spoken to Karen James at Great Falls Construction, Inc. and the tentative start date is in two weeks. Brandon Woolley will need to issue a building permit for the repairs, fees will be waived for the permit since it is a Town building.

**C. Status of Unresolved Items**

**A. Public Hearing Unaddressed Items (as submitted by Tina Vanasse)**

Phil Lowe addressed more of the issues raised in Tina's letter.

The ORC (Ordinance Review Committee) was born from the need for the people to have a better voice and make the ordinances more in line with the Comprehensive Plan. It is inferred in the letter that the ORC was created to combat the quarry, Phil noted that the operation of the ORC has nothing to do with Gorham Sand and Gravel or their application, yes it was born from that energy, but its purpose is not to combat the quarry. Regarding the statement that the ORC has no expertise or experience in the application of the ordinances, the ORC is made up of remarkable volunteers that are doing extraordinary work. Phil commented that he is concerned that the author of this letter doesn't know what the definition of civic duty is. Phil also noted that the ORC has a public comment section at the beginning and at the end of each meeting to promote public participation. Phil asked that the discrediting of other boards and committee stop. Phil addressed the comment that an individual on the ORC contacted their private attorney for advice and brought that opinion back to the ORC which the author believed to be the wrong practice. Phil feels that individual should be commended for taking on that expense and saving the Town some expense.

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**VI. NEW BUSINESS**

**A. Fire Truck Replacement Pricing Discussion**

Phil Strike reported that a new fire truck is between \$650,000 and \$700,000. There is approximately \$542,000 in the CIP (Capital Investment Program) account. Phil would like the Board's blessing to sign a contract to lock in a price for a new fire truck before prices increase again. No funds would be needed at this time. Engine 4 is twenty-two years old and will be twenty-five years old before a new truck can be purchased. If Phil can secure a set price now, he will have a better idea about what to recommend to budget for CIP, so that in 2025 when the truck is due to be replaced the funds will be available. There has been a 17% increase in the last year with another increase expected in February 2023. Engine 4 which is being replaced, can be traded or sold. Charles Frechette asked how much Phil thinks Engine 4 could be worth, the last truck was sold for \$2,000. It is the first truck out the door and the valves on the pumps have been replace each year for the last six years. Phil Strike noted that to refurbish the truck could be over \$400,000. Barry Jordan asked if the Board needs to hold a public hearing to release those funds. Phil Strike will have time to suggest how much funding this will need and will be able to suggest funding other vehicles less this year.

Phil Lowe made a motion to authorize Phil Strike to negotiate and secure the Engine 4 pricing. Scott Douglas seconded the motion. Motion carried with all in favor.

**B. Possibility of Increasing EMS Reimbursement Rates Discussion – EMS Deputy Chief Anita Chadbourne**

Deputy Chief Anita Chadbourne reported that there has been no increase in the reimbursement rates since 2015.

She is proposing that the reimbursement rate for loaded mileage increase from \$12/mile to \$20/mile, EMT rate increase from \$500 to \$700, Paramedic rate increase from \$700 to \$1,000, and the ALS2 rate increase from \$1,000 to \$1,400. There is an 87% rate of return on bills, with 65% of calls are billed to Maine Care or Medicare. Maine Care and Medicare pay a flat rate and won't cover any increase. Barry asked how the citizen is billed. Anita explained that there are three things that happen: the citizen pays the bill, the citizen sets up a payment plan, or the citizen can contact Medical Reimbursement Services, tell them they can't pay the bill due to financial hardship and the bill will be written off. Barry is concerned about accumulating too much money in the reserve account to offset EMS wages. Anita clarified that the account has not been used in a couple years so the number in the account does not reflect the true annual reimbursement amount. Anita mentioned that not all calls are residents of Sebago, many of them are from other towns, and you can't charge them different fees. Barry asked if the rates are increased, will Medical Reimbursement Services charge the town a higher percent. Anita will look into this. Phil Strike commented that in 2021 there were 406 calls, in 2022 there were 455. The A5 goes out on 95% of the fire calls.

Anita mentioned that Naples has increased to \$16/mile, their basic EMT is \$600, Paramedic is \$900 and ALS2 is \$1,200. Windham has increased their mileage reimbursement to \$18/mile. Anita clarified that she does not intend to raise rates every year, but would like to bring Sebago

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more in line with what other towns are charging and increase revenue in the town to offset wages. Mark Roy suggested a yearly check in with other towns even if she doesn't increase the rate. This discussion will be added to the February 7, 2023 Selectmen's meeting agenda.

**C. Annual Town Report Dedication & Spirit of America Award Nominations Discussion**

Maureen Scanlon has prepared a list of nominees for the town report dedication and Spirit of America Award, she would like the selectmen to submit written suggestions so that the recipients can be truly surprised when the town report is published.

**VII. REPORTS FROM TOWN OFFICIALS**

**A. Town Manager**

Maureen Scanlon reported:

- I'd like you all to join me in welcoming our new Town Clerk, Letitia Genest, who officially started on the job today. Letitia brings many years of Town Clerk experience with her and will be a true asset to our already awesome team. We are looking forward to working together for many years to come.
- I've been reaching out to several Department Heads regarding the matter of fine-tuning the process of opening and closing the Emergency Shelter at the Town Hall building when deemed necessary. Currently, Phil Strike who is our EMA Director, and also happens to be our Fire Chief and a part-time plow truck driver, has been taking care of this task pretty much on his own. Although we all greatly appreciate his efforts, we recognize the fact that this cannot continue, we need to support him in his efforts in providing this vital service to the community. Therefore, I will tentatively be meeting with Phil Strike, Deputy Fire Chief Alan Greene, Deputy EMS Chief Anita Chadbourne, Health Officer Helen Twombly and Public Works Director Jim Palmer this Friday afternoon to start identifying improvements that need to be made. This is something that we all agree must be done as quickly as possible. This will continue to be an ongoing fine-tuning process as needed.
- The generator at Fire Station 3 failed during the Christmas holiday storm power outage. Efforts were made to assure that no damage occurred to the fire equipment stored in this building. It was determined that the failure was due to a faulty control panel. The estimated repair for the replacement part and installation is \$850.00. McIver Electric is planning to complete the repair as quickly as possible.
- This week Public Works Director Jim Palmer has rented a 2021 JCB Hydradig Excavator to address the extensive damages throughout town due to the Christmas holiday storm. Although the cost is \$3,520.00 to rent this piece of equipment, the amount of work that the crew has already been able to complete is priceless for the life safety of the community. There is still a lot of work to be done, but it is being done in a more efficient cost and timely manner. I would like to see the town consider options for either possibly purchasing or leasing a machine like this in the future. We've had to perform multiple repairs on our existing equipment which is not only time consuming when other work needs to be done, but it is also not the most cost-effective use of taxpayer funds.

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- Tomorrow I will be working on setting up the Budget Committee and CIP meetings schedule.

Letitia Genest commented that she is happy to be here, is a people person and is looking forward to learning more about Sebago and the people.

**B. Selectmen**

Scott Douglas had nothing to report.

Mark Roy thanked the first responders for all their work.

Charles Frechette asked if the Town Hall gym floor could be looked at. Maureen will look to see when the floor was last treated and how much it would cost to have it done again. Charles asked if ARPA funds can be used, Maureen will look into this.

Barry Jordan made a motion to not hold the second Selectmen's meeting in January. Phil Lowe seconded the motion. Barry also commented that Maureen Scanlon has been on top of everything that the Selectmen have asked her to look into. Motion carried with all in favor.

Phil Lowe also commented that Maureen was the best qualified for the Town Manager position.

Charles Frechette asked about the possibility of a reimbursement from FEMA for the storm damage. Phil Strike will be reporting on this during his EMA report.

**C. Department Heads - CEO, Fire, EMA, EMS, Town Clerk, Rec, ACO, Health**

EMA Director Phil Strike commented that:

- He is working on documenting the damage from the storm, he has logged 64 hours himself and has approximately \$24,000 of damage reported so far. The State needs \$2,000,000 of damages before they will declare it a FEMA event, and of the \$2,000,000 Cumberland County needs to account for \$1,200,000 of it. He will be revising the number based on what Jim Palmer reports for Public Works. He knows that Baldwin has reported \$44,000 so far.
- The Town Hall wasn't opened until the day after the storm to discourage residents from traveling the roads during the storm. The first storm there were three or four people that came in for showers and over a dozen after the second storm, some of them were the line crews. One shower is out of order due to drainage issues.

CEO Brandon Woolley commented that:

- He has seen a lot of damage around town including: broken windows and doors, power lines ripped off of house, trees falling on houses and garages, washed out beaches, swollen streams.
- There are many possible subdivision plans coming to the Planning Board, one is before the Planning Board at next week's meeting for five lots on Peabody Pond. All current lots are built or being built.

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- There are also some home occupations that may be coming to the Planning Board for approval. Brandon asked a couple applicants to wait to submit their applications because the Planning Board has a lot of work to do at the January 10, 2023 meeting.

Fire Chief Strike:

- The call volume for 2022 was up 50 calls from 2021 for a total of 455 calls.
- Fire Station 3 circuit breaker was fried during the power outage; McIver has serviced it. There may be a need to budget to replace the generator.
- Phil Lowe asked about the status of the additional expansion needed for the new Public Safety Building to address the drift load. Phil Strike noted that it is on the next Planning Board agenda for review.
- He thanked Desirae Lyle for posting the reminder about properly identifying property numbers on the town's website.

Deputy Chief Anita Chadbourne reported:

- Work has been done to the ambulance's front end and the tires have been replaced so that it will pass inspection. It is a 2015, and Anita will be looking into pricing for a new ambulance and is considering the same thing as Chief Strike, securing pricing before there is another increase.
- She has a few scheduling gaps for the next month, but she is working with the employees to make sure there is coverage.

Deputy Town Clerk Desirae Lyle commented that:

- Another friendly reminder that dog licenses are due before January 31, 2023. Late fees go into effect February 1, 2023.

Recreation Director Leslie Hayes was not present.

Animal Control Officer Rick Guilbault was not present.

Health Officer Helen Twombly was not present.

**D. Committees – Broadband, Ordinance Review, CIP, Budget, Policy**

There were no updates from the Broadband or Policy Committee.

Barry Jordan commented that the Ordinance Review Committee has a meeting scheduled for January 5, 2023 at 7:00 p.m.

Maureen Scanlon noted that she will be working on scheduling CIP and Budget committee meetings next week.

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**VIII. COMMENTS FROM THE PUBLIC**

Tina Vanasse thanked the Board for continuing to address the concerns she raised in her letter. She reminder Phil Lowe that he sought her out to become involved with the Planning Board due to her leadership skills. She commented that this matter has become confrontational which is not what she had intended. She explained that the items in her letter address the uncomfortable things that others are afraid or cautious to say in public. Phil Lowe asked that going forward she (and the Planning Board) search for ways to interpret the ordinances on behalf of the people.

**IX. ADJOURNMENT**

Barry Jordan made a motion to adjourn at 8:15 p.m. Scott Douglas seconded the motion. Motion carried with all in favor.

**Respectfully Submitted,**



**Desirae Lyle**

**Deputy Town Clerk**

**Approved at the February 7, 2023 Meeting**