

MINUTES
SEBAGO BOARD OF SELECTMEN'S MEETING
6:00 PM
TOWN OFFICE
TUESDAY, SEPTEMBER 21, 2021

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.

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, Phil Lowe and Chris Parker, Town Manager, Michele Bukoveckas, Town Clerk and Recorder, Maureen Scanlon

Absent: Selectmen; Charles Frechette, Tim Mayberry

Guests present: Scott Douglas, Phil Strike, Carl Dolloff, Carolyn Calarese, Lorane Umberhind, Virginia Williams, Dave Galin, Ken Littlefield, Brandon Woolley, Claudia Lowe

II. PLEDGE OF ALLEGIANCE

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

III. ADJUSTMENTS TO THE AGENDA

Added Agenda Item:

New Business Agenda Item C – Appointment to the Planning Board

IV. CONSENT AGENDA

A. Approval of the September 7, 2021 Board of Selectmen's Meeting Minutes

Ann Farley made a motion to approve the September 7, 2021 meeting minutes as presented. It was seconded by Phil Lowe. Motion carried with all in favor.

B. Approve FY 22 Warrants #11 and #12

Chris Parker made a motion to approve FY 22 Warrants #11 and #12 as submitted. It was seconded by Phil Lowe. Motion carried with all in favor.

V. OLD BUSINESS

A. Beach Site Visit Follow-Up

Ann Farley reported that the Board of Selectmen went to the Town Beach last Saturday to review what could be done there to allow a suitable compromise for both swimmers and boaters to use it. She reviewed the separate areas that will be designated for use by swimmers and for boaters. The area designated for boats will be marked with 2 buoys and situated 40ft from the first post to the channel.

Phil Lowe made a motion to accept the designated areas for swimmers and boaters at the Town Beach as presented by Ann Farley. It was seconded by Chris Parker. Motion carried with all in favor.

VI. NEW BUSINESS

A. Introduction – Sebago School Superintendent – Dave Galin

The Board welcomed Sebago School Superintendent Dave Galin. He stated that he started on July 1st and is very excited to be working for the Sebago School. He informed the Board that students are back to school full-time and he is hoping that continues throughout the year. He also reviewed some of the school's goals for this year.

B. Open and Award Paving Bids

The Town Manager stated that she received two paving bids for the Decker Mountain Road and Douglas Mountain Road paving projects. She reviewed the pricing breakdown details that were per the bid specifications for both projects.

The bid results are as follows:

Shaw Brothers

Decker Mountain Road - \$61,110.00

Douglas Mountain Road - \$99,815.00

Allstate Construction (formerly F.R. Carroll)

Decker Mountain Road - \$53,940.00

Douglas Mountain Road - \$73,080.00

Phil Lowe made a motion to award the paving bids for Decker Mountain Road and Douglas Mountain Road to Allstate Paving. It was seconded by Chris Parker. Motion carried with all in favor.

C. Appointment to the Planning Board

The Town Manager introduced Carolyn Calarese to the Board and recommended that she be appointed to the Planning Board.

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

Carolyn responded that she has been interested in the Planning Board for a while and has attended several meetings. Now that she is a full-time resident of Sebago, she has decided to become more involved. She mentioned that her family has been coming to Sebago for over fifty years. She stated that she has a passion for keeping small towns moving forward while still maintaining the small-town appeal.

She also explained that she has her own sales group of brokers which includes a lot of commercial and contractual sales, and experience in working with general contractors and in the operations that involves. She expressed an interest in attending the Planning Board training workshop that is offered by Maine Municipal Association.

Ann Farley made a motion to appoint Carolyn Calarese to the Sebago Planning Board. It was seconded by Phil Lowe. Motion carried with all in favor.

The Board proceeded to sign the appointment papers appointing Carolyn Calarese to the Planning Board.

VII. REPORTS FROM TOWN OFFICIALS

A. Town Manager

- Upon receipt of the ARPA (American Rescue Plan Act) funds, Sebago Lakes Chamber of Commerce is asking the Lakes Region (Casco, Gray, Naples, New Gloucester, Raymond, Standish, Windham, and Sebago) to contribute \$1 per resident to continue the "Keep Sebago Lakes Region Healthy" initiative marketing campaign (print, social media, radio, TV).

What are your thoughts? (To be discussed during the workshop portion of this meeting.)

- Attended several ARPA meetings.
- To answer the question, “What do we get for our Cumberland County Tax Dollars?”
 - Sheriff’s Office coverage (Our own contracted deputy would cost more.)
 - Jail
 - Registry of Deeds (All land transactions in town go to the Deeds Office.)
 - Dispatch (What we pay for the contract does not cover 100% of the costs.)
 - Probate Court
 - District Attorney’s Office
 - Emergency Management Agency
 - Use of County Services (such as Human Resources)
 - The bulk is the cost of the Sheriff’s Office and the jail.
- Our cable franchise agreement has been updated to reflect current laws and legislation, and has been reviewed by our consultant and town attorney. I have sent it off to Charter and they will have 60 days to reply. This ONLY affects cable and NOT broadband.
- Have conducted interviews for the front office and transfer station positions.
- Continued work on the EOP (Emergency Operations Plan) and safety polices. I would like to have a meeting with the committee to review some new polices as well as “tweak” a few older ones.
- At your next meeting, we will have our annual Public Hearing on the new GA (General Assistance) maximums.
- Completed my FEMA Benefit Costs Analysis training with FEMA. Next, we will be working on NIMS compliance. Stay tuned for more information.
- The Historical Society is contemplating a project for the upcoming bicentennial. They would like to make flags and/or banners with the town seal on them. Any objections to using the seal for this purpose?

It was noted that the town’s seal was designed by the late Rose Barnes (the mother of Doc Barnes). The Board agreed that it is acceptable for the Historical Society to use the town seal for their bicentennial project.

- Had a meeting with Glatfelter (our insurance provider) to go over some tools to help reduce claims. In addition, the Town Office and Town Hall were toured. A report will be coming soon on their findings.

- I will be meeting with a Kohler (generator) representative on Sept. 28th.
- The latest edition of the “Simply Sebago” newsletter was submitted for the Board’s approval. Upon approval, it will be posted on the website and distributed throughout town.
- A property owner has submitted a request for an abatement of their property taxes. It is not before the Board tonight because Abatements are normally forwarded to the Assessor’s Agent first for review. They will then make a recommendation for consideration by the Board of Selectmen. This will be presented to the Board at an upcoming meeting.

B. Selectmen

Phil Lowe had nothing to report.

Chris Parker had nothing to report.

Ann Farley asked if there is a job description for the beach attendant’s position. The Town Manager responded that there is one.

C. Department Heads

Public Works Director Scott Douglas stated that work is being done on Douglas Mountain Road to improve the condition and drainage of the road. Road grading and winter sand/salt preparations are also on the schedule of tasks to be completed.

Town Clerk Maureen Scanlon mentioned that during the interview process the applicants for the part-time Clerk’s position are being advised that the position will not be available until after October 13th when the TRIO computer program upgrades have been completed. There is no point in training the successful candidate on the older version of the program.

VIII. COMMENTS FROM THE PUBLIC

Claudia Lowe stated that a few meetings ago she submitted a list of questions to the Board regarding looking forward on the Planning Board. She realizes that unless it comes before the Board of Selectmen nothing can be changed or added. She has revised her questions, and left out the parts about having the members elected, for the Board’s consideration. She submitted her revised list of questions to the Board and asked that it be discussed at a future meeting.

IX. ADJOURNMENT

Chris Parker made a motion to adjourn at 6:26 pm and go into the workshop portion of this meeting. It was seconded by Phil Lowe. Motion carried with all in favor.

WORKSHOP
PUBLIC SAFETY BUILDING DISCUSSION
ARPA FUNDS (AMERICAN RESCUE PLAN ACT) DISCUSSION

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Maureen F. Scanlon". The signature is fluid and cursive, with the first name "Maureen" being more prominent.

Maureen F. Scanlon
Town Clerk