

MINUTES
SEBAGO BOARD OF SELECTMEN MEETING
6:30 PM
TOWN OFFICE
TUESDAY, AUGUST 2, 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 – Grand Central Wine Bar, LLC d/b/a Grand Central Wine Bar for a MALT, SPIRITUOUS AND VINOUS LICENSE – New

PUBLIC HEARING #2 – Grand Central Wine Bar, LLC d/b/a Grand Central Wine for a SPECIAL AMUSEMENT PERMIT – New

The Public Hearing was called to order by Vice Chairman Barry Jordan at 6:30 pm.

Public Hearings #1 & #2 were held simultaneously due to the fact that they were for the same business entity.

Karen Nason explained her plans for opening a wine bar in the current Station Four location on Route 114 (Sebago Road). She reviewed her history of growing up in the Lakes Region, and her previous experience with several similar businesses. She mentioned that she had opened a wine bar in Gorham, Maine. Unfortunately, it was two months before the beginning of the COVID pandemic which caused her business to be shut down for a year and a half. Her intent is to open an upscale wine bar in Sebago and detailed the services and products that she intends to provide to her clientele. She answered questions from the Board of Selectmen in regards to items such as the hours of operation for her establishment and the type of low-key entertainment that will be provided, such as piano music.

There were no further questions, or any concerns expressed, from both the Board of Selectmen and the public.

Public Hearings #1 & #2 were closed at 6:39 pm.

PUBLIC HEARING #3 – SEBAGOSEV PROPERTIES INC d/b/a Sebago Kitchen and Keg for a MALT, SPIRITUOUS AND VINOUS LICENSE – Renewal

PUBLIC HEARING #4 – SEBAGOSEV PROPERTIES INC d/b/a Sebago Kitchen and Keg for a SPECIAL AMUSEMENT PERMIT – Renewal

Public Hearings #3 & #4 were held simultaneously due to the fact that they were for the same business entity.

Paul Severino explained that he is requesting a renewal of the existing liquor license and special amusement permit for the Sebago Kitchen and Keg. There are no changes in service planned at this time.

There were no questions, or concerns expressed, from both the Board of Selectmen and the public.

Public Hearings #3 & #4 were closed at 6:42 pm.

CALL TO ORDER

The meeting was called to order by Vice Chairman Barry Jordan at 6:42 pm.

I. ROLL CALL

Present: Selectmen; Charles Frechette, Barry Jordan and Mark Roy, Town Manager Michele Bukoveckas, Town Clerk and Recorder Maureen Scanlon

Absent: Selectman Phil Lowe

Guests present: Karen Nason, June Allen, Donelle Allen, Tina Vanasse, John Calarese, Paul Severino, James Palmer, Desirae Lyle, Douglas Newton, Bruce Hart, Mary MacKinnon, Philip Strike, Kelly Hale, Jim Jansz, Marjie Jansz, Walter Bukoveckas, Mike Bouffard, Brandon Woolley, Edie Harden, Cynthia Adams

II. PLEDGE OF ALLEGIANCE

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

III. ADJUSTMENTS TO THE AGENDA

Agenda Item Removed:

Agenda Item E. – Zoning Board of Appeals Concerns – Richard Merritt

Removed from the agenda due to Mr. Merritt's unexpected inability to attend tonight's meeting. This item will be added to the agenda for the next regularly scheduled meeting.

IV. CONSENT AGENDA

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

Charles Frechette made a motion to approve the July 1, 2022 meeting minutes as presented. It was seconded by Mark Roy. Motion carried with all in favor.

B. Approval of the July 18, 2022 Selectmen's Meeting Minutes

Charles Frechette made a motion to approve the July 18, 2022 meeting minutes as presented. It was seconded by Mark Roy. Motion carried with all in favor.

C. Approval of the July 19, 2022 Selectmen's Meeting Minutes

Charles Frechette made a motion to approve the July 19, 2022 meeting minutes as presented. It was seconded by Mark Roy. Motion carried with all in favor.

D. Approval of the July 25, 2022 Selectmen's Meeting Minutes

Charles Frechette made a motion to approve the July 25, 2022 meeting minutes as presented. It was seconded by Mark Roy. Motion carried with all in favor.

E. Approval of FY 22 Warrants Week #55 & #56

Charles Frechette made a motion to approve FY 22 Warrants Week #55 and #56 as submitted. It was seconded by Mark Roy. Motion carried with all in favor.

F. Approval of FY 23 Warrants Week #3 & #4

Charles Frechette made a motion to approve FY 23 Warrants Week #3 and #4 as submitted. It was seconded by Mark Roy. Motion carried with all in favor.

V. OLD BUSINESS

A. Broadband COLAB Update

Broadband Committee members John Calarese and Mary MacKinnon reported on the status of the COLAB committee's activities. John reported that the RFP is still in the draft stages and explained that being a part of the consortium is very beneficial to the town due to the increased volume in numbers working towards the common goal of providing better internet services to all. He reviewed some of the committee's goals. Mary reported several items such as the mailing out of postcards to users requesting information on their internet needs. Additional mailings are being planned. There was discussion on this matter between the Board and the Committee members.

VI. NEW BUSINESS

A. Approval of the Malt, Spirituous and Vinous License for Grand Central Wine Bar, LLC

Mark Roy made a motion to approve the Malt, Spirituous and Vinous License for Grand Central Wine Bar, LLC as submitted. It was seconded by Charles Frechette. Motion carried with all in favor.

B. Approval of the Special Amusement Permit for Grand Central Wine Bar, LLC

Mark Roy made a motion to approve the Special Amusement Permit for Grand Central Wine Bar, LLC as submitted. It was seconded by Charles Frechette. Motion carried with all in favor.

C. Approval of the Malt, Spirituous and Vinous License for Sebago Kitchen and Keg

Mark Roy made a motion to approve the Malt, Spirituous and Vinous License for Sebago Kitchen and Keg as submitted. It was seconded by Charles Frechette. Motion carried with all in favor.

D. Approval of the Special Amusement Permit for Sebago Kitchen and Keg

Mark Roy made a motion to approve the Special Amusement Permit for Sebago Kitchen and Keg as submitted. It was seconded by Charles Frechette. Motion carried with all in favor.

E. Zoning Board of Appeals Concerns – Richard Merritt

Agenda Item Removed – to be added to the next regularly scheduled meeting.

F. Review and Sign MMA Town Manager Search Contract

Barry Jordan explained the process of having Maine Municipal Association (MMA) assisting in the Town Manager Search process. Submitted applications will be reviewed for consideration on September 12th and then the interviewing process will begin. The cost for assistance by MMA in this process is approximately \$6,400.00 which will be taken from the ARPA funds, after approval to do so at a Special Town Meeting. There is an additional cost for advertisement which is estimated to be less than \$1,000.00. The Board feels as though it is a good idea to move in this direction due to the fact that MMA is very experienced in providing this service to communities.

Charles Frechette made a motion to review and sign the Town Manager Search contract with Maine Municipal Association. It was seconded by Mark Roy. Motion carried with all in favor. The Board proceeded to sign the Town Manager Search contract.

G. Review Fees for Building and Zoning Permits

Barry Jordan stated that the Board discussed the fees that are being charged for permits. One permit in particular was reviewed in which the Planning Board did not consider certain fees as applying to the project. The Zoning Board of Appeals disagreed with this decision and turned it back over to the Planning Board for reconsideration. The Board of Selectmen agrees with the Zoning Board of Appeals that the fees should apply and that it should be sent back to the Planning Board to have the fees collected.

Code Enforcement Officer Brandon Woolley distributed information that he had been requested to provide, comparing the town's fee structure with other neighboring towns. He also provided additional fee structure information for the Board's future consideration. It was noted that in 2019 the Board of Selectmen reviewed the town's fee structure and decided that the existing fees were to remain in place. There was some discussion for clarification on this matter between the Board and the Code Enforcement Officer.

This item will be added to the agenda for the August 16, 2022 meeting.

H. Review Town Hall Rental Fees

Barry Jordan mentioned that he recently attended a funeral service at the Town Hall building and found it extremely difficult to hear the speaker during the ceremony. He suggested that the fee for the rental of the building be increased and have the town provide a sound system for the additional fee. There was quite a bit of discussion on this matter in which the following items were discussed.

Who will be responsible for setting up and disassembling the system before and after events?

Who will be responsible to assure that the system is in good working order after every event? It was noted that if the sound system is damaged, it may interfere with the town's need to use it for town events, such as the annual Town Meeting or large public hearings. Although, it would be possible to order another system, that does not necessarily mean that the product would be available to be delivered in time for the town's event. The problem of COVID related supply chain issues was mentioned. It would not be fair to the town's legislative body, who's tax dollars paid for the sound system, not to have this available for use at a town event.

It was noted that in the past, an expensive sound and video system was stolen from the building, so special storage considerations would need to be made.

There was discussion regarding the fact that an equipment rental company would provide insurance to their customers for damages incurred during the rental period. The town does not have this ability and would be responsible for any replacement costs.

It was suggested that when a customer rents the Town Hall building for an event that the town provide a list of local vendors at which sound systems may be obtained for a rental fee at their own expense.

I. Board of Selectmen Agenda Protocols

Barry Jordan mentioned that in the event that someone has an item that they would like added to the Board's meeting agendas, the sooner they let this be known, the better. This will allow the Board members the opportunity to research the matter before the meeting date and be prepared to discuss it.

VII. REPORTS FROM TOWN OFFICIALS

A. Town Manager

- Hired a Public Works Employee. He has started, but is currently on sick leave.
- There is a boundary line dispute between an abutter and the Loon Echo Community Forest on Swamp Road. We have contacted Sawyer Engineering for a survey and were given an estimate of about \$1,800-\$2,200.

Mark Roy made a motion to move forward with the survey for the town owned property that is occupied by the Loon Echo Community Forest on Swamp Road. It was seconded by Charles Frechette. Motion carried with all in favor.

- John O'Donnell and Associates assisted with the workbook entries (changing property ownerships) and I have begun working on the mil rate. We should be ready to set a rate at your next meeting.
- Once again, we have received a letter concerning the property across from Station 4 regarding its appearance. This is a tax acquired property that the Town is holding for possible access in the future. The lot is 160 ft. x 60 ft. In the past, when this issue was raised, the Board determined that tax payer funds should not be spent to maintain this property by regular mowing of the lawn.

The last time this was brought before the Board of Selectmen for consideration was on August 18, 2020. It was determined at that time that taxpayer funds should not be used to maintain this property.

The Board agreed that the prior Board of Selectmen were correct in their determination and agreed to, once again, take no action on this matter.

- This afternoon I reached out to the resident on Naomi Street to inquire about the rocks. I told him the signs were now in place, and he assured me the rocks would be removed prior to tonight's meeting.

Two of the rocks have been removed. The third rock is located on the property owner's land, not the town's right-of-way, and therefore remains in place.

B. Selectmen

Barry Jordan stated that he is very pleased to announce that Maureen Scanlon has accepted the position of Interim Town Manager and Desirae Lyle has accepted the position of Interim Town Clerk. He, and the other Board members, congratulated both individuals and thanked them for hopefully helping to make the transition of replacing Town Manager Michele Bukoveckas as smooth as possible.

Charles Frechette expressed concern about a road washout on Peabody Pond Road that needs to be fixed. He mentioned that the school bus may not be allowed to continue to access this road for student transportation if it is not repaired soon. Public Works will repair the damage as soon as possible.

Mark Roy thanked both Maureen and Desirae again and mentioned that the Board members are available to help them in any way needed.

Barry Jordan reported that Donelle Allen wanted to talk to the Board regarding the Small Cemeteries Committee. Donelle explained that Ann Farley was on this committee before she resigned from her position as a Selectman. She stated that Ann was a tremendous asset to this committee and requested that the Board consider appointing her back on the committee as a private citizen. After some discussion, Mark Roy agreed to be the liaison for this committee in reporting to the Board of Selectmen.

Barry Jordan made a motion to appoint Mark Roy, as the liaison for the Board of Selectmen, to the Small Cemeteries Committee. It was seconded by Charles Frechette. Motion carried with all in favor.

Mark Roy made a motion to appoint Ann Farley, as a private citizen, to the Small Cemeteries Committee. It was seconded by Charles Frechette. Motion carried with all in favor.

C. Department Heads

Code Enforcement Officer Brandon Woolley had nothing to report.

Fire Chief Phil Strike reported that the Fire and Rescue departments have been very busy this month, both in and out of town (providing assistance). All departments worked well together for the recent response to storm damages sustained in the Long Beach area. He is still working on possible funding reimbursement from EMA for that storm.

A moment of silence was observed in respect for the life that was lost during the storm.

Public Works Director Jim Palmer reported that his crew is trying to keep up the normal workload, and put everything back together from the storm damage. He also informed the Board of several equipment repairs that are being addressed.

Town Clerk Maureen Scanlon reported that there will be a special "Open House Farewell Celebration" for Town Manager Michele Bukoveckas on Wednesday, August 17th from 8:00 am to 10:00 am, at the Town Office building. Coffee and donuts will be provided and all are invited to attend.

Maureen Scanlon reported that Nomination Papers for the Tuesday, November 8, 2022 Municipal Election, to fill the vacant position on the Board of Selectmen, will be available on Friday, August 12th. They will be due back to the Clerk's Office on Friday, September 23rd. Absentee ballots will be available on October 7th. This information will be posted on the town's website. Barry Jordan mentioned that the advertisement for the Town Manager's position will also be posted on the town's website.

VIII. COMMENTS FROM THE PUBLIC

Tina Vanasse expressed concern about the consistency by which the town's Boards are operating. She was specifically concerned about an incident that recently occurred at a Zoning Board of Appeals meeting. Barry Jordan responded that he does not think it is appropriate for the Board of Selectmen to be hearing or discussing another Board's housekeeping business. Therefore, this matter should remain with the Appeals Board. Tina stated that the concern of the Select Board is to see how smoothly the Boards work in conjunction with each other. She noted tonight as an example of how one Board is held under a microscope and another is allowed to do whatever. The Planning Board made a decision, and the Board of Appeals didn't agree. Which is fine, but the Planning Board has been held under a microscope, which is part of the job, but, at the same time, another Board is not held to the same standards. She thinks that the Selectmen need to be aware and concerned about that, because we are not following what we are supposed to follow.

Mark Roy made a motion to close the Public Comments portion of this meeting. It was seconded by Charles Frechette. Motion carried with all in favor.

IX. ADJOURNMENT

Charles Frechette made a motion to adjourn at 7:30 pm. It was seconded by Mark Roy. Motion carried with all in favor.

Respectfully submitted,



Maureen F. Scanlon
Town Clerk