Board of Selectmen Meeting Minutes

June 16, 2020

Attendance: Fire Chief, Tim Cook; Administrative Assistant to the Select Board, Jenna Domer, Code Enforcement Officer, Arthur Dunlap; Chair, Ryan Fowler; Tax Collector/Treasurer, Patricia Patnaude; Town Clerk, Patricia Porter and Selectmen, Ron Shorey. C. Wayne Miller was absent.

Ryan called for the pledge of allegiance and called the meeting to order at 3:58pm.

Ryan made a motion to approve the meeting minutes of May 26, 2020 as written, Ron 2nd the motion and it was approved (2-0).

Visitors: David Frum, BC member, Bill Graham, PB member, Laura Chadbourne, PB Secretary, Frank Howell, FSBC member, Kathiann Shorey, Health Officer and Dan McQueen, Sweden resident.

David Frum presented to the BOS a petition signed by Sweden voters and a letter from Attorney Kristin Collins from Preti Flaherty, calling on the BOS to hold a 2020 Town Meeting for purpose of acting on the articles that appeared on the posted warrant for the 2020 annual meeting. The petition was delivered to the Town Clerk at 9:30am on June 16, 2020 and the signatures had not been certified before the BOS meeting was held. Visitors stated there are other venues available for example the Bridgton Magic Lantern and the Lovell Rec field that could accommodate 50 people or less with social distancing. The Board took the information under advisement and would contact Town Legal Counsel. Tax commitment may need to be delayed due to when the meeting may be held.

Laura Chadbourne requested that the BOS meetings return to being held at 6pm. Chair Fowler and Selectmen Shorey stated they would accommodate the request.

Reports of Officers and Committees:

ACO-no report

Administrative Assistant to the Select Board- Jenna delivered news that Camp Tapawingo and Camp Encore-Coda would be closed for the year and Sweden Days have been canceled due to COVID-19.

Homestead exemptions will increase from $20,000 to $25,000 and the AA will process the increase before tax commitment.

20 years of Select Board Meeting Minutes and Agendas have been scanned into digital files for storage.

A fixed priced agreement has been obtained for Suburban Propane at a rate of $2.12 per gallon for 2020/2021 for all Town buildings including the Fire Department.

The Town has one tax acquired property of a vacant lot that can not be disposed of until a Town Meeting has been held and the legislative body approves the article for the BOS to sell and dispose of any tax acquired property.

Jenna asked the BOS for permission to close the Town Office on July 14, 2020 Election Day to maintain distance for voters and for the staff to assist the Town Clerk. Many Election Clerks have stated they will not assist with the Election in July due to possible exposure to COVID-19.

The Town Office has been working diligently to assist all residents with their needs for registrations among other things on an appointment only basis. The system is working well however, some residents have taken advantage and brought others outside of the family unit and have wanted more services that what were stated when the appointment was made. We are asking those individuals to please come back at another time in order to not have the next customer have to wait. The Office Staff has been working many more hours than usual and Jenna applauded them for their dedication.

AA attended a webinar on the Keep ME Healthy Grant and informed the BOS the Town may be able to receive funds to assist with COVID-19 related supplies and employee hours. She will apply to the program by the Monday deadline.

Tax Commitment updates were given, and all information was provided to JE O'Donnell to commit taxes on July 15, 2020. If the Town continues to operate under the 2019 budget, she provided information on funds that would need to be taken from surplus by Special Town Meeting to meet the budget shortfalls.

The AA provided the Treasurer with a re-configuration of salaries base on the Town operating under the 2019 budget to implement with the next payroll.

CEO- The BOS asked the CEO if he would take an appointment to be the E-911 Addressing Officer for the Town, he replied that he would. The AA will ask the Town Clerk to complete and appointment and it will be voted on at the next BOS meeting.

Town of Sweden, Maine

CEO Monthly Activity Report – May 2020

1) **Building Permits Issued**
   a) **2020-007** **R-02-35-00**
      i) Pie Tree Orchard LLC, 803 Waterford Rd. Issued permit to do major renovation to interior and to move exit doors.
      ii) Issued: 05-06-2020
      iii) Fees: $203.56

2) **RV Permits Issued**
   a) NONE

3) **Permit Closures**
   a) NONE

4) Violation Notices Issued
   a) NONE

5) **Timber Harvesting**
   a) **NONE**

6) **Other**
   a) Chris Babcock 05/21/2020
      i) Contractor looking for info as to what building rules were in place in the town of Sweden.
   b) Real estate agent 05-05/2020
      i) Darin Stairs looking for info on uses and requirements in Rural Preservation zone.
   c) **Town Office**
      i) All month Several interdepartmental emails about meetings schedules and office opening.
      ii) 04-07-2020 Made contact with JE O'Donnell about copies of permits. Sent him my Excel files of the 2019 permit
      iii) 05/05/2020 Put together April activity report.
   d) **R-02-07-00** 05/22/2020
      i) Scott Robert, 402 Waterford Rd. Looking for Permit app to build an addition onto his home. Sent copy of app to him.
   e) R-07-16-A-1 05/05/2020
      i) Main Eco Home< Berry Rd. Chris Garcia asked about burying cable from utility pole to this property, part of which would be in the r-o-w.
   f) R-05-21-00 05/05/2020
      i) Christine Medeiros, Webber Pond Road, asked about putting in a dock longer than 10'. Gave her info to contact Laura.
   g) R-05-52-00 05/08/2020
      i) Scott Dillon, Bridgton Road.
   h) R-08-40-C- part of 05/19/2020, 05/16/2020, 05-19/2020, 05/26/2020
      i) Hannah & Tom Welsh, Hillside Lane. Did more research on whether or not this is an approved subdivision for this property. Talked with Laura and she found no record of a subdivision. Hannah asked about how to measure the length of roadway needed. Told her that the 150' had to be on one road only.
   i) R-09-13-01 05-19/2020, 05/21/2020
      i) Stephen Bennett, 840 Lovell Road. Has concerns about trash on neighboring lot that has been foreclosed on and has trash strewn about a chain-linked marijuana(?) garden. Went to look and he would clean up the mess if they would bring in a dumpster to put the mess in.
   j) U-01-02-00 05-19/2020, 05/26/2020
      i) Aimee Heath, 47 Nevers Lane. Heaths have revised dock length to only 25' long. Received CUP approval for PB
   k) U-05-07-00 05/08/2020
      i) Linda Hanratty, 76 Wint Road. Email asking when her planting need to be done. Told her by July 1st.
   l) U-06-03-02 05-08-2020, 05/21/2020, 05/26/2020
      i) Coughlin 2002 Trust, 289 Hardscrabble Road. Received from Todd Richardson and had a 2-person zoom meeting about redoing the landscaping on the waterfront side of the dwelling.

Todd's drawings indicated some of the work would be less than 100 feet from the water. He will do more research into the exact location of the 100-foot line.

7) **Permits with activity**
   a) **No new inspections or closures.**

Clerk- Patti stated she has been sending out absentee ballots and hopes voters will take advantage of early voting. She has had many Election Clerks state they will not assist at the July 14th Election due to COVID-19 and hopes she will have enough clerks to assist. Chair Ryan Fowler stated he would assist if needed. Tricia and Jenna will assist with traffic flow and other duties as needed.

MSAD 72 Warrants were presented to the BOS for signatures.

Fire Chief- SVFD is status quo. Ryan made a motion to allow the SVFD to purchase rescue bottles/air cylinders for the Department from the Capital Account, Ron 2nd the motion and it was approved (2-0).

Road commissioner- no report

Tax Collector/Treasurer- Tricia stated Rapid Renewal is live.

Ryan made a motion to sign the Warrant dated June 16, 2020, Ron 2nd the motion and it was approved (2-0).

Old Business- Keyes Pond Road update, Chair Fowler stated he needed to still meet with the Road Commissioner to obtain a price for road improvements to supply to IF&W to be considered if they will assist with the cost for angler access.

New Business- the vote to set a tax due date and interest rate for 2020 will need to be tabled until the BOS has consulted with Town Legal Counsel regarding the Town Meeting.

Jenna provided a request from the Sweden Historical Society to utilize funds from the Heritage Fund that have been specifically reserved for School House restorations. The SHS has requested $1,000.00 from the fund for mason work on the School House. Ryan made a motion to allow the SHS to have $1,000.00 from the Heritage Fund for School House restoration, Ron 2nd the motion and it was approved (2-0).

Jenna presented a resignation letter from Kathleen Dunn-Lyman as Alternate Director to MSAD 72 School Board.

Communications and Correspondence-

- Letter dated May 29, 2020 from MSAD #72 reporting student attendance
- Letter of Decision dated June 2, 2020 to James and Aimee Heath regarding approved CUP for a 24-foot deck from Planning Board

Ryan made a motion to go into Executive Session per 1 M.R.S.A. Sec. 405 (6) (A) to discuss personnel matters at 4:40pm, Ron 2nd the motion and it was approved (2-0).

Ryan made a motion to exit Executive Session at 4:48pm, Ron 2nd the motion and it was approved (2-0).

Ryan made a motion to adjourn at 4:49pm, Ron 2nd the motion and it was approved (2-0)

Respectfully submitted,

Jenna Domer
Administrative Assistant to the Select Board