Board of Selectmen's Meeting Minutes
April 28, 2015; 3:30 P.M.

Board Members Present: Bernard N. King, Jr., Chairman; Douglas A. Taft, Vice-Chairman; Kenneth J. Murphy; Paul E. Hoyt; Robert J. McHatton, Sr.

Student Representative Anthony Champoli was absent.

Administration Present: Town Manager Robert Peabody; Town Clerk Laurie Chadbourne; Community and Economic Development Director Anne Krieg; Recreation Director Gary Colello

1. Call to Order

Chairman King called the meeting to order at 3:30 P.M.

2. Pledge of Allegiance

The Board recited the "Pledge of Allegiance."

3. Executive Session

a. Per MRSA Title 1, Chapter 13 § 405.6.E.; Legal Matters

Motion was made by Vice-Chairman Taft to enter into executive session at 3:31 P.M. per MRSA Title 1, Chapter 13, Subsection 405.6.E. for discussion of legal matters; 2nd from Selectman Murphy.
5 approve/0 oppose

Motion was made by Selectman Hoyt to exit session at 3:35 P.M.; 2nd from Selectman Murphy.
5 approve/0 oppose

4. Revaluation Workshop at 4:00 P.M.

Chairman King opened the revaluation workshop at 4:00 P.M. Michael O'Donnell from J.E. O'Donnell & Associates was present for the workshop session.

5. Adjourn Revaluation Workshop at 5:00 P.M.

Chairman King closed the revaluation workshop at 4:55 P.M. and called for a five minute recess.

Chairman King called the meeting back to order at 5:00 P.M.

6. Approval of Minutes

a. April 14, 2015

Motion was made by Vice-Chairman Taft for approval of the minutes from the April 14, 2015 Board Meeting; 2nd from Selectmen Murphy. 5 approve/0 oppose

b. April 21, 2015

Motion was made by Vice-Chairman Taft for approval of the minutes from the April 21, 2015 Board Meeting; 2nd from Selectman Hoyt. 5 approve/0 oppose

7. Correspondence and Other Pertinent Information

a. Donation of Services; Highland Lake Bathroom

As represented during the Board of Selectmen's Meeting on April 14, 2015, Criterion Development and Main Eco Homes is proposing to build a new bath house at Highland Lake Beach. The existing facility will be demolished and disposed of at an approved landfill. The new facility will be constructed in accordance with the plans and specifications as submitted to the Board. The price for this project shall not exceed $36,165. In the event that better pricing can be secured from contractors or suppliers, the savings will be passed on to the taxpayers. This price assumes there will be no permit fees and that any construction debris can be disposed of at

the Transfer Station for no cost. Construction management services for this project will be donated by Criterion Development and Main Eco Homes. The Board thanked Mark Lopez for his donation, time and effort on this project. **Motion** was made by Vice-Chairman Taft to accept the donation of construction management services from Criterion Development LLC and Maine Eco Homes and for the construction of a public bathroom facility at Highland Lake Beach for a cost not to exceed $36,165; 2nd from Selectman McHatton. *The funding for the project will appropriated from the FEMA reimbursement.* 5 approve/0 oppose

8. New Business

a. Permits/Documents Requiring Board Approval

1. Victualer's License and Liquor License; Tom's Homestead
2. Victualer's License; Dunkin Donuts
3. Hawker & Peddlar License; Bridgton Farmer's Market
4. Victualer's License; Morning Glory Diner
5. Victualer's License; Subway

Motion was made by Vice-Chairman Taft for approval of 8.a.1. through 8.a.5.; 2nd from Selectman Murphy. 5 approve/0 oppose

6. Sewer Commitment #155

Motion was made by Selectman Hoyt for approval of Sewer Commitment number 155; 2nd from Vice-Chairman Taft. 5 approve/0 oppose

7. Proposed Road Name (Property Location: Map 13, Lots 51 & 51C)

Motion was made by Selectman McHatton for approval of the road name, "Bee Happy Lane;" 2nd from Vice-Chairman Taft. 5 approve/0 oppose

The Board requested that the location of proposed road names be included on future agendas.

b. Bids, Awards and Other Pertinent Information

1. Food Hub Feasibility Grant

Director Krieg requested approval to submit a grant for a feasibility study for a regional food hub in Bridgton. She has been working with Rev Craig Hacker on data regarding the access to food, as well as observing distribution issues in the downtown area for food products. She explained that a food hub is a business or organization that actively manages the aggregation, distribution, and marketing of source-identified food products primarily from local and regional producers to strengthen their ability to satisfy wholesale, retail, and institutional demand.

The Board asked how much of Director Krieg's time would be committed to the project to which Director Krieg responded that she does not have an exact number of hours but expects to dedicate approximately forty hours over a six month period. The Board asked if the Town Manager supports this process to which Town Manager Peabody responded that he does support the process; he added that economic development is an important role in the community.

Motion was made by Selectman McHatton to approve the application for a Food Hub Feasibility Grant; 2nd from Selectman Hoyt. 5 approve/0 oppose

c. Legal Matters

There were no legal matters for discussion.

d. Selectmen's Concerns

- **Selectman McHatton** had no concerns.
- **Selectman Hoyt** had no concerns.
- **Vice-Chairman Taft** noted that the "Farmers Market" charges each vendor a fee and he asked what they use those vendor fees for to which Director Krieg responded that she believes the user fees are for marketing. Director Krieg encouraged the Board to consider establishing a "memorandum of understanding" between the Town and the Farmers Market to establish a more formal partnership. Discussion ensued regarding financial accountability. The Board opted to direct this issue to the next agenda on May 12th and Director Krieg will invite a representative from the Farmers Market to attend the meeting and respond to any questions the Board may have.
- **Selectman Murphy** thanked friends, family and community for their support during his recent medical issue.
- **Chairman King** had no concerns

e. Town Manager's Report

Town Manager Peabody submitted and read the following Manager's Report into the record:

"Manager's Report
04/28/15

2015 Election of Officers on Tuesday; June 9, 2015

Selectman/Assessor/Overseer of the Poor
(Vote for 2) - Candidates on ballot:
McHatton, Robert J., Sr.
Murphy, Robert P.
Watkins, Gregory N.

Planning Board Regular Member
(Vote for 2) - Candidates on ballot:
Figoli, Michael J.
Miller, Deanna P.

Planning Board Alternate Member
(Vote for 1) - Candidates on ballot:
No nomination papers were issued; write-in candidate

MSAD #61 Director
(Vote for 2)- Candidates on ballot:
Stoddard, Dorothy A.
Swanson-Murphy, Karla J.

Water District Trustee
(Vote for 1) - Candidates on ballot:
Perreault, Todd E.

Salmon Point Campground is opening May 1st. Public Works is working this week on getting the utilities in place. Clean up will start on Monday May 4th. We should hold a workshop in the near future to discuss the proposed budget.

Cumberland County has begun a video program for their website. It is being produced by CGI Communications, Inc. Bridgton has been invited to have a video production done of the Town by CGI at no const. I have provided the Board with an email from the County explain the project. Georgiann and I held a conference call with CGI this morning where they explained what they do. The Company sent a FAQ sheet, contract and a copy of the letter they send to local businesses. I copied all the aforementioned for you."

Vice-Chairman Taft requested that the Town Manager move forward with promotion of the Town through CGI Communications; the Board directed the contract to the May 12th meeting agenda.

Chuck Renneker asked the Town Manager if Salmon Point is being charged for labor by the employees at the Public Works Department to which Town Manager Peabody responded that he does transfer revenue from Salmon Point to offset administration and hours for labor.

f. Other Matters

- **Selectman McHatton** had no other matters for discussion.
- **Selectman Hoyt** requested that the Board discuss the revaluation process at this time. Vice-Chairman Taft disclosed that several years ago, his daughter worked part time for O'Donnell & Associates. The Board agreed that this is not a conflict of interest and thanked Vice-Chairman Taft for the full disclosure. Discussion ensued. **Motion** was made by Selectman McHatton to continue with O'Donnell & Associates and hire them to conduct the revaluation contingent upon the Manager's review of the purchasing policy; 2nd from Selectman Murphy. 5 approve/0 oppose Motion was amended by Selectman McHatton to add authorization for the Town Manager to execute the contract; 2nd from Selectman Murphy.
  5 approve/0 oppose
- **Vice-Chairman Taft** had no other matters for discussion.
- **Selectman Murphy** had no other matters for discussion.
- **Chairman King** had no other matters for discussion.

9. Treasurer's Warrants

Motion was made by Vice-Chairman Taft for approval of Treasurer's Warrants numbered 99, 100, 101, 102, 103, 104 and 105; 2nd from Selectman Murphy. 5 approve/0 oppose

10. Committee Reports

Wastewater Committee

Glen Zaidman reported that the Wastewater Committee has been working for about four years to come up with recommendations on how to manage the current system. The Committee believes that if the Citizen's Petition Referendum Question passes at Town Meeting, the growth of the Town would be stunted. The Committee requested authorization to put an ad in the Bridgton News to urge the voters to vote "NO" on Referendum Article (Question) 3. **Motion** was made by Vice-Chairman Taft to authorize the Committee to put the ad, as requested, in the Bridgton News (funds will be allocated from the Wastewater Enterprise Fund); 2nd from Selectman Hoyt. 5 approve/0 oppose Vice-Chairman Taft suggested that this ad also be placed on Lakes Region Television.

EXECUTIVE SESSION *(attorney/client telephone consulation on a legal matter)*

Motion was made by Vice-Chairman Taft to enter into executive session at 4:40 P.M. per MRSA Title 1, Chapter 13, Subsection 405.6.E. for discussion of legal matters; 2nd from Selectman Murphy.
5 approve/0 oppose

Motion was made by Selectman Hoyt to exit session at 5:58 P.M.; 2nd from Selectman Murphy.
5 approve/0 oppose

11. MSAD #61

There was no MSAD #61 information for discussion.

12. Public Comments and Presentations

Glen Zaidman added that the Wastewater Committee is also preparing a public information article that they hope to advertise as well; he will work through this with the Town Manager.

Chuck Renneker noted that it's been almost a year since the Comprehensive Plan was approved to which Director Krieg responded that the State review is almost complete.

Town of Bridgton Sewer User Charge and Flow Rate Calculation Work

Town Manager Peabody provided the Board with copies of correspondence from Woodard & Curran regarding Sewer User Charge and Flow Rate Calculation Work. Town Manager Peabody requested authorization to enter into a contract for services in the amount of $4,500 (paid for by the Wastewater Enterprise Fund). **Motion** was made by Vice-Chairman Taft for authorization to proceed; 2nd from Selectman Hoyt. 5 approve/0 oppose

13. Old Business

a. Town Hall Update

Director Krieg reported that the final bid specifications for the furnace at the Town Hall is in process and the expectation is to go out for bid next week. She added that the interior analysis, including mold testing, is scheduled for Thursday; she will provide the Board with a time certain for the testing.

b. Bridgton Memorial School

There was no new information at this time.

c. Locations for Displaying Salmon Point Brochure

Selectman Murphy reported that he has placed the Salmon Point brochures in all of the Chamber buildings within a twenty five mile radius. Selectman Hoyt asked if the brochures are going to be placed at the Maine Tourism locations to which Selectman Murphy responded that he is waiting to hear back from his contact and will provide additional information to the Board at their next meeting.

d. Town Hall Bid Process

This item was addressed under agenda item 13.a.

e. Police Chief Replacement Process

The Board agreed that the Police Chief Hiring Committee consist of the Town Manager, a citizen, a Select Board Member, two Police Chiefs and the Deputy Town Manager. **Motion** was made by Selectman McHatton to appoint Vice-Chairman Taft to the Committee; 2nd from Selectman Hoyt. 5 approve/0 oppose

The Board agreed to accept Committee Applications from any citizen interested in serving on the Committee; the deadline for submitting application is 4:00 P.M. on May 11th and the Board will review all applications in executive session on Tuesday, May 12th.

14. Dates for Next Board of Selectmen's Meetings/Workshops

May 12, 2015; May 26, 2015; June 9, 2015; June 10, 2015

15. Adjourn

Chairman King adjourned the meeting at 6:25 P.M.

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk