

# Board of Selectmen's Meeting Minutes

## September 13, 2016; 5:00 P.M.

**Board Members Present:** Gregory N. Watkins, Chairman; Glenn R. Zaidman, Vice-Chairman; Robert J. McHatton, Paul E. Hoyt; Bernard N. King, Jr.

**Staff Present:** Robert A. Peabody, Town Manager; Georgiann M. Fleck; Deputy Town Manager, Anne Krieg, Economic and Community Development Director; Richard Stillman, Police Chief; Robert Fitzcharles, Transfer Station Manager; Jim Kidder, Public Works Director; Dawn Taft, Deputy Town Clerk

**1. Call to Order**

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

**2. Pledge of Allegiance**

The Board recited the "Pledge of Allegiance."

**3. Approval of Minutes**

**a. August 23, 2016**

**Motion** was made by Selectman King for approval of the minutes from the August 23, 2016 Board Meeting; 2<sup>nd</sup> by Selectman Hoyt. 5 approve/0 oppose

**4. Correspondence and Other Pertinent Information**

With the consensus of the Board Item 4.b; 4.e. and 11. were moved forward on the agenda.

**b. Recognition of Dorothy A. Nassif**

The Board of Selectmen recognized Dorothy Nassif on her 100<sup>th</sup> Birthday and presented her with flowers and a plaque.

**e. Recommendation of Rules and Procedures for BOS from Robert Casimiro**

Mr. Casimiro expressed his concerns about the placement of public comments on the agenda. The Board then expressed their opinions. **Motion** was made by Selectman McHatton two have to portions on future agendas one for agenda items and one for non-agenda items; 2<sup>nd</sup> by Selectman Hoyt. 5 approve/1 oppose (Selectman King opposed)

**11. Public Comments and Presentations (*Each speaker may be limited to 3 minutes.*)**

Corrine Davis announced that she will be resigning from BRAG and suggested that the acceptance of the BRAG fields be placed on the ballot with the Town taking ownership as of July 1, 2017. **Motion** by Selectman Hoyt to place the question on the November Election; 2<sup>nd</sup> by Selectman McHatton. Further discussion ensued. Selectman McHatton moved the question. 2 approve (Selectman Hoyt, Chairman Watkins)/3 oppose (Selectman McHatton, Selectman King and Vice Chairman Zaidman) motion failed.

**a. Request for Support of the Adam Perron 5K Scholarship Fundraiser**

Ms. Elizabeth Perron requested use of a portion of Pondicherry Park for a 5K scholarship fundraiser. The Pondicherry Park stewardship Committee is in favor of the Board approving the request. **Motion** to approve the use of Pondicherry Park on October 22<sup>nd</sup> for a 5K run for the Adam Perron Scholarship with clean up handled by the organization was made by Selectman King; 2<sup>nd</sup> by Selectman Hoyt. Several questions were posed and answered. 5 approve/0 oppose

**b. Recognition of Dorothy A. Nassif**

Addressed earlier in the agenda.

**c. Request to Establish a Local Housing Authority from George Bradt**

Mr. Bradt spoke to the Board about his request and answered several questions from the Board. **Motion** was made by Selectman McHatton to accept Mr. Bradt's letter and place it on file with Mr. Bradt to continue bringing forth information to the Board; 2<sup>nd</sup> by Selectman King. 5 approve/0 oppose

**d. Request for Review of Road Repair Priority List from Philip Bauckman**

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The Board asked the Public Works Director several questions. **Motion** was made by Selectman Hoyt to accept Mr. Bauckman's letter and place it on file; 2<sup>nd</sup> by Selectman McHatton. 5 approve/0 oppose

- e. Recommendation of Rules and Procedures for BOS from Robert Casimiro**  
Addressed earlier in the meeting.

Consensus of the Board was to address the additional correspondence from the Woods Pond Homeowners.

**Motion** was made Selectman Hoyt to accept the donation from the Woods Pond homeowners to improve the picnic area canopy as long as they agree to the metal roofing; 2<sup>nd</sup> from Selectman King. 5 approve/0 oppose

### **5. New Business**

#### **a. Permits/Documents Requiring Board Approval**

##### **1. Easement/Purchase of Land Behind Former Main Street Variety Building (tabled from 8.23.2016)**

**Motion** made by Selectman McHatton to remove from table; 2<sup>nd</sup> by Vice Chairman Zaidman.  
5 approve/0 oppose

Several questions were asked and answered.

**Motion** was made by Vice Chairman Zaidman to retable this item until receipt of the requested information is forwarded; 2<sup>nd</sup> by Selectman King. 5 approve/0 oppose

##### **2. Hazen Cemetery Deed (Sweden Road) to Arthur Weiss**

**Motion** was made by Selectman King to approve the sale of the cemetery lot to Mr. Arthur Weiss; 2<sup>nd</sup> from Selectman McHatton. 5 approve/0 oppose

##### **3. Hazen Cemetery Deed (Sweden Road) to Sandra Stone Wissman**

**Motion** was made by Selectman King to approve the sale of the cemetery lot to Ms. Sandra Stone Wissman; 2<sup>nd</sup> by Selectman McHatton. 5 approve/0 oppose

Item 6 & 7 brought forward

### **6. Public Hearing at 6:00 P.M.**

#### **a. Public Hearing to Comment on the Maine Municipal Association Model Ordinance for General Assistance Including Appendices A through D for the Period of October 1, 2016 until September 30, 2017**

Chairman Watkins opened the public hearing at 6:00 P.M. Chairman Watkins closed the public hearing at 6:02 P.M.

##### **7.a. Adopt the Maine Municipal Association Model Ordinance for General Assistance Including Appendices A through D for the Period of October 1, 2016 until September 30, 2017**

**Motion** by Selectman King to adopt the MMA Model Ordinance for General Assistance including Appendices A through D for the period of October 1, 2016 until September 30, 2017; 2<sup>nd</sup> by Vice Chairman Zaidman. 5 approve/0 oppose

##### **6.b. Public Hearing to Comment on an Application from Clipper Merchant Tea House for a New Liquor License**

Chairman Watkins opened the public hearing at 6:03 P.M. Chairman Watkins closed the public hearing at 6:03 P.M.

##### **7. b. Liquor License to Clipper Merchant Tea House**

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**Motion** was made by Selectman King to approve the Liquor License to Clipper Merchant Tea House; 2<sup>nd</sup> by Selectman McHatton. 5 approve/0 oppose

### **4. Sewer Commitment #174**

**Motion** was made by Selectman McHatton to approve Sewer Commitment #174; 2<sup>nd</sup> by Vice Chairman Zaidman. 5 approve/0 oppose

### **b. Awards and Other Administrative Recommendations**

#### **1. Proposed Amendment to the "Rules & Regulations Regarding Use of Town Owned Parks and Properties by Private Groups"**

Town Manager Peabody explained the change in the Policy. There were several questions asked. **Motion** was made by Selectman Hoyt to approve amendments as proposed; 2<sup>nd</sup> by Vice Chairman Zaidman. 5 approve/0 oppose

#### **2. Paint Care and Paint Collection Recommendation**

Chairman Watkins explained that Mr. Fitzcharles put forth a recommendation. Mr. Fitzcharles stated that after further review he would recommend initiating the program. **Motion** was made by Vice Chairman Zaidman to authorize the Town Manager to sign the contract; 2<sup>nd</sup> by Selectman McHatton. 5 approve/0 oppose

#### **3. Proposed Amendments to the Traffic Ordinance**

Town Manager Peabody explained the changes in ordinance. **Motion** was made by Vice Chairman Zaidman to hold a workshop; 2<sup>nd</sup> by Selectman King. The original **mMotion** was rescinded by Vice Chairman Zaidman; 2<sup>nd</sup> by Selectman King. **Motion** was made by Vice Chairman Zaidman to hold a public hearing on October 25, 2016; 2<sup>nd</sup> by Selectman King. 5 approve/0 oppose

### **c. Selectmen's Concerns**

- Selectman McHatton asked about any upcoming BRAG meeting. Chairman Watkins responded that he would be addressing this later in Selectmen's Concerns.
- Selectman McHatton asked that Personnel Issues be added to the executive session.
- Selectman Hoyt asked about the recreation program participation eligibility. Town Manager Peabody advised the Board to speak to the Recreation Director be consulted on the issue.
- Selectman King has issues about the signs in the parks and at the monuments.
- Vice Chairman Zaidman asked that MMA be consulted about exceptions for allowing the Building Committee to bid on certain CDBG projects. Mr. Zaidman believes that a staff member should be on the committee at least to start with.
- Vice Chairman Zaidman asked for a maintenance schedule for all the buildings and grounds.
- Chairman Watkins asked for a status update on the trees and grass on Depot Street. Town Manager Peabody replied that he has met with Lucia Terry to amend her contract, and Ms. Krieg, Economic and Community Development Director will have information about the trees at the next meeting.
- Chairman Watkins asked if the cost of the proposal for the FEMA report was available. Town Manager Peabody reported no it was not.
- Chairman Watkins stated that the Board had not set any deadlines for recommendations or feedback for the Heart and Soul Program. Chairman Watkins wondered if the Board had any further thoughts. There was further discussion on this issue. Town Manager Peabody & Director Krieg stated that the Board had sent it to the

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Community Development Committee for recommendation. **Motion** was made by Selectman King to have the Community Development Committee and Staff recommendations; 2<sup>nd</sup> by Selectman Hoyt. 5 approve/0 oppose

- Chairman Watkins asked if there had been any outreach to the Depot Street property owners. Town Manager Peabody stated that Director Krieg went door to door.
- Chairman Watkins reminded the Board about a date for a public information session on the Streetscape Project before the bid package gets put together. Also, Chairman Watkins asked for a consensus of the Board for a workshop with BRAG. After a brief discussion it was determined that pending confirmation from BRAG they will try to have a workshop on September 20<sup>th</sup>, 2016 at 7:00 P.M.

### **d. Town Manager's Report/Deputy Town Manager's Report Manager's Report 09/13/16**

Public Works has started working on the Woods Pond bathroom. As a result of reviewing the structural components, concerns were raised regarding the structural integrity of the building. It was concluded that the best course of action was demolishing the structure with the intent of re-using whatever could be salvaged. A test pit was dug which indicated that the building could be set lower. We have taken pictures throughout the process to document the deficiencies. Reconstruction will utilize remaining Community Development Block Grant funds and Town funds.

The first round of Fire Chief interviews were held by the Fire Chief Interview Panel last Thursday. Three candidates were interviewed. Second interviews will be held this week.

After physically inspecting all the Town eateries on the Wastewater System, making adjustments and reviewing flows to the two Town septic disposal areas with the assistance of Woodard & Curran, a total of 235 Equivalent Users was determined. Currently, the Dodge Field can accommodate 37 additional Equivalent Users and the Lower Ballfield can accommodate 20.

The town of Bridgton is pleased to announce that the 2016 AAA Glidden Auto Tour will be stopping for morning coffee in Bridgton this Thursday, September 15th. They will be utilizing the Depot Street parking lot as well as Depot Street. The tour will also include a visit with the students at Stevens-Brook Elementary School. The cars will be in the area from around 8 AM to 10 AM. Over 400 registrants will be participating in this tour along with almost 200 antique cars (pre-1943 specifically.) Their tour is based in North Conway for a weeklong tour of the area. Participants will be here from 33 states in the US, and from Canada. Please note traffic may be diverted and delayed during the morning hours to accommodate the cars as they traverse arriving around 8:30 AM from Denmark down South High Street, down Main Street and into Depot Street's parking lot and along the street. They will leave through the Stevens Brook School, to visit the students, out to Portland Road, down Main Street and up North High Street and taking Route 93 to their next destination. The Select Board has closed the town owned portion of the Depot Street parking lot on the town side to accommodate the cars. Extra cars will be temporarily parked along Depot Street as well. A number of cars will also traverse to the Bridgton Health Center to visit with residents.

Morning coffee and snacks will be provided by Towanda's and Beth's Café at the Bridgton Community Center, also the Clipper Merchant Tea house will set up at the lobby of the Magic Lantern Movie Theater. The Bridgton-Lakes Region Rotary Club and the Lions Club will be on hand to help and welcome the tour participants. The town is grateful for this wonderful support! The public is encouraged to come and see the cars and show what a great community we have here in Bridgton so they will return to see us again!

### **6. Public Hearing at 6:00 P.M.**

**a. Public Hearing to Comment on the Maine Municipal Association Model Ordinance for General Assistance Including Appendices A through D for the Period of October 1, 2016 until September 30, 2017**

Addressed earlier in the agenda.

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### **b. Public Hearing to Comment on an Application from Clipper Merchant Tea House for a New Liquor License**

Addressed earlier in the agenda.

### **7. Action Items Following Public Hearing**

#### **a. Adopt the Maine Municipal Association Model Ordinance for General Assistance Including Appendices A through D for the Period of October 1, 2016 until September 30, 2017**

Addressed earlier in agenda.

#### **b. Liquor License to Clipper Merchant Tea House**

Addressed earlier in the agenda.

### **8. Treasurer's Warrants**

**Motion** was made by Selectman McHatton to approve Treasurer's Warrants 18, 19, 20, 21, 22, 23 and 24; 2<sup>nd</sup> by Selectman King. 5 approve/0 oppose

### **9. Committee Reports**

None.

### **10. MSAD #61**

None.

### **11. Public Comments and Presentations (*Each speaker may be limited to 3 minutes.*)**

Mark Lopez addressed the Board about the problems with the bathroom at Woods Pond. He asked what the Town was going to do for accountability now and in the future on projects. Chairman Watkins responded to Mr. Lopez by mentioning the process for the future will be discussed later in the meeting. Mr. Lopez suggested that the contractor be required to pay for a third party for inspections. As it may be cheaper that the Town hiring a "clerk of the works". Mr. Lopez offered to assist the public works department in building the bathhouse.

Barry DeNofrio asked that the Board consider future environmental issues when undertaking future construction projects.

### **12. Old Business (*Board of Selectmen Discussion Only*)**

#### **a. Clerk of the Works**

Chairman Watkins reviewed the thought process behind this agenda item. Vice Chairman Zaidman stated that he is willing to volunteer for this position and offered his own services as well as Mr. Wayne Warner. Vice Chairman Zaidman asked for a legal opinion from MMA on conflict of interest. Town Manager Peabody stated that in other discussions with HEB they do clerk of the works services and asked them to provide a quote. Chairman Watkins and Selectman Hoyt found Mr. Lopez's comments an interesting avenue. Selectman Hoyt stated that the Town consult with similar businesses about the information of costs. Further discussion ensued.

#### **b. Wastewater Update**

Town Manager Peabody updated the Board of Selectmen during the Manager's Report. He stated that the equivalent users have been determined and he will have proposed budgets shortly. Chairman Watkins stated that there will be additional meetings that will need to happen before the budget can be addressed.

#### **c. Main Street Improvement Project Update**

Director Krieg reviewed her memorandum. The Board asked Director Krieg and Director Kidder several questions about timelines, budgeting, parking, etc., which was responded to by both parties. Chairman Watkins suggested a public information session, Director Krieg recommended having two sessions with the first being after the traffic analysis was done and also doing outreach to fine tune the rest of the plan between the intersections.

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**13. Dates for the Next Board of Selectmen's Meeting and/or Workshop**

September 20, 2016 (Workshop with GPCOG); September 27, 2016; October 11, 2016 and October 25, 2016

**14. Executive Session**

**a. Per MRS Title 1, Chapter 13 §405.6.D. Discussion of Labor Contracts**

**Motion** was made at 7:45 P.M. by Selectman McHatton to enter into executive session; 2<sup>nd</sup> by Selectman King. 5 approve/0 oppose

**Motion** was made by Selectman King at 8:12 P.M. to exit executive session; 2<sup>nd</sup> by Selectman Hoyt. 5 approve/0 oppose

**15. Action Items Following Executive Session**

**a. Public Works Contract Ratification**

**Motion** was made by Selectman King to ratify the Public Works Contract; 2<sup>nd</sup> by Vice Chairman Zaidman. 5 approve/0 oppose

**Executive Session**

**Motion** was made by Selectman McHatton to enter executive session per M.R.S. Title 1, Chapter 13 §405.6.A.1 at 8:14 P.M.; 2<sup>nd</sup> by Selectman King. 5 approve/0 oppose

**Motion** was made by Selectman King to exit executive session at 9:55 P.M. 5 approve/0 oppose

**16. Adjourn**

Chairman Watkins adjourned the regular meeting at 9:55 PM.

Respectfully,

Dawn E. Taft  
Deputy Town Clerk