

Board of Selectmen's Meeting Minutes

May 10, 2016; 5:00 P.M.

Board Members Present: Bernard N. King, Jr., Chairman; Robert J. McHatton, Sr., Vice-Chairman; Kenneth J. Murphy; Paul E. Hoyt; Gregory N. Watkins
Student Representative Colleen Messina

Administration Present: Town Manager Robert Peabody; Town Clerk Laurie Chadbourne; Public Works Director Jim Kidder; Community Development Director Anne Krieg; Finance Officer Charisse Keach

1. Call to Order

Chairman King 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. April 26, 2016

Motion was made by Selectman Watkins for approval of the minutes from the April 26, 2016 Board Meeting; 2nd from Selectman Murphy. 5 approve/0 oppose

4. Correspondence and Other Pertinent Information

a. Community Development Block Grant Program Modification Request

The owners of the property on 55 Main Street want to continue with the parking lot project, but want to wait until after July 1st. The \$30,000 that the Town set aside needs to be spent before June 30th. The upcoming CDBG budget includes \$30,000 for the Salmon Point bathroom project. It has been requested that the projects be switched and in order to do so requires a public hearing and vote of the Board. The Board directed Ms. Krieg to move forward.

b. Request for Support from the Village Folk Festival

Lucia Terry, representing the Village Folk Festival, provided a letter indicating the dates (August 19th and 20th) and times for the event. Ms. Terry was present and requested closure of a portion of Depot Street on Friday and Saturday from 8:00 A.M. until 10:00 P.M. as well as use of a portion of the Depot Street parking lot. Town Manager Peabody suggested that the Board take action on this request at their next meeting (May 24th).

5. New Business

a. Permits/Documents Requiring Board Approval

1. Victualer's License and Liquor License Renewal to Beef & Ski Restaurant

Motion was made by Selectman Watkins for approval of the Victualer's License and Liquor License renewal to Beef & Ski Restaurant; 2nd from Selectman Murphy. 5 approve/0 oppose

2. Victualer's License and Liquor License Renewal to Tom's Homestead

Motion was made by Selectman Hoyt for approval of the Victualer's License and Liquor License renewal to Tom's Homestead subject to payment of past due personal property taxes; 2nd from Selectman Watkins. 5 approve/0 oppose

3. Victualer's License to Subway

Motion was made by Selectman Hoyt for approval of the Victualer's License to Subway; 2nd from Selectman Murphy. 5 approve/0 oppose

4. Forest Hills Annex Cemetery Deed to Donna Watkins, Section I, Lot 16B

Motion was made by Vice-Chairman McHatton for approval of the sale of Section I, Lot 16B (2 grave lot) at Forest Hills Cemetery Annex to Donna Watkins; 2nd from Selectman Hoyt. Selectman Watkins disclosed that he is related to Donna Watkins. 4 approve/0 oppose/1 abstention (Watkins abstained)

5. Certificate of Sewer Commitment of Sewer Rates #167

Motion was made by Selectman Hoyt to commit the Sewer User Rates Commitment #167 totaling \$14,869.14 comprising of three pages to the Treasurer for collection; 2nd from Vice-Chairman McHatton. 5 approve/0 oppose

6. Certificate of Sewer Commitment of Sewer Rates #168

Motion was made by Vice-Chairman McHatton to commit the Sewer User Rates Commitment #168 totaling \$4,124.54 comprising of one page to the Treasurer for collection; 2nd from Selectman Murphy. 5 approve/0 oppose

7. Fundraiser at Pondicherry Park; Rise Up & Walk for Hunger

Feeding for Jesus Ministries is seeking permission to use Pondicherry Park for a Rise Up & Walk for Hunger on Saturday, June 25, 2016. Monies raised from this walk will be used for hunger relief initiatives in our community. The total raised will be divided evenly between the following food pantries: Bridgton United Methodist Church, Casco Alliance Church, Casco Village Church, Crosswalk Community Outreach in Naples, Naples United Methodist Church and Seventh Day Adventist Church in Harrison. Feeding for Jesus will also receive a portion to be used for the weekend food bags for the schools in SAD 61. Permission was granted in December, 2015 by the Pondicherry Park Committee to use the park for the Rise Up & Walk for Hunger. **Motion** was made by Selectman Hoyt for approval of the event; 2nd from Selectman Murphy. 5 approve/0 oppose

8. Application for Catered Function by Qualified Catering Organization; Lake Region Caterers at Bridgton Academy on May 19th from 5PM until 9:30PM for the Greater Bridgton Chamber of Commerce Annual Dinner

Motion was made by Selectman Hoyt for approval of the Application for Catered Function by Qualified Catering Organization; 2nd from Vice-Chairman McHatton. 5 approve/0 oppose

9. Accept Payment and Approve Quitclaim Deed to JKIT Land Management; Map 8, Lot 23D

Motion was made by Selectman Hoyt to accept payment and approve the Quitclaim Deed to JKIT Land Management, LLC for property on Map 8, Lot 23D; 2nd from Vice-Chairman McHatton. 5 approve/0 oppose

b. Awards and Other Administrative Recommendations

1. Adam Perron Memorial Plaque

Adam Perron served as Chairman of the Pondicherry Park Steering Committee and was a highly regarded environmentalist and teacher. There is a granite bench in Pondicherry Park available for a memorial plaque. **Motion** was made by Selectman Watkins to direct the Town Manager to partner with the Pondicherry Park Committee in dedicating a granite bench in memory of Adam Perron with the funding to come from the Pondicherry Park Reserve and/or Contingency; 2nd from Selectman Hoyt. 5 approve/0 oppose

2. Review and Approval of Annual Fee Schedule

The Board requested that the fees from the Transfer Station be included and that each department head review the schedule and provide suggestions for Board review. **Motion** was made by Selectman Watkins to table this item to the June 28th meeting; 2nd from Selectman Hoyt. 5 approve/0 oppose

3. Proposed Guidelines for Health Incentive Program Funding

Charisse Keach, Finance Officer and Safety Committee Member, was present and reported that the purpose of establishing the Health Incentive Program is to provide an additional benefit and funding source for our employees and covered dependents to take advantage of programs encouraging a healthier lifestyle. **Motion** was made by Selectman Murphy to approve the Guidelines for Health Incentive Program Funding; 2nd from Vice-Chairman McHatton. 5 approve/0 oppose

c. Selectmen's Concerns

- **Vice-Chairman McHatton** asked when the funding for BRAG (Bridgton Recreation Advancement Group) will be discussed to which Town Manager Peabody responded under agenda item 12.e.
- **Vice-Chairman McHatton** reported that his sister is no longer a camper at Salmon Point Campground.
- **Vice-Chairman McHatton** reported that he and the Deputy Town Manager met with Julie Mannix regarding the Farmer's Market.
- **Selectman Hoyt** commended the work done at Salmon Point.
- **Selectman Watkins** reported that at the last meeting, the Board has asked him to move forward with the nomination process for the Spirit of America Award; he provided a nomination form and timing guidelines to be able to present this award at Annual Town Meeting. Selectman Watkins stated, "This year Bridgton Board of Selectmen is proud to accept nominations from the townspeople for an individual or group from within the municipality to be considered for the 2016 Spirit of America award for their continued service and dedication to the town in the spirit of volunteerism. The deadline for residents to drop off nomination forms to the town office is 4:00PM on Thursday May 19, 2016. The criteria for the award are impact, compassion, intensity and longevity for volunteer efforts for the community of Bridgton. Nomination forms are available at the town office during business hours or can be found and printed on the town website www.bridgtonmaine.org. Please be prepared to give examples of the nominee's volunteer efforts when filling out a nomination form." The consensus of the Board was for approval of the process as presented; the Board thanked Selectman Watkins.
- **Selectman Murphy** had no concerns.
- **Student Representative Messina** asked what the plan is for the monument on top of Main Hill. Chairman King responded that there are no immediate plans. Town Manager Peabody added that the monument is one of the areas being looked at in the streetscape project; preliminary plans are available for review in the Board of Selectmen's Meeting Room (upstairs) and public comments are welcome and encouraged.
- **Chairman King** said that every time he goes by the skateboard park there are no skateboarders, just cars and bikers and suggested that the Board pull that whole park out of that area. Selectman Watkins suggested relocating the equipment to the park beside the Police Station. Vice-Chairman McHatton believes that the Town should invest in the Park because closing it would create bigger problems. Selection Hoyt asked how much money is in the budget for the Skateboard Park to which Town Manager Peabody responded, "zero."

c. Town Manager Report

Town Manager Peabody submitted and read the following report into the record:

"Manager's Report 05/10/16"

The candidate roster is set for the Town Meeting election: Kenneth Murphy and Karen Hawkins for the one Selectman's seat; Deborah Brusini, Donald Collins and Catherine Pinkham for the two Planning Board member openings; Debra Albert and Karen Eller for the two MSAD Director seats and Wesley Gorman for the one Water District Trustee seat.

I have received notification from the Public Works Union regarding starting contract negotiations.

The new lots at Salmon Point Campground are completed as is the lagoon project. All but one of the new lots is rented. Once again, we will be using Lot 1 for short-term rentals. Presently one lot, Lot 38, is not rented.

The property at 15 Walker Street has been put out to bid. The minimum bid is \$20,000 and bids are due on or before Wednesday, May 25th at 4:00pm. Information is available at the Town Office and website in the Public Announcements drop down.

Before you tonight are the April financials and the Revenue and Expenditure Summary Report. As you will note, the benchmark is 83% for the month. Revenues are at 90.2% and Expenditures at 85%."

6. Public Hearing (6:00 P.M.)

- a. To accept oral and written comments on an application from Beef and Ski Restaurant (243 Portland Road) for a Special Amusement Permit

Chairman King opened the public hearing at 6:05 P.M. There were no public comments. Chairman King closed the public hearing at 6:05 P.M.

- b. To accept oral and written comments on an application from Punkin Valley Inn (1270 North High Street) for a Special Amusement Permit

Chairman King opened the public hearing at 6:06 P.M. There were no public comments. Chairman King closed the public hearing at 6:06 P.M.

- c. To accept oral and written comments on an application from Towanda's Specialty Food & Deli for a New Liquor License

Chairman King opened the public hearing at 6:07 P.M. There were no public comments. Chairman King closed the public hearing at 6:07 P.M.

- d. To hear public comment on the following questions that will be presented to the voters via referendum ballot on June 14, 2016:

Chairman King opened the public hearing at 6:08 P.M.

- Question 1. Shall an Ordinance entitled "June 14, 2016 Amendments to the Bridgton Sewage Ordinance to Promote Economic Development in the Downtown Area by Revising the Current Method of Sewer Allocation to Free Up Existing Unused Capacity in the Bridgton Sewer System" be enacted? [Board of Selectmen Recommend a "YES" Vote]

Vice-Chairman McHatton reported that the reason this issue is coming back to the voters for a second vote is because the voters were blindsided with misinformation last November. Chairman King added that passage will not affect property taxes, only the users on the system will be affected.

- Question 2. Shall an Ordinance entitled "June 14, 2016 Amendments to the Town of Bridgton Shoreland Zoning Ordinance" be enacted? [Board of Selectmen Recommend a "YES" Vote]

There were no public comments.

- Question 3. Shall an Ordinance entitled "June 14, 2016 Amendments to the Town of Bridgton Site Plan Review Ordinance" be enacted? [Board of Selectmen Recommend a "YES" Vote]

There were no public comments.

- Question 4. Shall an Ordinance entitled "June 14, 2016 Amendments to the Town of Bridgton Tower Ordinance" be enacted? [Board of Selectmen Recommend a "YES" Vote]

There were no public comments.

- Question 5. (BY CITIZEN PETITION) "Set town funding of the Bridgton Food Pantry at \$10,000 per year starting in FY 2016-17 to cover increased expenses and costs of running our vitally important local food pantry." [Board of Selectmen Recommend a "NO" Vote]

Penny Robbins, Director of the Food Pantry, clarified that the request is for this fiscal year only. Chairman King responded that the wording on the ballot is the language from the petition.

Mr. Howe asked why the Board is recommending a "no" vote. Chairman King responded that the Board was concerned with the increase in taxes. Vice-Chairman McHatton added that because there are no income guidelines, he does not support funding.

Michael Vorce said that he has benefited from the food pantry for four years and it has been a big help. He added that there are many people that take advantage of the food pantry that do not have high income and are very grateful for the help. He expressed appreciation and gratitude for the food pantry.

Lucia Terry said that the request is not a lot of money but there is a lot of hungry people in this town.

Ray Baldwin said that he is 69 years of age and it's hard to make ends meet on social security. He takes advantage of the food pantry and hopes everyone will keep the food pantry going as it's a benefit to all.

Karen Hawkins said that she is a member of the Board of Directors for the food pantry and that if a client feels they need food due to a hardship, the pantry will serve them no matter what their income is. She added that there are over 6,000 hours of combined volunteer time and all the money received goes directly into buying food. She is ashamed that the Board did not vote to support the ballot question.

George Bradt cleared up any financial confusion by stating that if a house has an assessed value of \$100,000, a taxpayer would pay \$1,000 in taxes and if the question has passage, that same taxpayer would pay one more dollar, which represents a one cent increase. If a house has an assessed value of \$200,000, the taxpayer would pay an additional two dollars. Mr. Bradt thanked the public for attending the meeting to support the food pantry. Mr. Bradt stated that the Board of Selectmen also hold the title of Overseers of the Poor to which Chairman King responded that the Town offers a general assistance program. Mr. Bradt asked, "Who are we to judge a person that seeks help at the food pantry?" Mr. Bradt reported that there are at least ten families living in extreme poverty and do not know where their next meal will come from; funding the food pantry is an inexpensive way for us all to chip in.

Vice-Chairman McHatton asked why the food pantry did not request funding during the budget process to which Mr. Bradt responded that the Board had cut funding a few years ago and he assumed that meant that the Board no longer supported the organization. Vice-Chairman McHatton added that this is a new Board that never had the opportunity to respond to a request for funding. Mr. Bradt said that he believed the petition process was the right thing to do.

Selectman Watkins noted that at the last meeting there was discussion that there are no restrictions or documents about eligibility for use of the food pantry but there has been made mention of applications and punch cards to which Ms. Hawkins responded that clients must provide proof that they live in Bridgton. Ms. Robbins added that the Good Shepard Food Bank does not allow the pantry to request additional information but that punch cards are provided to know that each client has received their monthly allotment. Ms. Robbins said that CDBG does require income information but that the food pantry does not keep these records. She added that if someone needs food, the pantry gives them food.

Selectman Watkins said that there seems to be discrepancy on how the petition is worded and the intention to which Town Manager Peabody responded that we can't go by intention, we have to use the petition language as submitted.

Ms. Hawkins said that the food pantry was unorganized for many years and Ms. Robbins has now organized the program and was unaware that the group could request Town funding. Vice-Chairman McHatton suggested that the group contact the Town Manager for additional information on the budget process and timeline.

Selectman Hoyt asked what other income sources the pantry has to which Ms. Robbins responded that they apply for grants, the Methodist Church donates use of the building and both Hannaford and Food City donate products to the pantry.

Vice-Chairman McHatton encouraged the public to vote by secret ballot on June 14, 2016.

Robin Guthrie said that she uses the food pantry and the request for funding is not a lot of money.

Allison Guthrie said that the general assistance standards do not help and that she would go hungry if the food pantry did not help.

Chairman King closed the public hearing at 6:48 P.M.

7. Action Items Following Public Hearing

a. Special Amusement Permit to Beef and Ski Restaurant

Motion was made by Selectman Hoyt for approval of the Special Amusement Permit to Beef and Ski Restaurant; 2nd from Selectman Murphy. 5 approve/0 oppose

b. Special Amusement Permit to Punkin Valley Inn

Motion was made by Selectman Hoyt for approval of the Special Amusement Permit to Punkin Valley Inn; 2nd from Selectman Murphy. 5 approve/0 oppose

c. Liquor License to Towanda's Specialty Food & Deli

Motion was made by Selectman Murphy for approval of the Liquor License to Towanda's Specialty Food & Deli; 2nd from Selectman Hoyt. 5 approve/0 oppose

8. Treasurer's Warrants

Motion was made by Selectman Watkins for approval of Treasurer's Warrants numbered 116, 117, 118, 119 and 120; 2nd from Selectman Hoyt. 5 approve/0 oppose

9. Committee Reports

Lucia Terry reported that the next Wastewater Committee is scheduled for Thursday, May 12th at 6:00 P.M. The Committee will prepare a public statement. She noted that Nextgen is doing work to put out really good information and they are especially targeting those that are most likely to vote in June. The Committee believes that there is another piece to the vote and that the Committee's role is to educate, urge a "yes" vote and to get the message out to those that are not likely to vote but would come out and vote with an understanding of how important this is. Ms. Terry added that the meetings are all open and public input is welcome and encouraged.

Selectman Hoyt requested that the Town Manager put together a letter from the Board for the newspaper prior to the next meeting.

10. MSAD #61

The MSAD 61 District Budget Meeting is scheduled for May 17th at Lake Region High School.

The MSAD 61 Budget Validation Referendum is scheduled for May 31st at the Town Hall (polls are open from 8:00 A.M. until 8:00 P.M.)

Town Manager Peabody reported that he and Director Krieg met with Superintendent Smith and the Adult Education Coordinator and they are very interested in partnering with the Town and looking at the building on Nulty Street for possible relocation for adult education.

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

Robert Howe asked if funding for the new full time police officer position and full time fire chief position will be voted on at Town Meeting to which Town Manager Peabody responded that both positions are included in the respective department budgets (they are not separate articles).

David Bush, Bridgton resident and BRAG Board Member, requested that the Board consider the request for funding in the amount of \$50,000 in fiscal year 2016-17 in lieu of the complex being taken over by the Town. He reported that this is the fourth year that the fields have been used by various sports. BRAG does not have the ability to complete the check list of items before turning it over to the Town because all the money that is being raised has been spent on maintenance issues. \$50,000 in funding from the Town would allow the BRAG Board of Directors to focus on the other items of importance on the check list.

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

a. Comprehensive Plan

Director Krieg reported that one of the implementation strategies within the Comprehensive Plan is to have the downtown merchants coordinate marketing as a group and she was excited to report that this is happening.

b. Streetscape Project

Director Krieg reported that the sketches have been put up in the lobby for public viewing and amendment suggestions. The architect would like to present a draft to the Board and review the whole project. The Board opted to begin the meeting on May 24th at 4:00 P.M. with a workshop session to review the streetscape project.

d. Bridgton Microloan Program

Director Krieg requested that the Board edit the guidelines or authorize her to commence the Microloan Program. Selectman Hoyt noted that the previous loan was \$25,000 and is now being recommended at \$10,000 to which Director Krieg explained she is recommending \$10,000 to allow more businesses the opportunity. **Motion** was made by Selectman Hoyt for approval of the Bridgton Microloan Program; 2nd from Selectman Murphy. 5 approve/0 oppose

Town Manager Peabody commended Director Krieg for a job well done.

c. Garden on Park Street

Town Manager Peabody reported that continued maintenance of the garden would fall under the “Rules & Regulations Regarding Use of Town Owned Parks and Properties by Private Groups.” He added that with the setback from the water, about 50% of the area could be paved. **Motion** was made by Vice-Chairman McHatton to allow Marguerite Wisner to continue to garden in that area subject to following the use of Town Owned Property Policy and application process; 2nd from Selectman Murphy. 5 approve/0 oppose

e. Approval of Annual Town Meeting Warrant

Motion was made by Selectman Murphy to take the BRAG issue “off the table;” 2nd from Selectman Watkins. 5 approve/0 oppose

Vice-Chairman McHatton proposed three things: 1) the Board consider taking the fields over or; 2) that Selectman Hoyt and Vice-Chairman McHatton be removed as liaisons and be replaced with Selectman Murphy and Selectman Watkins to negotiate with BRAG and bring the proposal to take over the fields to the voters via referendum ballot in November or; 3) add \$50,000 to BRAG in the Annual Town Meeting Warrant as requested.

Selectman Watkins said that there have been many hands involved in the project, and all with good intentions. He proposed a workshop with the Board of Selectmen, BRAG Members, Planning Board Members and the Code Enforcement Officer to work through item by item and ensure that everyone in attendance has a clear picture of the direction going forward. Vice-Chairman McHatton concurred and added that this would work nicely with the second proposal to seek voter consideration in November.

Town Manager Peabody noted that the request for \$50,000 to BRAG would stay with the Town and BRAG would present bills to the Manager for review and payment.

The Board directed that the Town Manager coordinate the workshop session.

Motion was made by Selectman Hoyt to amend the Annual Town Meeting Warrant to include \$50,000 to BRAG; 2nd from Vice-Chairman McHatton. 5 approve/0 oppose

Selectman Hoyt asked for clarification of Salmon Point revenue to which Town Manager Peabody responded that \$58,401 is used to offset staff time and the playground.

Selectman Hoyt asked for clarification of \$105,000 under Capital Expenditures to which Town Manager Peabody will provide the details to Selectman Hoyt after reviewing the account.

Motion was made by Vice-Chairman McHatton for approval of the Annual Town Meeting Warrant as amended (to include \$50,000 to BRAG under Article 16); 2nd from Selectman Murphy. 5 approve/0 oppose

13. Dates for the Next Board of Selectmen's Meeting and/or Workshop
May 24, 2016 and June 14, 2016

Vice-Chairman McHatton suggested that the Town print signs mandating that shirts and shoes are required in public buildings to which Chairman King responded that he has been researching this issue and will provide information to the full Board at a later time.

14. Executive Session per MRS Title 1, Chapter 13 § 405.6.D.

a. Discussion of Labor Contracts (Police and Public Works Union Contracts)

Motion was made by Vice-Chairman McHatton to enter into executive session at 7:53 P.M. per MRS Title 1, Chapter 13 §405.6.D. to discuss labor contracts; 2nd from Selectman Watkins. 5 approve/0 oppose

Motion was made by Selectman Watkins to exit executive session at 8:45 P.M; 2nd from Selectman Murphy. 5 approve/0 oppose

15. Acton Items Following Executive Session

a. Authorize the Town Manager to Negotiate Police and Public Works Union Contracts on Behalf of the Town

Motion was made by Selectman Murphy to authorize the Town Manager to negotiate police and public works union contracts on behalf of the Town; 2nd from Vice-Chairman McHatton. 5 approve/0 oppose

16. Adjourn

Chairman King adjourned the meeting at 8:46 P.M.

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk