

# Board of Selectmen's Meeting Minutes

## February 27, 2018; 5:00 P.M.

Board Members Present: Gregory N. Watkins, Chairman; Glenn R. Zaidman, Vice-Chairman; Robert P. Murphy; Robert J. McHatton, Sr.; G. Frederick Packard

Administration Present: Town Manager Robert Peabody; Deputy Town Manager Georgiann Fleck; Town Clerk Laurie Chadbourne; Public Works Director Jim Kidder; Fire Chief Steve Fay

### 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. February 13, 2018

**Motion** was made by Selectman Packard for approval of the minutes from the February 13, 2018 Board Meeting; second from Selectman Murphy. 5 approve/0 oppose

### 4. Public Comments and Presentations on Non-Agenda Items

Ursula Flaherty asked for a status update regarding the Community Development Director position to which Chairman Watkins responded that the Board is waiting to receive the recommendation from Greater Portland Council of Governments. Town Manager Peabody expects this recommendation to arrive within the next several days.

Ursula Flaherty voiced concerns regarding the lack of affordable housing in Bridgton. She noted that this is an economic development benefit and will forward some of her research findings to the Board for review. Chairman Watkins responded that part of the Comprehensive Plan is to study resources and housing needs.

### 5. Committee Reports

There were no committee reports.

### 6. Correspondence and Other Pertinent Information

There was no correspondence or other pertinent information.

### 7. New Business

a. Awards and Other Administrative Recommendations

1. CDC Recommendations for Public Service/Staff Recommendations to BOS on Infrastructure Projects

The following applications were recommended by the Community Development Committee:

CDBG Service Applications:

Navigator: \$6,340

Backpack program: \$5,000

Family Crisis: \$4,000

CDBG Bricks and Mortar Applications:

Lower Main Street: \$45,000

Skating Rink: \$35,000

Harmon Field: \$45,000

Chairman Watkins asked if there were any questions on the CDBG Service Applications as recommended by the Committee. Chairman Watkins noted that Family Crisis makes application through CDBG and also submits a request to the Town as an outside agency. **Motion** was made by Selectman McHatton to increase the CDBG funding to \$6,000 for Family Crisis; second from Vice-Chairman Zaidman. 5 approve/0 oppose **Motion** was made by Selectman McHatton to approve the recommendations for funding the Navigator and Backpack programs; second from Vice-Chairman Zaidman. 5 approve/0 oppose [total of the service applications: \$17,340]

Chairman Watkins asked if there were any questions on the CDBG Bricks and Mortar Applications as recommended by the Committee. Chairman Watkins questioned the longevity of the Ice Rink building to which Town Manager Peabody responded that the building cannot be sold and must have continued use, project improvements include the fan and exhaust which will enhance winter use. Public Works Director Kidder added that the warming room needs repair but the rest of the building is in good shape. Chairman Watkins voiced concerns regarding the pipes and lines surfacing at the ball field and believe the funding would be better spent by making improvements to the groundwork before replacing the snack shack. Town Manager Peabody noted that the project funds do not allow for those types of improvements. He added that the snack shack has been recommended by the Recreation Director through feedback from the users, players, parents and residents. **Motion** was made by Selectman McHatton for approval of the Lower Main Street Project (\$45,000), Skating Rink Project (\$35,000) and Harmon Field Project (\$45,000) as recommended; second from Selectman Packard. 4 approve/1 oppose (Watkins opposed)

b. Permits/Documents Requiring Board Approval

1. Victualer's License to Venezia Ristorante

**Motion** was made by Vice-Chairman Zaidman to approve a Victualer's License for Antoinetta Orlandella dba Venezia Ristorante; second from Selectman Murphy. 5 approve/0 oppose

c. Selectmen's Concerns

- **Selectman McHatton** reported that the Historical Society is planning multiple events to celebrate the 250<sup>th</sup> anniversary. A second group is planning a one or two day event to include bands, road closure and they will be making their presentation to the Board as well. Consensus of the Board is to request those interested request appointment to the Events Committee (which currently has only one member).
- **Selectman Packard** had no concerns.
- **Selectman Murphy** had no concerns.
- **Vice-Chairman Zaidman** voiced concerns regarding information he received that the Water District is not able to provide new businesses with water service. **Motion** was made by Vice-Chairman Zaidman to invite Trustees of the Bridgton Water District to attend a workshop session for discussion of town growth; second from Selectman Murphy. 5 approve/0 oppose
- **Vice-Chairman Zaidman** asked for a status update of the senior tax relief program to which Town Manager Peabody responded that he will have the document complete within the next several days.
- **Vice-Chairman Zaidman** requested that Board members review the website [www.aset911.com](http://www.aset911.com) prior to the budget meeting on Thursday.
- **Motion** was made by **Vice-Chairman Zaidman** to reconsider the motion made on January 30, 2018 to conduct a joint meeting with the Planning Board; second from Selectman Packard. 5 approve/0 oppose
- **Motion** was made by **Vice-Chairman Zaidman** to rescind the motion made on January 30, 2018 to conduct a joint meeting with the Planning Board; second from Selectman Packard. 5 approve/0 oppose
- **Chairman Watkins** had no concerns.

d. Town Manager's Report/Deputy Town Manager's Report  
Deputy Town Manager Fleck submitted and read the following:

**DEPUTY TOWN MANAGER'S REPORT**  
**February 27, 2018**

**Town Clerk**

**Nomination papers** will be available on Friday, March 2, 2018 at the Town Clerk's Office for the following offices:

Two (2) Selectman/Assessor/Overseer of the Poor for three (3) year term;

Two (2) Planning Board Member for a three (3) year term;

One (1) Planning Board Member for a two (2) year term;

One (1) Planning Board Alternate Member for a three (3) year term;

Two (2) MSAD 61 Director for a three (3) year term;

One (1) Trustee of the Water District for a three (3) year term;

Filing deadline is the close of business hours on Friday, April 13, 2018.

**Fire Department**

On Tuesday February 20<sup>th</sup> The Fire Department met with the Planning Board to review and update the Town of Bridgton's **Fire Protection Ordinance**.

On behalf of the Bridgton Fire Department, Chief Fay would like to thank **Denmark, Fryeburg and Harrison Fire Departments for their assistance** at the fire last Thursday the 22<sup>nd</sup>. Also a special thank you to the **Sweden Fire Department** for covering Bridgton's downtown station through the entire event.

Bridgton Fire Department is **accepting applications**. To become a member please contact Chief Fay at 647-8814.

**Police Department**

The Bridgton Police Department and Maine State Police participated in a **lock-down drill at Stevens Brook Elementary School** last week. This was a planned event that had been on the calendar for weeks prior to the latest tragedy in Florida. The Police Chief would like to commend the teachers and staff at Stevens Brook for their diligence in protecting our students.

Bridgton Police Department was awarded a **"distracted driving" grant** from Maine Highway Safety to conduct enforcement of our distracted driving laws. Officers have been out watching for drivers using their phones and taking appropriate action. Operators under 18 are prohibited to use any mobile device and texting while driving is a \$310 fine first offense for all operators. If you're using a mobile device, you are not driving the vehicle.

**General**

**Gisele Perry**, Part-time per-diem Assistant Clerk, submitted her resignation effective February 23, 2018.

There are three exams necessary to become a **Local Plumbing Inspector (LPI)**. Last year **Brenda Day**, Administrative Assistant, passed two of the three necessary and recently finalized the process by passing the Legal Issues portion with a test score of 94. Congratulations to Brenda!

We would like to thank everyone that filled out the **wastewater survey** for the Town of Bridgton. For their efforts they were automatically entered into a **drawing** for a \$50.00 gift card to Food City and a \$50.00 gift card to Hannaford. As a result, the gift cards were delivered today to two unsuspecting and very happy individuals. Congratulations to them both.

**Financials**

Before you tonight is the **Revenue and Expenditure Summary Report for the month of January 2018**. The benchmark is 58.3% for the month. Revenues are at 65.3% and Expenditures are at 59.9%

Respectfully submitted,  
Georgiann M. Fleck  
Deputy Town Manager

Town Manager Peabody submitted and read the following ongoing projects:

<b>Wastewater Expansion</b>	Interview survey completed awaiting third-party review; submittal process to Rural Development underway
<b>Phase II Streetscape (Main Street)</b>	Public forum with Main Street businesses held; workshop with Selectboard
<b>Streetscape (Lower Main Street)</b>	Project submitted for approval as a CDBG Project; met with Milone & McBroom
<b>Intersection Study</b>	Met with Milone & McBroom to review survey and discuss options
<b>Bridgton Memorial School</b>	Awaiting site sketch from SAD 61
<b>Marketing/Branding</b>	New video should be available in the next 30-days; researching ad placements; ad appeared in February/March issue of Portland Monthly and another will appear in the July/August issue
<b>Trademarking Brand</b>	Maine approved, Federal process partially completed have filed an objection to some exclusions
<b>Town Office Roof</b>	Work is on hold, weather dependent
<b>Town Office Security</b>	Installation mostly completed, added three doors
<b>BCC Negotiations</b>	Met with Selectboard and responded to the Community Center counter
<b>GIS</b>	Project is moving forward
<b>Good Neighbor Code</b>	Administrative draft being circulated for internal review
<b>Website Development</b>	Minor fine-tuning; trying to keep up current on postings
<b>Road Survey</b>	Jim continues to work with LEA; exploring tie-in with GIS
<b>Depot Street</b>	Jim is exploring options for the grassed area; Perennial Point of View will submit a proposal
<b>Town Hall Door</b>	Repairing in-house; in the process
<b>Salmon Point Bathroom</b>	Exterior completed, some interior work needing completion
<b>Rte 302/Sandy Creek Rd</b>	Sent letter to delegation and heard back from both, nothing from MDOT
<b>Safety Manual Updates</b>	Charisse is working with MMA & Dept Hds
<b>Budget Development</b>	Manager's Budget presented to Selectboard
<b>CDBG 2018/19</b>	Met with CDC who approved Service Agencies requests and bricks & mortar projects; awaiting Selectboard approval
<b>BCC Roof</b>	Roof deck completed rest of repairs to be completed in Spring
<b>Fire Code</b>	Met with attorney and Planning Board and reviewed; back with attorney
<b>Personnel Policy</b>	Intending to begin review after operational budget process completion, development of Salmon Point budget and Wastewater budget
<b>Salmon Point New Lots (3)</b>	Roughed out awaiting Spring to put in pedestals; appears that all three will be rented for the new season
<b>Wastewater Budget Preparation</b>	Not started
<b>Salmon Point Budget Preparation</b>	Not started
<b>Park Street Pump Station Project</b>	Installation of 6" pig launch, temporary pumping, demo of the existing DI piping in the wet well and replacement of the check valve, and associated piping with schedule 80 PVC for April

Vice-Chairman Zaidman noted that the Water District is a water company that is established by Maine Statutes and reports to the Public Utilities Commission. He added that any issues or concerns should be addressed directly to the Water District.

Selectman McHatton asked where the fire was to which Town Manager Peabody responded that the fire was at 63 Sam Ingalls Road in West Bridgton.

Selectman McHatton reported that the Bridgton Lions Club is interested in helping the Town refurbish all ninety four street lamps to which Chairman Watkins extended a thank you on behalf of the Board.

Chairman Watkins asked for the anticipated dates of completion for the Town Hall door, Road Survey, GIS and Town Office security to which Town Manager Peabody responded that those are all contractual except for the Town Hall which completion is pending the weather conditions.

## 8. Old Business

### a. Depot Street Grass Area

Chairman Watkins stated that the Board had directed the Town Manager and Public Works Director to inquire about three treatment options. Town Manager Peabody spoke with Lucia Terry from Perennial Point of View and she submitted a scope of service and estimated cost to fix the grass. Lengthy discussion ensued. The Board opted to allow the Public Works Director and Town Manager time to review the proposal from Perennial Point of View and report their recommendation back to the Board.

b. Perley Mills Forest

Town Manager Peabody reported that he had a discussion with Jack Wadsworth regarding the Perley Forest Trust land in Bridgton. Basically, a thinning could possibly yield \$25,000-\$50,000, then it would be 10 years before harvesting 150+ acres, then another 10 years and so on. He will cruise the lot for \$4,000 if we wish a more robust report.

Consensus of the Board was to direct the Town Manager to obtain a legal review of the conservation easement to determine how revenues can be appropriated, who dictates how the funds are spent, who establishes need and would the Narrow Gauge be allowed to run through as a future option consideration.

9. Treasurer's Warrants

**Motion** was made by Selectman Packard for approval of Treasurer's Warrants numbered 72, 73, 74, and 75; second from Selectman McHatton. 5 approve/0 oppose

10. MSAD 61

Chairman Watkins noted that the Board is still waiting to receive the sketch that outlines the proposed area to be conveyed to the Town.

11. Public Comments and Presentations on Non-Agenda Items

There were no public comments and presentations on non-agenda items.

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

- March 1, 2018; Budget Workshop at 4:00 P.M.
- March 13, 2018; Regular Meeting
- Workshop with Water District Pending

13. Executive Session

a. Per MRS Title 1, Section 405.6.A: Review Committee/Board Member Application

**Motion** was made by Selectman Packard to enter into executive session at 7:18 P.M. per MRS Title 1, Section 405.6.A for discussion of an application to a committee/board; second from Selectman McHatton. 5 approve/0 oppose

**Motion** was made by Selectman Packard to exit executive session at 7:21 P.M.; second from Selectman McHatton. 5 approve/0 oppose

14. Action Items Following Executive Session

a. Committee Member/Board Appointment

**Motion** was made by Selectman McHatton to appoint Mark Harmon to the Appeals Board; second from Selectman Packard. 5 approve/0 oppose

15. Adjourn

Chairman Watkins adjourned the meeting at 7:22 P.M.

Respectfully submitted,

Laurie L. Chadbourne  
Town Clerk