

Board of Selectmen's Meeting Minutes

January 9, 2018; 3:30 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; Fire Chief Steve Fay; Public Works Director Jim Kidder

1. Call to Order

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

2. Pledge of Allegiance

The Board recited the "Pledge of Allegiance."

3. NIMS Training

The Board received NIMS Training from 3:42 P.M. until 5:00 P.M.

4. Approval of Minutes

a. December 15, 2017

b. December 19, 2017

Motion was made by Selectman Packard for approval of the minutes from the December 15, 2017 and December 19, 2017 Board Meetings; second from Selectman Murphy. 5 approve/0 oppose

5. Public Comments on Non-Agenda Items

Bill Preis voiced concerns with the decline in attendance of the ping pong program. He noted that it may be contributed to the lack of public information that is being produced by the Recreation Department. Event information used to be on the sign in front of the Town Hall and a list of events used to be produced and distributed, now information only seems to be available to those that visit the website. He encouraged the Board to move forward with an electric sign at the Town Hall as well. Town Manager Peabody will work with staff on the issue of providing public information regarding events. Chairman Watkins noted that the electric sign has been discussed by the Board in the past but a decision has yet to be determined.

6. Committee Reports

Billy O'Connor, representing the Land Use and Zoning Committee, was present. Mr. O'Connor reported that the Committee believes that the proposed ordinance is close to being ready for voter consideration at the Annual Town Meeting in June. There are several areas that do require legal review and opinion; the Committee will formalize those questions and forward them to the Town Manager.

7. Correspondence and Other Pertinent Information

a. Resignation of Charles Renneker

Chairman Watkins read the following correspondence from Charles R. Renneker into the record: "It has been my pleasure to serve the Town of Bridgton as a member of the Community Development Committee (CDC). There becomes a time to pass the baton to those who have fresh ideas and enthusiasm. After fifteen years that time has come. In recognition of this I am tendering my resignation as a CDC member to the Board of Selectmen." **Motion** was made by Selectman Packard to accept the resignation of Charles Renneker from the Community Development Committee; second from Selectman Murphy. 5 approve/0 oppose The Board acknowledged and thanked Mr. Renneker for his time and commitment.

b. Correspondence from Gary Laplante Regarding Propane Leak / Odor on Raspberry Lane

Motion was made by Vice-Chairman Zaidman to accept the correspondence from Gary LaPlante regarding the propane leak/odor on Raspberry Lane and place it on file; second from Selectman Packard.
5 approve/0 oppose

c. Dedication of 2016/2017 Annual Town Report

Motion was made by Vice-Chairman Zaidman to dedicate the 2016/2017 Annual Town Report to two former members of the Board of Selectmen that have passed away, Phil Douglass and Earl Cash; second from Selectman McHatton. 5 approve/0 oppose

8. New Business

a. Awards and Other Administrative Recommendations

1. Discussion of Community Development Director Position

Town Manager Peabody would like advertise for the vacant position but will not move forward until the Board reviews the job description and supports the process of hiring a new Director.

Chairman Watkins read the following email from Dee Miller into the record:

"Friends:

I see that the above referenced subject is included on the agenda for tonight's meeting.
Please allow me to make the following observations and recommendations.

This position should quickly be filled. Today towns compete for money, publicity, business, and other civic development. These activities require a fully certified professional who can promote the town's standing regarding these activities.

Although the town is blessed with enthusiastic volunteers who are effective in promotion and development, few have the professional background to guide us along the many steps, some quite complicated, to ensure that Bridgton achieves our desired future.

I realize that finding a good fit for this position may be a longer and more complicated process than you imagined, but please follow through with this responsibility.

To be candid, I believe that some of the issues of the recent past could have been addressed by meeting with relevant members of the community and clarifying situations that may have led to misunderstanding. But that is now in the past and our immediate actions and reactions should always be focused on the future.

I have been fortunate to work as a volunteer with Bridgton development directors over the course of two decades. Each has brought a particular approach and skill set and has made important, albeit different contributions that have ultimately helped Bridgton define our goals.

Please bring your full attention to this important component of Bridgton's future.

Thank you,
Dee Miller"

Selectman McHatton stated that without a professional on staff, we may be subject to an increase in legal fees, he reminded the Board that \$30,000 is received in grant funding for administration. Selectman McHatton supports the advertising and hiring of a new director.

Vice-Chairman Zaidman suggested that the Board explore alternative options. He requested that the Town Manager gather additional information from the Greater Portland Council of Governments regarding the hiring a Planner, obtain cost estimates for contracting with HEB Engineers to oversee projects and the hiring of administrative office support.

Mark Lopez has worked with four people that have held the position of economic development director in Bridgton and asked why the Board is hurrying to fill the position. He suggested looking at a consultant to fulfill the needs of the community. He noted that much of the development has been organic with little to no help from the position holder.

Ken Gibbs has been involved with the Land Use Committee and the input received from the Community Development Directors has been significant. A good professional guides the Committees and he believes that the Town has been served well by those that have held the position.

Vice-Chairman Zaidman reiterated that he is suggesting that all options be explored and considered before filling the position in any way.

Town Manager Peabody emphasized the importance of filling the position and reviewed the narrative and duties.

Motion was made by Selectman McHatton to advertise and fill the position immediately; motion fails for lack of a second.

Motion was made by Vice-Chairman Zaidman to direct the Town Manager to explore the financial and professional benefits of hiring outside professionals as well as administrative office support and report his findings back to the Board at the next meeting; second from Selectman Murphy. 4 approve/1 oppose (McHatton opposed)

Chairman Watkins brought agenda item 13 forward at 6:00 P.M.

13. Public Hearings at 6:00 P.M.

a. Special Amusement Permit Application from Campfire Grille

Chairman Watkins opened the public hearing at 6:06 P.M. to hear comment on the application for a special amusement permit to the Campfire Grille. There were no public comments. The hearing was closed at 6:06 P.M.

b. Special Amusement Permit Application from The Noble House Inn

Chairman Watkins opened the public hearing at 6:07 P.M. to hear public comment on the application for a special amusement permit to The Noble House Inn. There were no public comments. The hearing was closed at 6:07 P.M.

14. Action Items Following Public Hearing

a. Special Amusement Permit Application from Campfire Grille

b. Special Amusement Permit Application from The Noble House Inn

Motion was made by Selectman Packard for approval of the Special Amusement Permit to Campfire Grill and the Special Amusement Permit to The Noble House Inn; second from Vice-Chairman Zaidman. 5 approve/0 oppose

Chairman Watkins returned to the regular agenda.

8. New Business

a. Awards and Other Administrative Recommendations

2. Loader Plow

Town Manager Peabody reported that the Public Works Department needs to purchase a plow. The estimated cost is \$14,000, this expenditure will come out of the Public Works Equipment Reserve. As it exceeds the Manager's spending authority, he is requesting Board approval. **Motion** was made by Vice-Chairman Zaidman to approve the expenditure not to exceed \$14,000 from the Public Works Equipment Reserve to purchase a new plow for the loader; second from Selectman McHatton. 5 approve/0 oppose

b. Permit/Documents Requiring Board Approval

1. Victualer's License to Magic Lantern LLC

Motion was made by Selectman Packard for approval of the Victualer's License to Magic Lantern, LLC; 2nd from Selectman Murphy. 5 approve/0 oppose

c Selectmen's Concerns

- **Selectman McHatton** had no concerns.
- **Selectman Packard** had no concerns.
- **Selectman Murphy** had no concerns.
- **Vice-Chairman Zaidman** thanked the Highway Department, Fire Department, and Police Department for continuing to provide public safety during the cold weather. Selectman McHatton also thanked the Transfer Station employees.
- **Chairman Watkins** asked if there has been any interest in the Appeals Board Membership to which Deputy Town Manager Fleck responded that one individual has expressed interest and is expected to return a committee application.

d. Town Manager Report / Deputy Town Manager's Report

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

**"Manager's Report
01/09/18"**

As reported by Fire Chief Steve Fay: "I would like to commend all the members of the Bridgton Fire Department for their work all through this recent and unprecedented cold we have endured since mid-December. As of 01:11 this morning, the BFD responded to 57 incidents since December 1st. The most taxing have been during the coldest weather at night and in the early morning hours and during storms. The toughest we encountered was a mutual aid response on Sunday morning to Fryeburg in -29° temperatures.

We would also like to thank the gentleman who provided Firefighters Cook and Halsey with Hot Chocolate and DoNut bites while they were out shoveling hydrants this past weekend. If anyone knows who he is, please relay that information to Chief Fay.

Please help us keep the hydrants clear by not plowing snow on top or in front of them. Their accessibility could mean the difference between control and conflagration."

Before you tonight are the November financials and the Revenue and Expenditure Summary Report. As you will note, the benchmark is 42% for the month. Revenues are at 55.1% and Expenditures at 44.7%."

9. Old Business

a. Set Workshop Dates

1. Highland Lake Parking Lot Renovations

The Board set a workshop date of February 1, 2018 at 5:00 P.M. for review of the proposed Highland Lake Parking Lot Renovations.

2. Wastewater and Streetscape

The Board set a workshop date of February 15, 2018 at 5:00 P.M. for review of the Wastewater and Streetscape Projects.

10. Treasurer's Warrants

Motion was made by Selectman Packard for approval of Treasurer's Warrants numbered 54, 55, 56, 57, 58 and 59; second from Selectman Murphy. 5 approve/0 oppose

11. MSAD 61

Chairman Watkins noted that the School Board has expressed interest in sharing a sign with the Town for placement by Stevens Brook Elementary School and would like to know if the Board has interest in pursuing this as well. Vice-Chairman Zaidman requested review of prior meeting minutes regarding the sign before making any decisions.

12. Public Comments

There were no public comments or presentations.

13. Public Hearings

This item was addressed earlier in the meeting.

14. Action Items Following Executive Session

This item was addressed earlier in the meeting.

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

- January 23, 2018
- February 1, 2018; Highland Lake Parking Lot Renovation Workshop
- February 13, 2018
- February 15, 2018; Wastewater and Streetscape Projects Workshop

Chairman Watkins reported that members of the Board and staff participated in NIMS training this evening. Part of the training included making the public aware of an optional enrollment in a program entitled Code Red; brochures will be made available at the Town Office.

16. Adjourn

Chairman Watkins adjourned the meeting at 6:34 P.M.

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk