

Board of Selectmen's Meeting Minutes

June 26, 2018; 4:00 P.M.

Board Members Present: Liston E. Eastman, Chairman; Glenn R. Zaidman, Vice-Chairman; Robert P. Murphy; G. Frederick Packard; Carmen E. Lone

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

1. Call to Order

Town Manager Peabody called the meeting to order at 4:00 P.M.

2. Pledge of Allegiance

The Board recited the "Pledge of Allegiance."

3. Executive Session Per MRS 1 Title 1 § 405.6.E; Legal Matters

Motion was made by Selectman Zaidman to enter into executive session at 4:12 P.M. per MRS Title 1, Section 405.6.E for discussion of legal matters; second from Selectman Murphy. 5 approve/0 oppose

Motion was made by Selectman Zaidman to come out of executive session at 5:09 P.M.; second from Selectman Packard. 5 approve/0 oppose

4. Action Items on Executive Session

Planning Board Members Deb Brusini and Catherine Pinkham recommended seeking voter consideration on a moratorium ordinance.

Motion was made by Selectman Zaidman to authorize the moratorium ordinance and direct the Town Clerk to place the ordinance before the voters of the Town, the election to be scheduled at a Special Town Meeting on the nearest date available as determined by the Town Clerk; second from Selectman Packard. **Motion** was made by Selectman Zaidman to add June 11th (date of applicability); second from Selectman Packard. 5 approve/0 oppose

Motion was made by Selectman Zaidman to further direct the Planning Board to initiate a public process to prepare an ordinance to regulate medical and adult use marijuana operations and establishments; second from Selectman Packard. 5 approve/0 oppose

5. Organizational Matters

a. Elect Chairman and Vice-Chairman

Motion was made by Selectman Packard to nominate Liston Eastman to serve as Chairman of the Board; second from Selectman Lone. 5 approve/0 oppose

Motion was made by Selectman Packard to nominate Glenn Zaidman to serve as Vice-Chairman of the Board; second from Selectman Lone. 5 approve/0 oppose

b. Meeting Schedule Dates and Times

Motion was made by Vice-Chairman Zaidman to continue meeting on the second and fourth Tuesday's at 5:00 P.M.; second from Selectman Packard. 5 approve/0 oppose

c. Schedule for Review of Treasurer's Warrants

Motion was made by Vice-Chairman Zaidman for approval of the following schedule;

July-September 2018: Selectman Packard	January-March 2019: Selectman Lone
October-December 2018: Vice-Chairman Zaidman	April-June 2019: Selectman Murphy

second from Selectman Packard. 5 approve/0 oppose

d. Committee Liaisons

Motion was made by Selectman Packard to table item 5d to the next Board Meeting (July 10); second from Vice-Chairman Zaidman. 5 approve/0 oppose

6. Approval of Minutes

a. June 12, 2018

Motion was made by Vice-Chairman Zaidman for approval of the amended minutes from the June 12, 2018 Board Meeting; second from Selectman Packard. 5 approve/0 oppose

7. Joint Meeting with Denmark Board of Selectmen

This item was removed from the agenda.

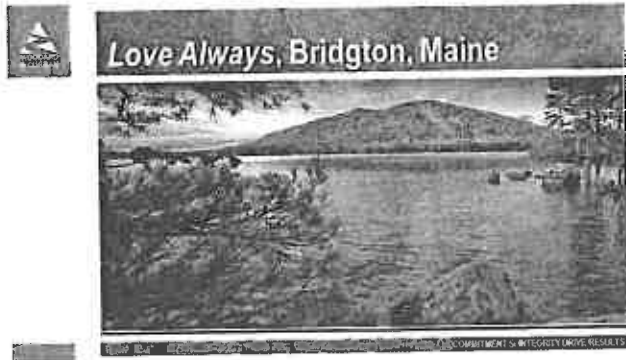
8. Public Informational Meeting of Intent to File an Application

Public Notice: The Town of Bridgton is looking to obtain a loan/grant in the amount of \$22,880,000 for the purpose of expanding the wastewater system from the USDA, Rural Development. This application will be discussed at the public Board of Selectmen's Meeting on June 26, 2018 at 5:00 P.M. Any comments please contact: Robert A. Peabody, Jr., Town Manager at 3 Chase Street, Suite 1, Bridgton, ME 04009 or by telephone at 207-647-8786 or by email at townmgr@bridgtonmaine.org.

Town Manager Peabody introduced Asher Yusim. Mr. Yusim is working as an intern for the Town Manager's Office during the summer months.

Brent Bridges, P.E., from Woodard & Curran presented the following:

1 of 17



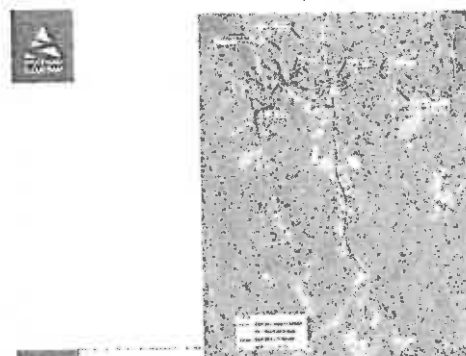
3 of 17

Slide 3: Where will the new sewer be located? The proposed sewer will encompass the downtown area along Main Street and the connected side streets from approximately the ball field on the eastern side of downtown to the Civil War Monument on the western side. The sewer will also extend south, along High Street to Bridgton Hospital and along Route 302 to Meadow Road / Route 117. This area is consistent with the Town's Comprehensive Plan. Includes a small aerial map of the area.

2 of 17

Slide 2: Why do we need a new wastewater system? The existing wastewater system is: 30 years old, Operates at near capacity, Cannot be expanded, and Will continue to require significant investment just to meet the needs of the existing users. Includes a small image of a 'Welcome to BRIDGTON' sign.

4 of 17





What type of wastewater treatment system is being proposed?

- The proposed collection system will consist of gravity and pressure sewers, pumping stations, and access manholes that will run primarily along public roads/right of way.
- The treatment system will consist of a compact wastewater treatment package plant in a single location with a pressure dispersal system that will release the treated wastewater into the ground.



How will we fund the construction?

- The Town has submitted applications to both the USDA Rural Development and the DEP Clean Water State Revolving Fund to help fund the project.
- The funding will consist of a loan that will be paid back, and a grant that will not need to be.
- Exact amounts of the loan and grant are not yet known, but will be packaged to provide affordability to users.



What is the schedule for the work?

If the Town is successful in funding the project, the preliminary work including the design would be done in the Fall/Winter of 2018, with construction commencing in the Spring of 2019 and continuing for approximately two years.



Who will benefit from the new system?

- The system will allow for a large measure of protection to the local environment and water quality, effecting both our lakes and our drinking water which is of great benefit to the Town. Furthermore, the entire Town benefits with increased potential for economic development and in turn a larger tax base. Commercial users will be able to expand their businesses and new development can occur due to the new wastewater system to accompany the public water system that already exists.



What will be the system capacity?



Can the users afford the new system?

- The Town conducted an income survey of all the residential users that could hook up to the new system so that the funding agencies will consider the affordability of the users when putting together the loan/grant package. The survey was very favorable, and the hope is that the new user fees will be close to what the existing users are paying which is \$590/year/residential user.
- Commercial, industrial and governmental users will pay user fees in proportion to their potential use per the Town's Sewer User Ordinance.



Is the current system impacting the environment?

- The current wastewater system is not directly impacting the environment. However, sampling and testing of Steven's Brook and the point where Willett Brook connects to Steven's Brook in was conducted in 2017 and it revealed that private septic systems and leach fields are impacting the water quality. The existing system does not connect up all the users in this area of Town, so failed or failing systems are reaching Steven's and Willett Brook.
- The proposed new system will allow more systems to hook up and would remove these sources of illicit discharge to improve water quality.



What is the cost of the project?

The total project cost is estimated to be

\$22,880,000



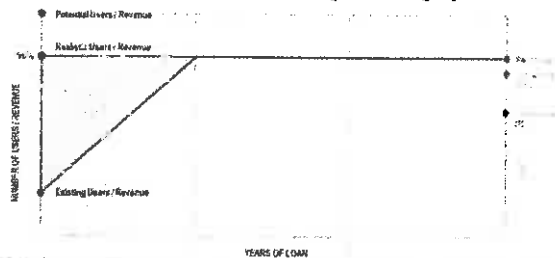


How will the Town pay for the project?

- The hope is that significant grants will be available to assist the Town, however, the amount not covered by grants will be loans that the Town will have to repay.
- It is proposed that the users of the system pay for the system through user and connection fees. During the first 10 years of operation while users are in the process of hooking up, the Town may fund a portion of the debt. Once all users are on board, user fees should cover debt and operational costs.
- The Town is also considering using some of the Tax Increment Financing that has been set up for infrastructure work to help fund the project.



Community Support (The Magic Triangle)



Why would those taxpayers who are not able to connect have to pay anything?

- The sewer system reflects a commitment to the environment and to water quality for future generations, as well as an investment in the Town's ability to retain and grow both businesses and private homeownership.
- The highest-taxed properties are within the area served by the proposed system, so in effect a portion of their taxes are used to help fund the early years of the system when not everyone is hooked up.
- The design will accommodate all users, but it generally takes 10 years to get everyone hooked up and realize full revenue.

Bernie King strongly supports the new system and encourages voter passage.

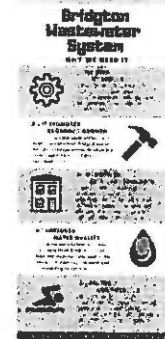
Chuck Renneker supports the new sewer system as well, noting it will boost economic development. He questioned the final cost to the taxpayers since the various funding agencies have not provided definitive answers. Mr. Renneker added that the citizens need to be patient as these details are sorted through.

Mike Davis thanked Mr. Bridges for a great presentation adding that he supports the project. He asked Mr. Bridges what the response would be to people that are not in favor to which Mr. Bridges responded that there will be some that are not in favor and may not want change, but it's important for them to note that their neighbors may need a new system. Town Manager Peabody added that we are polluting our streams, which means we are polluting our lakes and MDEP may require the town to do an upgrade at any time with no guarantee that outside funding would be available.



Are there any other considerations to doing the work now?

- The existing wastewater system is near capacity, aging, and in need of replacement. The Bridgton Water District has indicated that there are old pipes that need to be replaced within the project area, and they would work alongside the Town to accomplish this work for efficiency and cost effectiveness.
- The Downtown Streetscape work proposed along Main Street would also benefit from an integrated project and money can be saved by working together.



9. Public Comments and Presentations on Non-Agenda Items (Each speaker may be limited to 3 minutes.)

Chuck Renneker suggested that Selectman Packard serve as the liaison to the Land Use Committee due to his prior experience in serving on the Planning Board and that Selectman Lone serve as liaison to the Community Development Committee due to her prior experience in serving as chairman of that committee.

10. Committee Reports

Deb Brusini reported that the Ordinance Review Committee met on June 14th and will be meeting once per month to review the first ten ordinances in the book. They will bring their recommendations back to the Board for consideration. She asked if the Committee should suggest establishing new ordinances, based on public input to which Vice-Chairman Zaidman encouraged the Committee to make any recommendations to the Board that they deem appropriate.

Chuck Renneker reported that the Land Use Committee has reached a point where they have defined land use for all the districts within the town and they have also defined the purpose for each district. A great deal of work has gone into developing maps and they hope to submit a rough draft to the Board by the end of July. Mr. Renneker added that the intention is to bring the ordinance before the voters at the 2019 annual town meeting.

11. Correspondence and Other Pertinent Information

a. Resignation from Community Development Committee Member Carmen Lone

Carmen Lone submitted resignation from the Community Development Committee. **Motion** was made by Vice-Chairman Zaidman to accept the resignation of Carmen Lone from the Community Development Committee; second from Selectman Packard. 5 approve/0 oppose

b. Resignation from Planning Board Alternate Member Kenneth Gibbs

Kenneth Gibbs submitted resignation as a Planning Board Alternate. **Motion** was made by Selectman Packard to accept the resignation of Kenneth Gibbs as a Planning Board Alternate; second from Vice-Chairman Zaidman. 5 approve/0 oppose

1. Recommendation from Planning Board to Fill Vacancy

The Planning Board passed a resolution requesting that the Board of Selectman appoint Diane Paul as a replacement for the Alternate position until June 2019. **Motion** was made by Vice-Chairman Zaidman to appoint Diane Paul as a Planning Board Alternate Member until June 2019; second from Selectman Packard. 5 approve/0 oppose

c. Resignation of Ordinance Review Committee Member Drew Robbins

Drew Robbins has submitted his resignation from the Ordinance Review Committee. **Motion** was made by Selectman Lone to accept the resignation of Drew Robbins from the Ordinance Review Committee; second from Selectman Packard. 5 approve/0 oppose

d. Correspondence from Bridgton Taxpayer/Resident regarding Transfer Station Store

The Board received an unsigned letter criticizing the Board's decision to allow non-residents to purchase items at the Transfer Station Swap Shop.

Motion was made by Vice-Chairman Zaidman to accept the letter and place it on file; second from Selectman Murphy. 5 approve/0 oppose

1. Memo from Deputy Town Manager Fleck Regarding Transfer Station Store

Selectman Lone thanked Deputy Town Manager Fleck for the work she did to establish a process.

12. New Business

a. Awards and Other Administrative Recommendations

1. Carry Forward Requests

Town Manager Peabody submitted and reviewed the requested carry forwards for fiscal year 2018. Noted the numbers are subject to change after the closing of the fiscal year and the final appropriation warra. **Motion** was made by Vice-Chairman Zaidman to approve the 2018 carry forward requests as submitted; second from Selectman Lone. 5 approve/0 oppose

2. FY 2018-19 Wastewater Budget

Town Manager Peabody submitted and reviewed the 2018-19 Wastewater Budget and Rate. **Motion** was made by Selectman Packard to approve the 2018-19 Wastewater Budget and Rate; second from Selectman Lone. 5 approve/0 oppose

b. Permits/Documents Requiring Board Approval

1. Mobile Victualer's License to North East Ice Cream

Motion was made by Selectman Packard to approve a Victualer's License to North East Ice Cream; second from Selectman Murphy. 5 approve/0 oppose

2. Authorize the Town Clerk to Issue Victualer's Licenses for 4th of July Events

Because this is the last meeting prior to the 4th Celebration and it may be necessary to issue Victualer's Licenses for the event. The Town Clerk is seeking the Board's permission to issue Victualer's Licenses and the Board will ratify them at their July 10th meeting. **Motion** was made by Selectman Packard to allow the Town Clerk to issue Victualer's Licenses for the Fourth of July Events; second from Selectman Murphy. 5 approve/0 oppose

3. Ballot for Election of Maine Municipal Association's Legislative Policy Committee

Bi-annually Maine Municipal Association (MMA) holds an election for the Legislative Policy Committee. **Motion** was made by Vice-Chairman Zaidman to vote for Daniel Davis to serve on the 2018-20 Legislative Policy Committee; second from Selectman Packard. 5 approve/0 oppose

4. Tax Exemption for LEA; Map 20, Lot 16

Lakes Environmental Association applied for Tax Exempt status to Map 20 Lot 16 sited on Upper Ridge Road. **Motion** was made by Vice-Chairman Zaidman to table this item to the next meeting on July 10, 2018; second from Selectman Packard. 5 approve/0 oppose

5. Confirmation of the Town Manager's Appointment; Diane M. Paul as Local Health Officer

Pursuant to the Town of Bridgton Personnel Policy, Article 3 § 1 "The Town employment of all personnel shall be the responsibility of the Town Manager in accordance with 30A MRS 2636 as follows: The Town Manager shall appoint, subject to confirmation of the Board of Selectmen... heads of departments." **Motion** was made by Selectman Lone to confirm Diane Paul as the Town of Bridgton Health Officer; second from Vice-Chairman Zaidman. 5 approve/0 oppose

c. Selectmen's Concerns

- **Selectman Packard** questioned the validity of the traffic study results at the corner of Sandy Creek and suggested that the Board request that another traffic study be conducted. Chairman Eastman agreed. Vice-Chairman Zaidman asked how many fatalities have occurred in the last fifteen years as well. **Motion** was made by Vice-Chairman Zaidman to direct the Town Manager to draft a letter to MDOT (signed by the Board) to request another study be conducted during a weekend or day that the Transfer Station is open and to also ask for the number of fatalities; he also requested that this letter be sent to the State Representatives and to the State Senators to make them aware of the Board concerns; second from Chairman Eastman. 5 approve/0 oppose

- **Selectman Lone** asked for a status update of the Community Development Director position to which Town Manager Peabody reported that the application process closed last Friday and approximately ten applications were received. They will be reviewing and determining three to move forward with interviews.
- **Selectman Lone** voiced concerns regarding the new parking for beach access to Salmon Point. She noted that it is much longer walk and more difficult for many. Town Manager Peabody responded that the pathway is newly constructed alongside the road. Selectman Lone noted that while that is true, it is still longer and an indirect path to the beach; she suggested using the upper lot for camper visitor and overflow parking. Town Manager Peabody responded that the parking lot was moved for the privacy of the campers that pay to camp there. The campground is an enterprise fund, no tax dollars are allocated for the campground but funds are received from the campground to offset the tax base. Chairman Eastman added that there is a disabled parking area for those in need and suggested that anyone needing parking closer to the beach speak with the campground manager.
- **Selectman Murphy** reiterated concerns regarding the Sandy Creek area traffic study.
- **Selectman Murphy** noted that the town is celebrating its 250th anniversary and voiced concerns that we don't have any banners out yet. He added that the planning should have started a year ago to which Town Manager Peabody responded that there were no volunteers a year ago. He added that the Town is paying for the banners through the committee. Town Manager Peabody asked Mike Davis if the permit for the fireworks display has been secured to which Mr. Davis responded that it is in process. Mike Davis, Committee Chairman, added that they are moving forward on the banners and hope to have them up within the next day or two.
- **Vice-Chairman Zaidman** acknowledged that Reny's crew workers often clean up the parking lot between the Community Center and the Magic Lantern and thanked them for their efforts.
- **Vice-Chairman Zaidman** asked who is responsible for the grass on Depot Street to which Public Works Director Kidder responded that the contractors are still maintaining.
- **Vice-Chairman Zaidman** asked for the status of the senior tax relief program to which Town Manager Peabody responded that the document is still with the Attorney and he will follow up.
- **Vice-Chairman Zaidman** requested that the Board discuss the damaged trees in Pondicherry Park to which Chairman Eastman directed to the next agenda.
- **Chairman Eastman** had no concerns.

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

Deputy Town Manager submitted and read the following into the record:

"DEPUTY TOWN MANAGER'S REPORT

June 26, 2018



Bridgton is celebrating its 250th birthday with a "Birthday Bash" on July 7th. Lots of celebratory events are planned so mark your calendar and come out to help us celebrate a very important day in the history of our Town.

GENERAL

Bureau of Motor Vehicles - Effective July 5th the mobile unit located at the Bridgton Municipal Complex in the downstairs meeting room, 10 Iredale Street, Bridgton will be here on the first and last Thursday and second Tuesday 10:30a.m. to 1:30p.m. (The days remained the same but the hours of operation changed).

FIRE DEPARTMENT

Work continues on the *airboat restoration* with another 20 man hours completed this past Sunday. The Fire Chief would like to thank the *Bridgton News* for their assistance in continuing our recruitment drive with weekly advertisements. *Burn Permits* are required for certain outside fires and are easily acquired at <http://www.burningpermit.com> at no charge. Permits will not be issued above a "Medium" classification. Thank you to Chief Andy Dufresne of the Fryeburg Fire Department for the donation of five International Fire Service Training Association *Essentials of Fire Fighting, 6th Edition* manuals. These books are brand new, meet the requirements for NFPA 101 Standards and are an integral part of the modernization program toward training. The Fire Chief would like to *welcome* seasonal guests and tourists back to Bridgton and wish everyone a safe and enjoyable summer.

POLICE DEPARTMENT

Please join the Bridgton Police Department for *National Night Out* on August 7th from 5:00p.m. to 7:00p.m. at Harmon Field for people of all ages.



This is a community-building campaign to enhance the relationship between police, fire and the community. Nationally, millions take part in this campaign on the first Tuesday in August hosting and participating in block parties, festivals, parades, cookouts, safety demonstrations and exhibits. Let's make Bridgton's second year of participation even greater than the first! We would like to welcome Brogan Horton as Bridgton's new *Animal Control Officer*.

RECREATION

Swim lessons and *summer rec camp* began on Monday, June 25th. For the safety of our beach goers *Lifeguards* are now stationed at Highland Lake Beach. Independence Day Celebration kicks off with Bridgton fireworks on Tuesday, July 3rd at Stevens Brook Elementary School and the Bridgton Lions 4th of July parade on Wednesday, July 4th. The theme for the parade is "Happy Birthday Bridgton 250 years". For more information contact Bob McHatton at 647-4280. There is a Cabbage Island Adult Trip planned on August 10, 2018. If interested, you may sign up at The Bridgton Town Office. Registration has begun for fall soccer. For more information on summer rec programs and fall soccer registration please refer to our website at www.bridgtonmaine.org.

Respectfully submitted,
Georgiann M. Fleck, Deputy Town Manager"

Additionally, Deputy Town Manager Fleck thanked the Public Works Department and LRTV staff for installing the new television and getting it running.

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

ON-GOING PROJECTS (partial listing)

Wastewater Expansion	Paperwork submitted to Rural Development; met with Rural Development and Maine Department of Environmental Protection; holding a public meeting announcing that we applied for the Rural Development Grant tonight
Phase II Streetscape (Main Street)	HEB has a high-level set of Preliminary Design plans completed but they've also been working on an alternative layout design that doesn't narrow the roadway as much and also provides for several cost-savings measures. They are just about wrapped up with this analysis and would be looking to schedule a review meeting with the Town and stakeholders for next week if possible. The goal would be to get clear direction on the path forward at that meeting so that they can complete the final design. A presentation will be made to the Board for final approval. Anticipated project completion in July.
Streetscape (Lower Main Street)	Milone & McBroom are working on the preliminary design for the layout that was last discussed. They had a few minor issues with the surveyor's data that they sent them to create the base map that they are using to design but have cleared those up and are proceeding with design. They anticipate sending the preliminary design the last week of June for review and to then hold a project meeting with key staff. A presentation will be made to the Board for final approval.
Intersection Study	Milone & McBroom have sent the proposed alternatives to Maine Department of Transportation. A presentation will be made to the Board for final approval.
Bridgton Memorial School	Awaiting site sketch from SAD 61
Marketing/Branding	Reviewing new video
Trademarking Brand	Maine approved, Federal process partially completed have filed an objection to some exclusions
GIS	Project is nearly completed
Good Neighbor Code	Merge the draft of June 26, 2017, with the Administrative Draft, prepared December 15, 2017; reconcile all definitions; define areas and boundaries for all Districts; set building standards where appropriate.
Road Survey	Jim is working with Student Intern & Woodard & Curran for inclusion in GIS Project
Town Hall Door	Repairing in-house; materials purchased
Rte 302/Sandy Creek Rd	MDOT concluded a light is not warranted
Safety Manual Updates	Charisse is working with MMA & Dept Hds
CDBG 2018/19	Approved by County and Town Meeting
Fire Code	Proposed ordinance completed; Fire Chief anticipates requesting a November vote
Personnel Policy	Review started
Gazebo Roof	To be completed before July 4 th Celebration

13. Old Business (Board of Selectmen Discussion Only)

There was no old business.

14. Treasurer's Warrants

Motion was made by Selectman Packard for approval of Treasurer's Warrants numbered 106, 107, 108, 109, 110, 111, and 112; second from Vice-Chairman Zaidman. 5 approve/0 oppose

15. MSAD #61

There was no information regarding MSAD #61.

16. Public Comments and Presentations on Non-Agenda Items (Each speaker may be limited to 3 minutes.)

Chuck Renneker reported that he has worked up a budget for the sewer and will be meeting with the Town Manager, and possibly the engineer, to review the information.

Bernie King asked for the update of the Memorial School to which Vice-Chairman Zaidman reported that it remains in process though discussion of future use. Chuck Renneker noted that the Land Use Ordinance has already built in future use or another option would be to address this area as a separate district.

Steve Fay, Fire Chief, suggested that the Board request that MDOT survey the Sandy Creek area for a two week period.

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

July 10, 2018 and July 24, 2018

18. Adjourn

Chairman Eastman adjourned the meeting at 7:09 P.M.

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk

