

BRIDGTON BOARD OF SELECTMEN'S MEETING AGENDA

DATE: Tuesday, February 12, 2019

TIME: 5:00 P.M.

PLACE: Downstairs Meeting Room, Municipal Complex (10 Iredale Street)

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
 - a. January 22, 2019
 - b. January 29, 2019
4. Public Comments on Non-Agenda Items (*Each speaker may be limited to 3 minutes.*)
5. Committee Reports
6. Correspondence, Presentations and Other Pertinent Information
 - a. Request to Support the Crooked River Elementary School Project
 - b. Central Maine Healthcare Presentation Only (No Discussion)
 - c. Pondicherry Group Presentation Only (No Discussion)
7. New Business
 - a. Awards and Other Administrative Recommendations
 1. Committee Application to Board of Appeals
 - a. Kappy Sprenger (received 01/08/19)
 - b. Kevin Raday (received 01/29/2019)
 - c. Donna Joss (received 01/29/2019)
 - d. Patricia Schulte (received 2/6/2019)
 2. Committee Application to Investment Committee
 - a. Tom Chandel (received 02.06.2019)
 - b. Permits/Documents Requiring Board Approval
 1. Municipal Quit Claim Deed to Clifford Ridlon III & John Ridlon
 2. Accept Payment and Approve Quit Claim Deed to Norman Huntress Jr.
 3. Accept Payment and Approve Quit Claim Deed to Caroline Huntress
 4. Warrant and Notice of Election Calling MSAD No. 61 Referendum: March 19th
 5. Victualer's License to Venezia Ristorante
 6. Victualer's License to Happy Valley Popcorn
 7. Certificate of Commitment of Sewer User Rates #221
 - c. Selectmen's Concerns
 - d. Town Manager's Report/Deputy Town Manager's Report
8. Old Business (*Board of Selectmen Discussion Only*)
 - a. Wastewater Update Status Update
 - b. Streetscape: Upper and Lower Main Street Status Update
9. Treasurer's Warrants

10. Public Comments on Non-Agenda Items (*Each speaker may be limited to 3 minutes.*)
11. Dates for the Next Board
 - February 26, 2019
 - March 12, 2019
12. Adjourn

Board of Selectmen's Meeting Minutes February 12, 2019; 5:00 P.M.

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

Administration Present: Town Manager Robert Peabody; Town Clerk Laurie Chadbourne; Public Works Director Jim Kidder

1. Call to Order

Chairman Eastman 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. January 22, 2019

b. January 29, 2019

Motion was made by Vice-Chairman Zaidman for approval of the January 22, 2019 and January 29, 2019 Board Meeting Minutes; second from Selectman Packard. 5 approve/0 oppose

4. Public Comments

There were no public comments.

5. Committee Reports

Representing the Community Development Committee, Robert McHatton Sr., reported that the committee is open to working with the Board on the Ryan Wallace Report. He also reported that the Committee is reviewing additional programming to benefit the senior population and will keep the Board updated.

6. Correspondence, Presentations and Other Administrative Recommendations

a. Request to Support the Crooked River Elementary School Project

Representing MSAD No. 61, Superintendent Al Smith, School Board Directors Janice Barter and Karla Swanson-Murphy, were present to request support of the Crooked River School Additions and Renovations vote on March 19, 2019. The new proposal for the Crooked River School renovation is nearly all budget neutral. Retiring debt from other projects will almost pay for additions and renovations at Crooked River School. **Motion** was made by Selectman Lone to support the project; second from Vice-Chairman Zaidman. 5 approve/0 oppose

Chairman Eastman read the following statement into the record: "In the past few months the Select Board has received many comments in meetings and at many other venues about what is going on with the Bridgton Hospital. During that time, we have seen doctors leave and health care convenience dwindle. Tonight, we have two groups that will speak to this issue. First will be Central Maine Health who owns and runs Bridgton Hospital and the Pondicherry Group who proposes something different than what we currently have. Both groups have asked to present to the Board tonight. I want to be very clear that the Select Board is an elected body to run Town business and will not take position for either of these two groups. These groups will make their presentations and there will be no question or answering period during the meeting. It is extremely important that we all treat everyone with the utmost respect while these presentations are being presented.

After tonight, I urge both groups to go out and schedule venues to embrace the questions and needs of the citizens of Bridgton."

b. Central Maine Healthcare Presentation Only

Representatives from Central Maine Healthcare presented information to the Board and public.

c. Pondicherry Group Presentation Only

Representatives from the Pondicherry Group presented information to the Board and public.

7. New Business

a. Awards and Other Administrative Recommendations

1. Committee Application to Board of Appeals

a. Kappy Sprenger

Kappy Sprenger submitted an application of interest in serving on the Board of Appeals. Ms. Sprenger shared her work experience and responded to several questions asked by the Board.

b. Kevin Raday

Kevin Raday was not able to attend the meeting. The Board directed this item to the next agenda.

c. Donna Joss

Donna Joss submitted an application of interest in serving on the Board of Appeals. Ms. Joss shared her work experience and responded to several questions asked by the Board.

d. Patricia Schulte

Patricia Schulte was not able to attend the meeting. The Board directed this item to the next agenda.

Motion was made by Vice-Chairman Zaidman to table any action until the other two applicants have appeared before the Board; second from Selectman Packard. 4 approve/1 oppose (Lone was opposed)

2. Committee Application to Investment Committee

a. Tom Chandel

Tom Chandel submitted an application of interest in serving on the Investment Committee. Mr. Chandel shared his work experience and responded to several questions asked by the Board. Town Manager Peabody reported that the Chairman of the Investment Committee submitted a statement of support for the appointment of Tom Chandel. **Motion** was made by Chairman Eastman to appoint Tom Chandel to the Investment Committee; second from Selectman Murphy. 5 approve/0 oppose

b. Permits/Documents Requiring Board Approval

1. Municipal Quit Claim Deed to Clifford Ridlon III & John Ridlon

Motion was made by Selectman Lone to approve a Quit Claim Deed to Clifford Ridlon III & John Ridlon; second from Vice-Chairman Zaidman. 5 approve/0 oppose

2. Accept Payment and Approve Quit Claim Deed to Norman Huntress Jr

Motion was made by Selectman Lone to accept payment and approve a Quit Claim Deed to Norman Huntress Jr; second from Selectman Packard. 5 approve/0 oppose

3. Accept Payment and Approve Quit Claim Deed to Caroline Huntress

Motion was made by Vice-Chairman Zaidman to accept payment and approve a Quit Claim Deed to Caroline Huntress; second from Selectman Packard. 5 approve/0 oppose

4. Warrant and Notice of Election Calling MSAD No. 61 Referendum; March 19th

Motion was made by Selectman Lone to sign the Warrant and Notice of Election calling MSAD No. 61 Referendum; second from Selectman Packard. 5 approve/0 oppose

5. Victualer's License to Venezia Ristorante

Motion was made by Selectman Murphy to approve a Victualer's License renewal to Venezia Ristorante; second from Selectman Packard. 5 approve/0 oppose

6. Victualer's License to Happy Valley Popcorn

Motion was made by Selectman Packard to approve a Victualer's License to Happy Valley Popcorn conditioned upon plumbing being installed, inspected and approved; second from Selectman Lone. The Code Enforcement Officer conditioned his approval upon plumbing being installed, inspected and approved. Concerns regarding sewer allocation were also raised. All in favor to table this item to the February 26th meeting.

7. Certificate of Commitment of Sewer User Rates #21

Motion was made by Vice-Chairman Zaidman to commit the September 1, 2018 to November 31, 2018 Sewer User Rate Commitment #221 comprising two pages totaling \$2,818.17 to the Treasurer for collection; second from Selectman Murphy. 5 approve/0 oppose

c. Selectmen's concerns

- **Selectman Packard** reported that a private resident was not able to get sand for personal use. Public Works Director Kidder responded that there is a two-bucket limit as the intent is for personal use not for private businesses.
- **Vice-Chairman Zaidman** suggested the Board consider requesting that the Community Development Committee explore the future of recreation in Bridgton to include BRAG fields and building a new recreation center with zero cost to the taxpayers. Chairman Eastman directed this issue to the February 26th meeting agenda.
- **Vice-Chairman Zaidman** praised employees at the Transfer Station as they are one of the only towns that take the contaminated waste out of the single sort which saves Bridgton a lot of money.
- **Vice-Chairman Zaidman** suggested setting up a workshop with the Recycling Committee to review recycling.
- **Vice-Chairman Zaidman** asked when the tree trimming at Pondicherry Park will start to which Public Works Director Kidder responded that he is holding off to keep it less messy and has not set a date certain yet.
- **Selectman Murphy** asked for the status of generators for the Fire Stations to avoid additional freeze ups. Town Manager Peabody was not aware of any issues but will follow up with the Emergency Management Director as he is overseeing the generator project.
- **Selectman Lone** asked for a status update of the Bridgton Memorial School. Town Manager Peabody will gather updated information. This issue was directed to the March 26th meeting agenda.
- **Selectman Lone** requested that the ice overhang at the Community Center entrance be cleaned up to which Public Works Director Kidder responded that he will remove the overhang.
- **Chairman Eastman** noted the town recently took ownership of a property on Route 302 through the tax lien foreclosure and would like to get this item on the agenda to move forward. Town Manager Peabody responded that the information has been sent to the town attorney for review and a recommendation report will be submitted to the Board.

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

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

Manager's Report / 02/12/19

An important reminder that with winter weather upon us, it is important to keep your driveways and private roads cleared and sanded so that, if the need arises, emergency personnel can safely access your property.

Regarding weather events, please be aware that we post information on the Town's Facebook page and the Town's website. Additionally, all the local television channels are notified when the Town Office closes.

The Recreation Director has provided an update on the Zerbini Family Circus. The performance dates are Sunday, July 21 3:00pm and 6:00pm and Monday 6:00pm at Steven's Brook Elementary School. Proceeds will benefit the Bridgton Summer Recreation programs.

The grand re-opening of the Bridgton Ice Rink will be held this Friday at 4:30pm. There will be a ribbon cutting, prizes and refreshments. Come and see the improvements and be sure to bring your skates.

Before you tonight are the December financials and the Revenue and Expenditure Summary Report. As you will note, the benchmark is 50% for the month. Revenues are at 65.3% and Expenditures at 53.4%.

8. Old Business

a. Wastewater Update Status.

Town Manager Peabody reviewed the Wastewater Update Status Report as prepared by Woodward & Curran and dated February 1, 2019 (copy attached).

b. Streetscape Upper and Lower Main Street Status Update

Town Manager Peabody reviewed the Project Status Report as prepared by HEB Engineers and dated January 1-31, 2019 (copy attached).

9. Treasurer's Warrants

Motion was made by Selectman Lone for approval of Treasurer's Warrants numbered 68, 69, 70, 71 and 72; second from Selectman Packard. 5/0

10. Public Comments on Non-Agenda Items

There were no public comments on non-agenda items.

11. Dates for Next Board of Selectmen's Meeting

February 26, 2019

March 12, 2019

12. Adjourn

Chairman Eastman adjourned the meeting at 7:26 P.M.

Respectfully submitted,



Laurie L. Chadbourne

Town Clerk



PROJECT STATUS REPORT #016

CIVIL • STRUCTURAL • SURVEY

HEB Engineers, Inc. • www.hebengineers.com

New Hampshire: Office (603) 356-6936 • Fax (603) 356-7715 • PO Box 440 • 2605 White Mountain Hwy • North Conway, NH 03860
Maine: Office (207) 803-8265 • PO Box 343 • 103 Main Street • Suite 6 • Bridgton, ME 04009

Date:	January 31, 2019	Project #:	2016-007A	<i>Page 1 of 2</i>
Client:	Robert Peabody, Jr. Town of Bridgton 3 Chase Street, Suite 1 Bridgton, ME 04009	Project:	Main Street Streetscape – Phase II	
		Location:	Bridgton, ME	
Project Manager:	Colin Dinsmore, PE	Period:	January 1 – 31, 2019	

PROJECT ACTIVITIES SINCE LAST REPORT:

Tasks completed this period:

- Coordinated with Ironwood Design Group.
- Met with Town Officials on January 2 and 17.
- Coordinated with Milone & MacBroom for simultaneous project coordination.
- Easement research and coordination.
- Began drafting easement plans.

Tasks scheduled for completion:

- Update final design based on sewer information received from Woodard and Curran.
- Submit final design plans, probable cost, and project manual.
- Continue easement coordination.

Immediate Action Items:

- None.

Deadline

Status: HEB has begun updating the final design documents and anticipates completion at the end of February. Easement coordination is ongoing.

SCHEDULE SUMMARY:

<u>Phases</u>	<u>Scheduled Completion:</u>	<u>Anticipated Completion:</u>
001 Pre-Design	June 30, 2017	COMPLETE
002 Schematic Design	October 6, 2017	COMPLETE
003 Final Design	February 2, 2018	COMPLETE
003A Additional Final Design	February 1, 2019	February 28, 2019
004 Visual Renderings	October 2018	COMPLETE
005 Easement Coordination	April 12, 2019	April 12, 2019
006 Bidding Assistance	May 17, 2019	May 17, 2019
007 Construction Administration	December 2019	December 2019

Robert "Bob" Peabody, Jr.

From: John Adams <JAdams@mminc.com>
Sent: Thursday, February 7, 2019 5:12 PM
To: Robert "Bob" Peabody, Jr.
Cc: Georgiann M Fleck; Jerusha Murray; bbridges@woodardcurran.com; James Kidder; James Kidder
Subject: RE: Lower Main St Inspection Proposal

Bob,

Yes, we are still planning on submitting a revised proposal, which I should be able to do tomorrow afternoon. As far as moving ahead with finishing the plans we are in a holding pattern waiting to confirm both the sewer and waterline designs for Lower Main Street., we need these to finalize our plans and confirm how we will repave the roadway, either with a reclamation method or with full-depth reconstruction. Have you heard back from the Water District on their plans to potentially apply for funding? Have they given you any waterline layouts for Lower Main Street? Thanks.

John

John Q. Adams, P.E., PTOE
Maine Regional Manager



121 Middle Street, Suite 201, Portland, ME 04101
7.541.9544 x 104 | mminc.com

From: Robert "Bob" Peabody, Jr. <rpeabody@bridgtonmaine.org>
Sent: Wednesday, February 6, 2019 5:18 PM
To: John Adams <JAdams@mminc.com>
Cc: Georgiann M Fleck <gmfleck@bridgtonmaine.org>; Jerusha Murray <jmurray@bridgtonmaine.org>; bbridges@woodardcurran.com
Subject: RE: Lower Main St Inspection Proposal

Hi John-

Checking in on a couple of things. Where are at with finishing up our current contract in regard to bid specs and docs and are you still planning on submitting a revised proposal?

Thanks!

Bob

Robert A. Peabody, Jr.
Town Manager
Town of Bridgton
3 Chase Street, Suite 1
Bridgton, ME 04009
(207) 647-8786 voice
(207) 256-7211 cell



SNOWDEN CONSULTING ENGINEERS, INC.

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Phone: (207) 465-4400 Fax: (207) 465-4441 email:bsnowden@snowdenengineers.com

January 28, 2019
WAT-18-027

Town of Bridgton
Attn: Georgiann Fleck
3 Chase Street, Suite 1
Bridgton, ME 04009

RE: Schedule for Lower Main Street funding for the Bridgton Water District

Dear Ms. Fleck:

I am pleased to submit this letter which details the anticipated schedule for funding application submissions for the Lower Main Street project. I am submitting this on behalf of the Bridgton Water District. There are two main agencies that the District will target to fund the water main portion of the project; Rural Development and the State Revolving Loan Fund through the Maine Drinking Water Program. As of the date of this letter, the Federal government has temporarily reopened and therefore, staff at Rural Development is available for discussions on this project.

The District's intent will be to submit an application to Rural Development for funding the Lower Main Street project as soon as possible. The District will begin the application process as early as next week to apply for these funds. I plan to speak with Rural Development officials this week to get things moving. It is anticipated that there will be some additional income survey work that will be required, and hopefully completed in the next month. The District will submit the application to Rural Development as soon as it and the income survey are completed. I would anticipate the submissions to be completed in March or April of 2019.

The District also intends to submit an application to the Maine Drinking Water Program for State Revolving Loan funding. The applications for this program are due in September of each year.

The decision on which funding source to use will depend on acceptance of the projects by the funding agencies and the terms of the funding from each agency. The District hopes to obtain a large percentage of grant or principal forgiveness for the project in order to lessen the impact on their rate payers.

The District will provide the Town with regular updates on the progress of these funding applications on a monthly basis.

If you have any questions regarding the funding search, please do not hesitate to contact either my office or the Bridgton Water District.

Sincerely,

Boyd A. Snowden, PE
President

Cc: Bridgton Water District

**TOWN OF BRIDGTON WASTEWATER TREATMENT
FACILITY & SEWER COLLECTION SYSTEM
PROJECT UPDATE**



Status Report

FEBRUARY 1, 2019

This memo is a status report of the Project Team's efforts on the Town of Bridgton's Wastewater Treatment Facility & Sewer Collection System Project and describes:

- Highlights of the work completed over the previous two weeks;
- Identification of the work anticipated over the next two weeks;
- Discussion of any outstanding issues that need to be addressed; and
- Schedule update.

Completed Work over the Previous Two Weeks

- Submitted comments to legal counsel on proposed easement language;
- Worked on revisions to proposed survey areas for new sewer; and

Anticipated Work over the Next Two Weeks

- Confirm survey areas and select local survey firm in coordination with Aerial Survey
- Continue review of soils work;
- Develop Fats, Oil and Grease (FOG) flyer for use with commercial users;
- Begin to receive aerial topo survey of main roadway areas (not field verified); and
- Contact geotechnical firms to secure boring and geotechnical services.

Outstanding Issues

- Securing site for proposed WWTF;
- Evaluating soils viability for proposed wastewater dispersal system; and

Schedule Update

- None.