

**Board of Selectmen**  
**WORKSHOP/MEETING**

**Upstairs Meeting Room**

**February 28, 2019**  
**4:00p.m.**

**Board Members Present:** Lee Eastman, Chairman; Glenn R. Zaidman, Vice Chairman; Robert P. Murphy; G. Frederick Packard and Carmen Lone. **Absent:** None

**Administration Present:** Robert A. Peabody Jr., Town Manager; Georgiann M. Fleck, Deputy Town Manager; Charisse Keach, Finance Officer.

**1. Call to Order**

Chairman Eastman called the meeting to order at 4:00p.m.

**2. Pledge of Allegiance**

The Board recited the Pledge of Allegiance

**3. Budget Workshop**

Town Manager Peabody gave an overview of the proposed budget and what the increases and decreases are compared to last year's approved budget. He also discussed revenues and how they are considered when creating a budget.

Deputy Town Manager Fleck said when I create the agenda I put the cost centers in numerical order, however, you can decide to take them out of order for consideration of attendees.

**4. Review of Cost Centers**

**011 – General Government / Admin**

Town Manager Peabody said there is an added position, Finance Clerk. Currently Dawn Taft does the 150 bills associated with Wastewater and that will potentially increase to 400. We need someone that is going to make that their main responsibility. I am proposing 20 hours for wastewater and 20 hours for assistance to the Finance Officer.

Town Manger Peabody said I am also proposing another summer intern to assist Public Works Director Kidder in inputting the information into the paver program.

There is an increase in account 4010 "website" due to the switch from GoDaddy to Office 365 which is a much more versatile program allowing shared emails between devices and shared calendars for staff and for the Police Chief who monitors the room use for meetings to open/close electronically the entry doors.

Account 4050 "GPCOG" increased because of their proposed increase in dues. Vice Chairman Zaidman said I would like to see a report on how much we get from them. Can we do better bidding out on our own rather than paying them the membership dues. Chairman Eastman said it seems that the most benefit is for the towns south of us. Vice Chairman Zaidman said I would

like to find out from Public Works Director Kidder what bids he utilizes and how much is saved by participating in the GPCOG bid process vs. going out on our own.

*The Consensus of the Board was to approve the proposed budget for account 011 General Government / Admin excluding \$10,420 GPCOG dues (account 011-4-4050) pending additional information.*

### **012 – Assessing**

Town Manager Peabody said this account covers the O’Donnell and Associates contract who has been doing it for the Town of Bridgton for 10 years. They have increased the contract by \$7,000 which is the first increase in five years. Chairman Eastman said do we have negotiating power? Town Manager Peabody said your option is to hire an assessor. If we did that it would be \$60-\$65,000 a year or we could go with the county but that would be more.

Vice Chairman Zaidman said the State is looking to implement an option for Towns regarding personal property. Town Manager Peabody said our value is 16.3 million and our commitment is \$241,000. Chairman Eastman said we would lose that? Town Manager Peabody said the taxpayers would have to make that up.

Vice Chairman Zaidman said we could consider having a licensed assessor in the office. Town Manager Peabody said Deputy Town Clerk Taft is licensed. Town Clerk Chadbourne said Denis Berube, O’Donnell and Associates, does come to the office but does not go out and assess the properties. Another rep from their office comes and does that. Vice Chairman Zaidman said we could leave that portion the same but do the paperwork portion in-office to decrease some of our costs.

*The Consensus of the Board was to approve the proposed budget for account 012 Assessing in the amount of \$47,500.*

### **013 – Code Enforcement**

Rob Baker, Code Enforcement Officer, was present representing the Code Enforcement budget.

Code Officer Baker said there usually is not a huge difference in my budget from year to year.

Town Manager Peabody said I recommended a decrease in account 4090 “Legal” from \$15,000 to \$12,000. Chairman Eastman said is that a sufficient amount? Code Officer Baker said yes.

*The Consensus of the Board was to approve the proposed budget for account 013 Code Enforcement in the amount of \$104,787.*

### **014 – Community Development**

Town Manager Peabody said the position of Community Development is still vacant and we continue to take in applications for the position.

I have increased the salary to \$70,000 because it has been difficult to secure anyone that is qualified.

*The Consensus of the Board was to approve the proposed budget for account 014 Community Development in the amount of \$123,318.*

### **016 – General Assistance**

Laurie Chadbourne, Town Clerk, was present representing the General Assistance budget.

Town Manager Peabody said any money spent is reimbursed 70% by the state. Line item 4170 “utilities assistance” AND 4180 “Fuel Assistance” AND 4200 “Burial Assistance” was decreased. Town Clerk Chadbourne said I concurred with Town Manager Peabody on the reductions.

*The Consensus of the Board was to approve the proposed budget for account 016 General Assistance in the amount of \$20,844.*

### **017 – Town Clerk**

Laurie Chadbourne, Town Clerk, was present representing the Town Clerk budget.

Town Clerk Chadbourne said following last year’s election there was a meeting with the ballot clerks and it was decided that a way to prevent the same issue, long lines to deposit ballots, in the future is to add an additional 2 ballot machines. The state is in the middle of negotiating a contract so the machines could look totally different and the fees could be different but I budgeted what we are currently paying.

*The Consensus of the Board was to approve the proposed budget for account 017 Town Clerk in the amount of \$196,094.*

### **029 – Other General Government Account 6240 – Lake Region T.V.**

Chris Richards, Lake Region Television Manager, was present representing the Lake Region Television budget.

Mr. Richards said I submitted back-up information to support my request. Town Manager Peabody said we are negotiating the franchise fee with Spectrum. Currently it is 3% and I will be “pushing” for 5%.

Mr. Richards said we are requesting \$41,882. \$8,750 of that will be deposited into LRTV’s Capital Reserve Account to help with the cost of a new Cablecast/Tightrope System. We have also taken \$10,000 of the “house account” and deposited into our capital reserve account. We have also applied for a grant from the Ham Foundation. Finance Officer Keach said how much is the grant for? Mr. Richards said \$25,000.

Chairman Eastman said who will do the installation of the Cablecast system? Mr. Richards said Bill Severence who did the original work which has lasted years. By Mr. Severence doing the work we will save \$8,000.

Town Manager Peabody said Lake Region Television used to pay a monthly rent of \$200 but a few years ago we decreased their request in lieu of the rent.

*The Consensus of the Board was to approve the proposed budget for account 029-6-6240 Lake Region T.V. in the amount of \$41,882.*

**029 – Other General Government  
Account 9010 Contingency**

Town Manager Peabody said this account is used for any unforeseen/unexpected expenses throughout the year. We have been budgeting \$30,000 each year and any money left over I request a carry-forward. This covers expenses such as the recent Economic Study that the Board of Selectmen approved.

*The Consensus of the Board was to approve the proposed budget for account 029-9-9010 Contingency in the amount of \$30,000.*

**5. Other Topics for Discussion**

There were none.

**6. Upcoming Budget Workshop/Meetings**

**Friday, March 1, 2019 3:00p.m.to 5:00p.m.**

**Monday, March 4, 2019 4:00p.m.**

**Tuesday, March 5, 2019 4:00p.m.**

**Thursday, March 7, 2019 4:00p.m.**

**Wednesday, March 13, 2019 4:00p.m. (if needed)**

**7. Adjourn**

Chairman Eastman adjourned the meeting at 6:38p.m.

Respectfully submitted,

---

Georgiann M. Fleck, Deputy Town Manager