

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

**Upstairs Meeting Room**

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

**Board Members Present:** Lee Eastman, Chairman; Glenn R. Zaidman, Vice Chairman; Robert P. Murphy and Carmen Lone. **Absent:** G. Frederick Packard

**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. Approval of Minutes**

- a. Approval of Minutes from workshop/meeting held February 28, 2019
- b. Approval of Minutes from workshop/meeting held March 1, 2019

Selectman Lone suggested that rather than approve individual minutes at each meeting that all the minutes be held and presented for approval when the workshop/meetings are complete. The Board concurred.

**4. Questions/Comments on Previous Budget Items/Department**

There were none

**5. Review of Cost Centers**

**031 – Police Department**

Rick Stillman, Police Chief, was present representing the Police Department Budget.

Chief Stillman said this past year the Police Department has hosted a couple of significant events which have been a big hit. Ashley Hutter, Public Safety Administrative Assistant, has organized these events with great success. We have an MOU with Through These Doors previously known as Family Crisis to review each domestic violence case. They reach out and work with the victims and work with our department on training. We also have an agreement with the Crooked River Counseling on substance abuse disorder, working with them for treatment and counselling.

Account 031—1020 (Hourly) includes a new officer. Current officers are spending a tremendous amount of time on investigation and reporting. I would like to have an officer that is a dedicated investigator while using the officer on days when we need additional coverage. Town Manager

Peabody, was reluctant to fund that position at this time. I concurred with the Town Manager but I think it is something that should be considered in future.

Selectman Lone said why such a large increase in account 031-4-4070 (Meetings/Sem)? Chief Stillman said I have made a three year commitment to IACP. I was asked as a representative of departments of 15 or less. They are a professional policing organization and it was an honor to be asked. Vice Chairman Zaidman said what does it bring to Bridgton? Chief Stillman said I am an “outsider” and that changed when I was appointed. My knowledge and experience is a benefit to the Committee and in-turn allows more connections and awareness of many different programs.

Chairman Eastman asked for clarification on account 031-7-7200 (Vehicles)? Chief Stillman said there are 7 cruisers. I have a take home car, Sergeant Phil Jones and Sergeant TJ Reese both have a take home car because they may need to respond from home. That leaves 4 cars available. I kept the last car because our rotation is not consistent. We can fix it by not trading in a car. I rely on Public Works, Scott Smith’s recommendation as to whether a car needs to be taken out of service.

Vice Chairman Zaidman said account 031-5-5150 (Telephone) has a budgeted amount of \$9,000. Finance Officer Keach said this covers internet and the phone system which is via contract with GWI.

*The Consensus of the Board was to approve the Town Manager’s recommendation for account 031 Police Department in the amount of \$877,624. (Chairman Eastman; Vice Chairman Zaidman and Selectman Lone – Town Manager’s recommendation AND Selectman Murphy – Chief Stillman’s budget request).*

### **032 – Bridgton Fire Department**

Fire Chief Steve Fay was present representing the Fire Department. Also present was Deputy Chief Eric Field and Deputy Chief Paul Field Jr.

Chief Fay said we are having an issue with manpower particularly during the work day. It was decided, through discussion, that we need to increase our staffing level. The increase in account 032-1-1020 (Hourly) is to hire two additional employees. Both positions would be full time Monday through Friday. The lack of membership and the lack of availability during workdays needs to be addressed and this is just the beginning. Finance Officer Keach said there is no back-up documentation regarding your request. Chief Fay said we took \$20,000 from account 032-1-1030 (Part-time) and added it to account 1020. Sebago, Casco and Naples have fire department members on duty. Deputy Town Manager Fleck said when Town Manager Peabody and I met with Chief Fay we asked for back-up documentation and a job description to support the request of two full-time members. It was also determined that these two individuals would be responding to calls after their regular work shift which means there will be overtime which is not shown in the budget.

Chief Fay said we put a room on south station, thanks to Everlast Roofing and we are now looking to do a roof on North Station.

Chairman Eastman said there was a capital improvement project for an airvac system. Town Manager Peabody said the only capital projects I brought forward was for paving. Vice Chairman Zaidman said how much is the system? Chief Fay said approximately \$60,000. Vice Chairman Zaidman said can the money come out of the Fire Department Equipment reserve account? Town Manager Peabody said yes. Vice Chairman Zaidman said I would suggest taking \$58,000 from the reserve account.

Finance Officer Keach said what was the other capital expense? Chief Faye said it was a response vehicle. Town Manager Peabody said I sent the Chief some information on a used vehicle to consider. Chief Fay said I looked at the specs and it would not be sufficient for what we need.

Chairman Eastman asked for clarification of account 032-3-3190 (hoses). Town Manager Peabody said I asked for an inventory of hoses because past budget shows they have not spent anywhere near what their budget requests have been. Chief Fay said last time we tested our hose there were mice in the hose. We were able to repair some of the damage but there are still a couple that need repair and there is some old hose that needs to be replaced. Town Manager Peabody said with the money budgeted this past year and the amount you requested this year would give you close to the amount of your budget request to replace hose.

Chief Fay said I would like to request that account 032-1-1050 (Training) be increased by \$2,000.

*The Consensus of the Board was to approve the Town Manager's recommendation for \$299,064 with an increase of \$2,000 to account 032-1-1050 (Training) for a total of \$301,064*

### **033 – Animal Control**

Rick Stillman, Police Chief, was present representing Animal Control.

Chief Stillman said our long-term Animal Control Officer (ACO) resigned for a full time position in Windham. To better retain an individual for this position we implemented regular hours and increased the pay. The Town of Harrison was also looking for an ACO because out-going ACO also worked for them. Sebago was interested but recently notified me that they have reconsidered. Our recent hire is doing a great job, taking care of administrative work and calls.

*The Consensus of the Board was to approve the Department Heads request for account 033 Animal Control in the amount of \$23,378.*

### **034 – Civil Emergency**

Todd Perreault was present representing Civil Emergency.

EMA Director Perreault said the biggest increase is in account 034-1-1090 (Stipends) because I would like to include training to create an EOC/Unified Command program per the NIMS training. Other increases are for equipment that staff may need.

*The Consensus of the Board was to approve the Town Manager's recommendation of account 034 Civil Emergency in the amount of \$20,669.*

## **Account 294-7-7101 Capital Expenditures - Generators**

Vice Chairman Zaidman said why does the whole Municipal Building need to run on a generator? EMA Director Perreault said because if something happens only part of the building is currently being run by the generator. The downstairs where the Command Center is is not hooked up to run and only a portion of the upstairs runs on the generator. Vice Chairman Zaidman said it is a sizable generator and could probably do more than it currently is. Therefore, I would like to recommend that staff contact Joe Gallinari, Gallinari Electric, to assess the generator and determine what is being run and what could be run with the existing generator.

*The Consensus of the Board was to eliminate \$41,000 from account 294-4-7101 Capital Expenditure – Generators. The approved budgeted amount for account 294 is \$515,000.*

## **035 - Health Officer**

Diane Paul was present representing Health Officer.

Health Officer Paul said I attend courses, classes and seminars as well as on-line trainings on a multitude of issues. If someone has a complaint regarding a health issue I do the research, create a report and follow-up. I am also the Health Officer for the Town of Harrison.

Chairman Eastman said I did not know what the Health Officer's responsibilities are and I think we should be more public about this position's responsibility so the public is more aware. We could put something in the paper or on our website. Last year when we had the water issue at the beaches CDC got involved when we have a local health officer. Deputy Town Manager Fleck said the CDC got involved because some people went to the hospital with symptoms. Town Manager Peabody said the hospital is required to notify CDC. Deputy Town Manager Fleck said once we were notified by CDC that there was a problem we notified Health Officer Paul immediately.

*The Consensus of the Board to was to approve the proposed budget for account 035 Health Officer in the amount of \$2,489.*

## **049 – Other Public Safety**

### **Account 049-5-5320 – Orn Light**

Vice Chairman Zaidman said you may want to contact CMP to have them update their list of accounts because some of the business references such as *Leadbetters* no longer exists.

### **Account 049-5-6130 - Hydrants**

EMA Director Perreault said the Bridgton Water District has notified the PUC that we would like to implement a rate increase of 2%.

*The Consensus of the Board was to approve account 049 Other Public Safety in the amount of \$273,883.*

## **6. Other Topics for Discussion**

### **Bridgton Water District**

EMA Director and Bridgton Water District Trustee Perreault said I just came from a Water District Meeting and we have applied for a grant through Rural Development to cover costs of work to be done in conjunction with the streetscape projects but we will not know until December if it is approved. We don't have the money to pay an engineer. The estimated costs would be \$50,000. Chairman Eastman said could the Town consider a loan? Town Manager Peabody said yes, we would need to have an agreement with the Water District which would include language to cover the Town should the Water District default on the loan. I will need to meet with EMA Director Perreault to discuss the details.

### **7. Upcoming Budget/Workshop/Meetings**

Tuesday, March 5, 2019

Thursday, March 7, 2019

Wednesday, March 13, 2019 (If needed)

### **8. Adjourn**

Chairman Eastman adjourned the meeting at 7:54p.m.

Respectfully submitted,

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Georgiann M. Fleck, Deputy Town Manager