

**Board of Selectmen
WORKSHOP/MEETING**

Upstairs Meeting Room

**March 5, 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. Questions/Comments on Previous Budget Items/Department

There were none

4. Review of Cost Centers

071 – Recreation

Gary Colello, Recreation Director, was present representing Recreation

Recreation Director Colello gave a PowerPoint presentation to support his budget request. Most programs have continued to grow from when I first arrived.

Recreation Director Colello said in account 071-1-1010 there is a proposed full time programmer. There are so many things that are required of a recreation director from scheduling, reporting, documentation, program organizing, overseeing programs, budgets, correspondence and managing staff. This person would oversee the staff which would allow me more time on the administrative portion of recreation. During the summer months they would also be responsible for summer camp and beach duties and various programs. I would like the time to create more events like veteran events and maybe a health fair, we are not just youth athletics any more. I have been in contact with Fish and Game to do an event such as snowmobiling and fishing. These are the types of things I would like to offer but just don't have the time. This person would be stationed at the Town Hall.

Chairman Eastman said is it a full time position with benefits? Recreation Director Colello said yes.

Chairman Eastman said are you using other towns to help you build on your programs? Recreation Director Colello said yes, I collaborate with Harrison for adult trips as well as Naples. Almost everything that I do I reach out to other towns.

Vice Chairman Zaidman said how much do you have for seniors to do? Recreation Director Colello said not a lot due to time constraints. Vice Chairman Zaidman said will the Program

Coordinator allow more time to plan events for seniors? Recreation Director Colello said yes. I don't know if the school still allows it but they used to let the seniors in to walk. We have started a walking program at the Town Hall.

Recreation Director Colello said at summer camp there is free lunch and breakfast regardless of income. To date we do not have any grants coming in. I try to keep the fields trips as local as possible. There is a nominal fee according to the fee for the trip.

Chairman Eastman said do you think it is going to be difficult to fill the position? Recreation Director Colello said no, not with being full time and benefits. There are so many people involved in recreation that I think we would have a significant response.

Vice Chairman Zaidman said are there any qualifications required for the position? Town Manger Peabody said it is in the job description which is included in your budget binder but I would like someone that is highly motivated. Chairman Eastman said I would like to see as a succession plan. I would suggest adding CPR certified as a qualification to the job description.

The Consensus of the Board was to approve account 071 Recreation in the amount of \$236,396.

072 - Bridgton Public Library

Stan Cohen was present representing the Bridgton Public Library. Also present was Betsey Morris.

Mr. Cohen said we are probably not going to meet the annual fund. The town should be supporting the library to 50% of its operating costs. We are a small town library. The Four on the Fourth raises \$50,000 but that is plateauing so we are not going to see much of an increase. Our plan is to withdraw \$35,000 from our endowment. The salary line in our expense budget is up 4%. The library continues to be very busy and provide extraordinary services with over 21,000 visits.

Chairman Eastman said do you have another library that is equal in size to compare costs to? Mr. Cohen said no. Ms. Morris said we have looked into that and I can submit that data. The Bridgton Library is considered a mentor to other libraries.

Finance Officer said in your report you refer to restricted income. Mr. Cohen said that is when we receive a donation with restrictions attached.

Vice Chairman Zaidman said when you put the back parking lot in how was it funded? Mr. Cohen said it was funded through our capital reserve account and money from the Ham Foundation.

Vice Chairman Zaidman said how much money do you have in your endowment fund? Mr. Cohen said just under \$900,000.

Finance Officer Keach said the library requests their approved funding immediately following the Annual Town Meeting. Mr. Cohen said it can be requested quarterly.

The Consensus of the Board was to approve account 072 Library in the amount of \$84,000.

075 – Community Center

Selectman Lone said I am the Director of the Community Center. My assistant is not well so I am going to make the presentation this evening, however, I recuse from any voting.

Chairman Eastman said is it enough? What are your pitfalls? Director Lone said staffing.

Director Lone said we had an anonymous donor give \$5,000 toward the community kettle dinner and we had our first beneficiary of a community fund managed by Maine Community Foundation. The initial amount is \$10,000 and we can draw off the interest in 2021.

Selectman Murphy said what we are doing with the garage? Town Manager Peabody said the MOU has the Town sharing the garage with the Community Center. The provision is in there that if we need the space we can take the garage over. Director Lone said we would like to get it cleaned out and create some organized storage space.

Director Lone said the Community Center is a spring board for entrepreneurs to start new businesses such as yoga, Pilates and art classes.

The Consensus of the Board was to approve account 075 Bridgton Community Center in the amount of \$77,185 (4 Approve / 0 Oppose / 1 Recuse (Selectman Lone recused from voting due to her affiliation as Director of the Bridgton Community Center)

291 - Insurances

Vice Chairman Zaidman said the Town should look into an umbrella policy. Town Manger Peabody said I meet with a representative annually from Chalmers. I will inquire about an umbrella policy at the next meeting.

The Consensus of the Board was to approve account 291 Insurances in the amount of \$215,127.

292 – Employee Benefits

Chairman Eastman said does the Town shop for insurance? Town Manager Peabody said it has but MMA gives us the best deal. The COLA's are in here. You will only see me include the COLA's in this account on a contract year because I do not want to show my "hand". Normally you would see it in each individual account, however, I show it this year as a lump sum amount.

Consensus of the Board was to approve account 292 Employee Benefits in the amount of \$821,831.

5. Other Topics for Discussion

There were none.

6. Upcoming Budget Workshop/Meetings

Thursday, March 7, 2019 – 4:00p.m.

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

7. Adjourn

Chairman Eastman adjourned the meeting at 6:20p.m.

Respectfully submitted,

Georgiann M. Fleck, Deputy Town Manager