

## Board of Selectmen's Meeting Minutes

May 14, 2019; 4:30 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; Deputy Town Manager Georgiann Fleck; Town Clerk Laurie Chadbourne; Public Works Director Jim Kidder

### 1. Call to Order

Chairman Eastman called the meeting to order at 4:30 P.M.

### 2. Pledge of Allegiance

The Board recited the "Pledge of Allegiance."

### 3. District Court Space Walkthrough

The Board reviewed the building space of the District Court area.

### 4. Approval of Minutes

a. April 22, 2019

b. April 23, 2019

**Motion** was made by Selectman Lone for approval of the minutes from the April 22, 2019 and April 23, 2019 Board Meeting; second from Selectman Packard. 5 approve/0 oppose

### 5. Public Comments on Non-Agenda Items

Fire Chief Thomas Harriman updated the Board on the increase in department membership since his appointment. He also reported that he feels confident with mutual aid from surrounding communities.

### 6. Committee Reports

There were no committee reports.

### 7. Correspondence and Other Pertinent Information

#### a. Audit Presentation

Representing Barry Talbot Royer, Mark Roy reviewed a PowerPoint presentation (see attached).

#### b. Town of Bridgton EV Chargers

Jimmy Ellis, Infrastructure Deployment -Program Development from ChargePoint and Jennifer Brennon from Efficiency Maine were present. Mr. Ellis reviewed a PowerPoint Presentation (see attached). Mr. Ellis responded to several questions asked by the Board. He will gather additional information for Board review at their next meeting.

### 8. New Business

#### a. Awards and Other Administrative Recommendations

##### 1. Proposed Road Name

**Motion** was made by Selectman Lone for approval of Orchard Lane as the name of a private road sited on Map 8, Lot 37A owned by William Archard; second from Vice-Chairman Zaidman. 5 approve/0 oppose

## 2. Boundary Agreement; Hatch

At the Board's June 13, 2017 meeting, the surveyor retained by Susan Hatch, presented a survey identifying two boundary issues between the Town and Susan Hatch to resolve the boundary discrepancies. The Town Attorney in concert with the surveyor has drafted a boundary line and drainage easement agreement for Board consideration. **Motion** was made by Vice-Chairman Zaidman to direct the Town Manager to sign the Boundary Line and Drainage Easement Agreement between the Town and Susan Hatch; second from Selectman Packard. 5 approve/0 oppose

### b. Permits/Documents Requiring Board Approval

1. Victualer's Licenses Renewals: Beth's Kitchen Café; The Gazebo; Maine Lobster Express; Tom's Homestead 1821; Worth the Wait BBQ

**Motion** was made by Vice-Chairman Zaidman for approval of Victualer's Licenses for Beth's Kitchen Café; The Gazebo; Maine Lobster Express; Tom's Homestead 1821; Worth the Wait BBQ; second from Selectman Packard. 5 approve/0 oppose

### c. Selectmen's Concerns

- **Selectman Packard** had no concerns.
- **Selectman Murphy** reported that a truck drove over his family gravesite in the South High Street Cemetery. He is extremely upset and will provide photos of the ground to the Town Manager.
- **Vice-Chairman Zaidman** requested that the Town Manager reach out to the Maine Department of Transportation to find out specifically when the traffic study will be done in July.
- **Vice-Chairman Zaidman** asked if certificates are being sent out to new businesses and if there is any record of how many have been issued. Deputy Town Manager Fleck responded that the executive secretary submits a thank you letter and certificate to new businesses and they are issued a "swag bag." Ms. Fleck will gather the numbers and report back to the Board.
- **Vice-Chairman Zaidman** asked for an update on the status of a workshop to review the Personnel Policy, more specifically to explore the grievance policy. The Board opted to review this policy at the first meeting in September.
- **Selectman Lone** requested a workshop to review the Parking Ordinance. The Board opted to hold a workshop session on July 16<sup>th</sup>.
- **Vice-Chairman Zaidman** reported that the Pondicherry Park Steering Committee walked through Pondicherry Park. He noted that the bridge is starting to weather and needs maintenance and there are a few areas in the park that also require maintenance but it's in pretty good shape.
- **Chairman Eastman** had no concerns.

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

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

"The Town of Bridgton is pleased to announce that they have been awarded a Safety Enhancement Grant by the Maine Municipal Association Workers Compensation Fund in the amount of \$1,144.31. This grant is to be used exclusively for purchasing fifteen Respirators and two cases of Gloves.

The Ed MacDonald Safety Enhancement Grants and Scholarship Grants provide financial assistance to members of the MMA Workers Compensation Fund to purchase safety equipment or services to assist in reducing the frequency and severity of workplace injuries. The grant programs are designed to prevent injuries and improve workplace safety for our Maine employees. The reduction in employee injuries also benefits the taxpayers by lessening lost hours at work, cost of claims and potential overtime expenses for employees who might have to fill in for injured co-workers.

The Town was again successful in securing \$6,500 from the Narragansett Number One Foundation to provide scholarships to the Summer Rec Program. This is our third year receiving funding.

The Bridgton Police Department hosted its third Youth Safety Day at Steven's Brook Elementary on Saturday May 4<sup>th</sup>; 83 kids registered with approximately 175 total attendees. Participants were able to meet and learn about public safety from the Bridgton Police and Fire Departments, United Ambulance, Maine Forest Service, Warden Service and Inland Fisheries and Wildlife. Cumberland County Dispatch had them practice 911 calls. The kids received free bike helmets donated by the Bridgton Rotary Club, bike safety checks by Green Mountain Bike Shop and a goodie bag sponsored by MacDonald Motors. The local Boy Scout Troop ran an obstacle course teaching proper hand signaling. Hannaford provided and served free hot dogs and snacks. Two lucky participants won brand new bikes donated by Bedard Excavation. Special thanks to Ashley Bedard for all her efforts organizing this event. Thanks also to Chief Stillman, Chief Harriman and EMA Director Todd Perreault.

Samantha Eichel has been hired as Deputy Town Clerk. She is a familiar face having held that position before moving out of State.

The deadline for applications for the Wastewater Superintendent position is this Friday, May 17<sup>th</sup>. To date we have received 5 applications. Recreation has the following openings: 1 lifeguard, 1 summer camp counselor and 1 water safety instructor. Gary Colello, Rec Director, will be interviewing candidates this Monday. If you are interested, contact him at 207-647-8786.

Emily Duff, the Town's summer intern through the Margaret Chase Smith Policy Center, begins work this coming Monday. Her title will be GIS/Roads Field Assistant. She will be working with Jim Kidder on cataloguing road related assets such as culverts, signs, hydrants and manholes for the Town's GIS Program. She will also be entering road surface data into Paver which is a road surface software program. It should be noted that the Town is receiving a \$1,500 Maine Municipal Association summer intern award this year.

#### Deputy Town Manager Georgiann Fleck reported the following:

"This past week was the 50<sup>th</sup> Anniversary of *Municipal Clerks Week*. Even though the week has since passed their work continues which is why I would like to take this opportunity to recognize the Town of Bridgton's Municipal Clerks. They are usually your first point of contact either by phone or in person. Their knowledge, training and experience is vitally important to the functions of the office and the community and Bridgton is fortunate to have clerks so dedicated to their profession.

Recreation is in full swing with sign-ups for swim lessons of all ages including adult sessions, adult field trips to Cabbage Island for the Clam Bake, Hackmatack Playhouse with lunch at Spring Hill Restaurant and a trip to see the Portland Seas Dogs and don't forget the circus is coming July 21<sup>st</sup> and 22<sup>nd</sup>. For additional information on these as well as other activities refer to the Town of Bridgton website at [www.bridgtonmaine.org](http://www.bridgtonmaine.org) or contact Recreation Director Gary Colello at 647-1126.

Absentee ballots are currently available for the school and the local election. The Town Meeting election/referendum is June 11, 2019 and the business portion of Town Meeting is June 12, 2019."

## 9. Old Business

### b. Streetscape: Upper and Lower Main Street Status Update

Colin Dinsmore, P.E., HEB Engineers, reviewed a PowerPoint presentation (see attached). The Board also received the bid results from J. Pratt and directed Town Manager Peabody to review/negotiate the bid package and report his results at the next meeting.

### a. Wastewater Status Update

Chairman Eastman noted that we pay a lot of money for consultants to come and help us with projects and we have a sitting Board Member with a wastewater license who has a great amount of knowledge about the system. Chairman Eastman suggested that Vice-Chairman Zaidman sit in on the meetings with the engineers to report the details back to the Board for decision making. The Board directed this to the next agenda for additional discussion.

## 10. Treasurer's Warrants

**Motion** was made by Selectman Murphy for approval of Treasurer's Warrants numbered 96, 97, 98, and 99; second from Selectman Packard. 5 approve/0 oppose

11. Public Comments on Non-Agenda Items

Deb Brusini asked for an update on the community development director position. Town Manager Peabody responded that there is a candidate being considered for the position, but advertising is ongoing.

Deb Brusini suggested having a rotating intern; one for the summer months and one for the winter months. Town Manager Peabody responded that a lot of schools have done away with public administration making it difficult to fill this kind of position.

Robert McHatton reported that the theme of the fourth of July parade is "wild-wild west."

Robert McHatton stated that the Chairman of the Community Development Committee is acting as the secretary as well; he requested the use of staff to transcribe their meeting minutes.

Deputy Town Manager Fleck reported that the 7<sup>th</sup> annual volunteer and staff appreciation event is in the planning stages and a date needs to be firmed up to which the Board was okay with June 8<sup>th</sup>.

12. Dates for the Next Board of Selectmen's Meetings

May 28, 2019 and June 11, 2019

13. Executive Session: Per MRS Title 1, Section 405.6.A.1. for Personnel Matters

**Motion** was made by Vice-Chairman Zaidman to enter executive session at 7:26 per MRS Title 1, Section 405.6.A.1 to discuss personal matters; second from Selectman Murphy. 5 approve/0 oppose

**Motion** was made by Vice-Chairman Zaidman to exit executive session at 8:30 P.M.; second from Selectman Lone. 5 approve/0 oppose

14. Executive Session: Per MRS Title 1, Section 405.6.C. for Economic Development Matters

**Motion** was made by Vice-Chairman Zaidman to enter executive session at 8:39 P.M. per MRS Title 1, Section 405.6.C. to discuss economic development matters; second from Selectman Lone. 5 approve/0 oppose

**Motion** was made by Selectman Lone to exit executive session at 9:44 P.M.; second from Vice-Chairman Zaidman. 5 approve/0 oppose

15. Adjourn

Chairman Eastman adjourned the meeting at 9:44 P.M.

Respectfully submitted,

Laurie L. Chadbourne  
Town Clerk