

Board of Selectmen's Meeting Minutes

March 31, 2020; 5:00 P.M.

Board Members Present: Liston E. Eastman, Chairman; Glenn R. Zaidman, Vice-Chairman; Carmen E. Lone

Board Members Remote: G. Frederick Packard, Robert P. Murphy (joined the meeting at 7.b.2.)

Administration Present: Town Manager Robert Peabody; Deputy Town Manager Georgiann Fleck

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. March 9, 2020

b. March 10, 2020

c. March 12, 2020

Motion was made by Selectman Lone for approval of the minutes from the March 9, 2020, March 10, 2020 and March 12, 2020 Board Meetings; second from Selectman Packard. 4 approve/0 oppose

4. Public Comments on Non-Agenda Items

Nancy Donovan voiced concerns reading town issues without proper public forum to which Town Manager Peabody responded that remote meetings do adhere to the requirements of law during this order.

Paul Tworog voiced concerns regarding the stay at home order with social distancing and questioned gathering signatures on nomination papers to which Town Manager Peabody responded that those mandates can only be waived by the Governor.

Deb Brusini asked if the Board would like video and audio on or off to which Chairman Eastman responded that audio should be muted.

Dan Harden noted that the office is closed to the public and asked how he should return his nomination papers to which Town Manager Peabody responded that they may be left in the drop box outside the Town Office or mailed to the Clerk's Office.

5. Committee Reports

There were no committee reports.

6. Correspondence, Presentations and Other Pertinent Information

a. Resignation of Michael Tarantino from the Capital Improvement Committee

Motion was made by Vice-Chairman Zaidman to accept with regret Michael Tarantino's resignation from the Capital Improvement Committee; second from Selectman Packard. 4 approve/0 oppose

7. New Business

a. Awards and Other Administrative Recommendations

1. Appointment of Election Clerks

Motion was made Selectman Packard to approve the candidates for appointment as election clerks as nominated by the major parties and recommended by the Town Clerk; second from Selectman Lone.

4 approve/0 oppose

2. Request from Public Services Director to Increase Freon and Tire Disposal Charges

The Public Services Director requested an increase in fees to reflect actual cost. **Motion** was made by Selectman Packard to approve the fee increases as requested; motion fails for lack of a second. Selectman Lone recommended waiting and reviewing all fees at the same time.

3. Recommendations from Planning Board for Referendum

The Board opted to take this item up under agenda item 7.c.

4. Request for New Road Name

Motion was made by Vice-Chairman Zaidman for approval of Eagle Shore Drive for the private way situated on Map 10, Lot 43 owned by Michael Courtney; second from Selectman Lone. 4 approve/0 oppose

b. Permits/Documents Requiring Board Approval

1. Cumberland County Tax Assessor's Return

Motion was made by Selectman Packard to sign the Tax Assessor's Return pursuant to a Warrant from James H. Gailey, Clerk of Cumberland County dated March 12, 2020; second from Vice-Chairman Zaidman.

4 approve/0 oppose

Selectman Murphy joined the meeting remotely.

2. Resolution to Authorize Town of Bridgton to Accept \$2,050,000 in Funding from the Clean Water State Revolving Loan Fund Program, Including \$1,050,000 in Loan Forgiveness Funding, and to Issue up to \$1,000,000 in General Obligation Bonds for Wastewater Systems Upgrade

Motion was made by Selectman Lone to move that the Resolution entitled, "Resolution to Authorize Town of Bridgton to Accept \$2,050,000 in Funding from the Clean Water State Revolving Loan Fund Program, Including \$1,050,000 in Loan Forgiveness Funding, and to Issue up to \$1,000,000 in General Obligation Bonds for Wastewater System Upgrades," be adopted in form presented to this meeting and that an attested copy of said Resolution be filed with the minutes of this meeting; second from Selectman Packard. 5 approve/0 oppose

RESOLUTION TO AUTHORIZE TOWN OF BRIDGTON TO ACCEPT \$2,050,000 IN FUNDING FROM THE CLEAN WATER STATE REVOLVING LOAN FUND PROGRAM, INCLUDING \$1,050,000 IN LOAN FORGIVENESS FUNDING, AND TO ISSUE UP TO \$1,000,000 IN GENERAL OBLIGATION BONDS FOR WASTEWATER SYSTEM UPGRADES

The Board of Selectmen of the Town of Bridgton resolves as follows:

1. That under and pursuant to the November 6, 2018 referendum approval of the voters of the Town of Bridgton (the "Town") for the financing of wastewater system upgrades, a November 14, 2019 Maine Department of Environmental Protection Clean Water State Revolving Fund Project Authorization letter to the Maine Municipal Bond Bank (the "Bond Bank") for the financing of the Town's new centralized wastewater treatment facility and collection system upgrades and expansion (the "Project"), the October 3, 2019 Bond Bank approval letter to the Town for the financing of the Project, and all applicable law, the Town is authorized to enter into one or more Loan Agreements with the Bond Bank to effect funding from the Bond Bank to finance the Project in the aggregate principal amount of up to \$2,050,000, but of which amount an aggregate amount of \$1,050,000 of principal shall be forgiven by the Bond Bank (the "Loan Agreements"); that the Loan Agreements shall be executed in the name and on behalf of the Town by a majority of the Board of Selectmen and the Treasurer, attested by the Clerk under the seal of the Town, and delivered

by the Treasurer; that the Loan Agreements shall otherwise be on such terms and in such form as the Treasurer may approve, their execution and delivery to be conclusive evidence of such approval.

2. That under and pursuant to sections 5953-A, 5772, and 6006-A of Title 30-A of the Maine Revised Statutes and all other applicable law, the Town is authorized to borrow the sum of up to \$1,000,000 from the Bond Bank to finance the Project and to issue the Town's general obligation bonds or notes in an aggregate principal amount of up to \$1,000,000 payable in not more than twenty substantially equal annual installments with interest at a rate not to exceed 1.0% per annum payable semi-annually (the "Bonds"); that the Bonds shall be in registered form, executed in the name and on behalf of the Town by a majority of the members of the Board of Selectmen and by the Treasurer, attested by the Clerk under the seal of the Town, and delivered by the Treasurer; and that the Bonds shall otherwise be on such terms and in such form not inconsistent herewith as the Treasurer may approve, their execution and delivery to be conclusive evidence of such approval.
3. That the Chair, the Treasurer, and other appropriate officials of the Town, acting singly, are authorized in the name and on behalf of the Town to execute and deliver such other instruments, documents, certificates, assignments, and agreements, and to take or cause to be taken such other actions, for and on behalf of the Town as may be necessary, convenient, or appropriate to effect the Loan Agreements and the Bonds, and that the Clerk is authorized to attest to the foregoing and attach the Town's seal to any of the foregoing.
4. That the Town Clerk shall file an attested copy of this Resolution with the minutes of this meeting.

3. Lower Main Street Bid Award

Motion was made by Vice-Chairman Zaidman to approve Pratt & Sons, Inc. bid of \$1,588,587.22 for the Lower Main Street Reconstruction Project; second from Selectman Packard. 5 approve/0 oppose

4. Discussion of Main Hill Parking Lot

Motion was made by Chairman Eastman to authorize the Town Manager to sign the contract amendment #4 with the engineer for the Main Hill Parking Lot Project; second from Selectman Packard. 5 approve/0 oppose

Motion was made by Chairman Eastman to approve the inclusion in the 2020-2021 Municipal Budget the cost of engineering and construction will come from the Route 302 TIF account; second from Vice-Chairman Zaidman. 5 approve/0 oppose

5. Open Ended or Capped Warrant Articles for Annual Town Meeting

Motion was made by Vice-Zaidman to designate "capped" warrant articles for appropriations; second from Selectman Packard. 5 approve/0 oppose

6. CDC Recommendations for CDBG Funding

The Community Development Committee has met and voted their recommendations for funding from the Community Development Block Grant 2020-21 Program. Town Manager Peabody noted that the County needs these by April 13, 2020, the Board needs to conduct a public hearing on April 7, 2020 and approve the projects at that meeting to meet the County deadlines. The Board reviewed the applications for Public Services and Infrastructure. Community Development Director LaCroix, Town Manager Peabody and Public Services Director Madsen responded to several questions asked by the Board. The Board supports the Backpack Program for Stevens Brook Elementary School. The Board supports the Social Services, Community Navigator Program. The Board supports the Bridgton Food Pantry. The Board supports the Town Summer Recreation Program. The Board requested additional information on the East Main Street Pocket Park and Oak Street Landscape Project. **Motion** was made by Vice-Chairman Zaidman to accept the Community Development Committee Recommendations, with caveat, and set a public hearing for April 7, 2020; second from Selectman Packard. 5 approve/0 oppose

c. Reconsideration of Motion to Repeal Land Use Ordinance

Attorney Aga Dixon noted that there are three topics that are very interconnected and what is done on one will impact what happens on the other two. The Planning Board has proposed two set of amendments to the Town Ordinances, one is housekeeping and the other is amendments to the land use ordinance and site plan review ordinance to allow and regulate recreation and medical marijuana establishments. The Planning Board is proposing eight separate questions on the ballot. Since the Select Board had previously voted to place a question on the ballot to repeal the Land Use Ordinance; there are three options. The first would be to hold off on the Planning Board amendments and move forward with a question to repeal. The second would be to hold off on the repeal question and move forward with the Planning Board amendments. The third would be to place all on the questions on the ballots which would require more time to draft clear language for the voters. Lengthy discussion ensued. **Motion** was made by Vice-Chairman Zaidman to reconsider placement of an article on the Town Meeting Warrant Repealing the Land Use Ordinance; second from Chairman Eastman. 5 approve/0 oppose Vice-Chairman Zaidman called the question and closed debate. 0 approve/5 oppose (the question to repeal the Land Use Zoning Ordinance will not be placed on the ballot for voter consideration) **Motion** was made by Vice-Chairman Zaidman to place all the questions recommended by the Planning Board on the ballot for voter consideration in June; second from Selectman Lone. 5 approve/0 oppose

d. Selectmen's Concerns

- **Selectman Packard** had no concerns.
- **Selectman Murphy** had no concerns.
- **Vice-Chairman Zaidman** encouraged anyone in need to contact the Town Office for help.
- **Selectman Lone** asked if property owner Andrew Lowell has been contacted in reference to the crosswalk on Main Street to which Town Manager Peabody will follow up.
- **Chairman Eastman** reported that Cathy Pinkham is the Local Health Office and encouraged the public to contact her with any concerns at 207-693-2990.
- **Vice-Chairman Zaidman** noted that the telephone pole on Main Street may not be a CMP pole and may be a telephone pole.

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

Deputy Town Manager Fleck submitted and read the following into the record:

General: The **Town Office** remains closed to the public with some staff working remotely and a core group of employees at the office. Emails and phone messages are being monitored constantly. We continue to assess the situation and make necessary changes to reduce the risk of exposure to the employees and the community. We plan on reviewing our status prior to the projected opening date of April 6th. Updates will be provided via our website and Facebook. For additional information on other municipal buildings and services please refer to our website. Friday, April 10th is the deadline for filing **nomination papers** with the Town Clerk.

Governor Mills has implemented an Executive Order today for "all persons to stay home except to participate in essential activities" which Town Manager Peabody will review with you.

Job Opportunities ;There is an immediate opening for an **Executive Assistant** to the Town Manager and Deputy Town Manager. This is a full-time position to assist in daily administrative duties. Applications will be accepted until the position is filled. Further information including a job description is available on our website.

Bridgton Community Development: The **Community Development staff** is working remotely but still available by phone or email. You can contact Linda LaCroix at 207-595-3560 or by email at llacroix@bridgtonmaine.org In the coming weeks a virtual meeting will be scheduled to discuss options for building out connectivity in Bridgton. The meeting will include local, county and state officials, vendors and residents with first order of business to discuss technology options and service models. Please contact Linda if you are interested in being including in this initiative. We are also working on restarting Community Development Committee meetings.

Bridgton Recreation: Gary Colello, Recreation Director is reminding the public that it is very important to stay **physically active** for at least 60 minutes a day. **Summer programs** are open for registration. It is likely the Town will not be able to fill all of the **lifeguard positions** this summer since most spring certification courses have been cancelled. **Pen Pal with Bridgton Rec Staff.** Tyler Bretton,

Recreation Programmer, and Gary, would love to hear from you to tell them all the great things you are doing! Simply send an email to rec@bridgtonmaine.org and in the first line indicate who you are writing to and they will respond! Preliminary planning has begun for an **Easter egg scavenger hunt** to get people actively involved yet keeping in mind the physical distance...more to come.

To Close....I realize this has been and continues to be extremely difficult for many people in various ways and we don't know how long this isolation will continue as businesses reduce their services and even close. It is important to realize that although right now it seems bleak there is always an end to the beginning. We are not the only ones that are feeling a sense of loneliness and therefore people are getting creative so take advantage of this opportunity to turn a negative into a positive through some of the social media start-ups and most are FREE.... by learning to play a new instrument, learn to dance, learn a new exercise program, learn to paint or draw, become a part of the movement that can do something silly and laugh about it.

I want to take this opportunity to thank Catherine Pinkham, the Town of Bridgton's Health Officer. Catherine gets a very small stipend and was appointed not too long ago but has been a tremendous resource in keeping management informed and coordinating resources and volunteers. Thank you Catherine. If you need assistance you can contact Catherine at 803-9064.

Until next time....be safe and be well.

Respectfully submitted, Georgiann M. Fleck, Deputy Town Manager

8. Old Business (*Board of Selectmen Discussion Only*)

a. Wastewater Status Update

Town Manager Peabody provided a brief update of the Wastewater Status.

b. Streetscape: Upper and Lower Main Street Status Update

Town Manager Peabody provided a brief update of the Upper and Lower Main Street Status.

9. Treasurer's Warrants

Motion was made by Selectman Lone for approval of Treasurer's Warrants numbered 106, 107, 108, 109, 110 and 111; second from Vice-Chairman Zaidman. 5 approve/0 oppose

10. Public Comments on Non-Agenda Items

Deb Brusini looks forward to working with the Community Development Director and Code Enforcement Officer on ordinance amendments.

Dan Harden reported that the telephone pole on Main Street may be owned by Consolidated Communications out of Portland.

Dan Harden asked how public notice is going out to which Town Manager Peabody responded that the Bridgton News is online, Lake Region Weekly, Portland Press Herald and Lewiston Sun Journal are all methods for notice.

A resident of Knights Hill reminded the Board of the discussion to amend the Land Use Ordinance to allow for one and a half story units.

Kevin Raday stated that the CDBG grant money may not allow for roof repair to public buildings.

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

April 7, 2020 and April 16, 2020

12. Adjourn

Chairman Eastman adjourned the meeting at 8:53 P.M.

Respectfully submitted,

Laurie L. Chadbourne, Town Clerk