

BRIDGTON BOARD OF SELECTMEN'S MEETING AGENDA

DATE: Tuesday, December 14, 2021

TIME: 3:00 P.M.

PLACE: Board of Selectmen's Meeting Room, 10 Iredale Street, Bridgton

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1. Call to Order
2. Pledge of Allegiance
3. 3:00 P.M. Executive Session Per MRS Title 1, Section 405.6.E. for Discussion of Legal Matters
4. 4:00 P.M. Executive Session Per MRS Title 1 Section 405.6.A.1: Board of Selectmen Matter
5. 5:00 Action Items Following Executive Session
 - a. Administrative Consent Agreement: 43 Grover Way, Map 14, Lot 24C
6. Approval of Minutes
 - a. November 17, 2021
 - b. November 23, 2021
7. Public Comments on Non-Agenda Items (*Each speaker may be limited to 3 minutes.*)
8. Committee/Liaison Reports
9. Correspondence, Presentations and Other Pertinent Information
 - a. Resignation of Richard Danis from the Board of Appeals
10. New Business
 - a. Awards and Other Administrative Recommendations
 1. Application from Nancy Chapman for Membership to the Pondicherry Park Stewardship Committee (tabled from 11/23/2021)
 2. CDBG 2022-2023 Infrastructure Project Discussion and Request for Select Board Input
 - b. Permits/Documents Requiring Board Approval
 1. Board Member Remote Participation Policy
 2. Amended Fee Schedule
 3. Appointment of 2022 Town Manager, Treasurer, Tax Collector & Road Commissioner
 4. Confirmation of Town Manager's 2022 Appointments

5. New Road Names
 - a. Independence Place
 - b. Sanctuary Cove
- c. Selectmen's Concerns
- d. Town Manager's Report/Deputy Town Manager's Report
11. Old Business (Board of Selectmen Discussion Only)
 - a. Wastewater Status Update
12. Treasurer's Warrants
13. Public Comments on Non-Agenda Items (*Each speaker may be limited to 3 minutes.*)
14. Dates for the Next Board of Selectmen's Meetings
December 28, 2021
January 5, 2022 @ 5:00 P.M. Workshop with Ordinance Review Committee
January 11, 2022
January 25, 2022
15. Adjourn

Future Agenda Items:

1. Workshop for Review of Committees

**Town Manager's Notes
Board of Selectmen's Meeting
December 14, 2021**

1. Call to Order
2. Pledge of Allegiance
3. 3:00p.m. Executive Session:
Suggested Motion: Move to go into Executive Session pursuant to MRS Title 1 § 405.6.E: Discussion of Legal Matter.
Motion to come out of Executive Session
4. 4:00p.m. Executive Session
Suggested Motion: Move to go into Executive Session pursuant to MRS Title 1 § 405.6.A.1 Board of Selectmen Matter.
Motion to come out of Executive Session
5. 5:00 P.M. Action Items Following Executive Session
 - a. Administrative Consent Agreement: 43 Grover Way, Map 14, Lot 24C
In your binder, please find the Administrative Consent Agreement between H. Gail Chaiken, Trustee of the H. Gail Chaiken Revocable Living Trust, and the Town of Bridgton
Suggested Motion: Move to ratify the consent agreement between the Town of Bridgton and H. Gail Chaiken, Trustee of the H. Gail Chaiken Revocable Living Trust.
6. Approval of Minutes:
 - a. November 17, 2021
Suggested Motion: Move to approve the November 17, 2021 Selectboard Minutes.
 - b. November 23, 2021
Suggested Motion: Move to approve the November 23, 2021 Selectboard Minutes.
8. Committee/Liaison Reports
9. Correspondence, Presentations and Other Pertinent Information
 - a. Resignation of Richard Danis from the Board of Appeals
In your binder is the resignation letter submitted by Dick Danis.
Suggested Motion: Move to accept Mr. Danis' resignation from the Appeals Board.
10. New Business
 - a. Awards and Other Administrative Recommendations
 1. Application from Nancy Chapman for Membership to the Pondicherry Park Stewardship Committee (tabled from November 23, 2021)
Suggested Motion: Move from the table for consideration the application submitted by Nancy Chapman for membership to the Pondicherry Park Stewardship Committee.
Suggested Motion: Move to appoint Nancy Chapman to the Pondicherry Park Stewardship Committee.
 2. CDBG 2022-2023 Infrastructure Project Discussion and Request for Select Board Input
Linda LaCroix, Community Development Director, and Ursula Flaherty, Chairman for the Community Development Committee, will be present to discuss the 2022-2023 CDBG infrastructure project ideas.
 - b. Permits/Documents Requiring Board Approval

1. Board Member Remote Participation Policy

In your binders please find Legal Opinions from Maine Municipal Association on the requirement of a Remote Participation Policy and what qualifies as an absence. Also, in your binders is a DRAFT Remote Participation Policy for review and consideration. If the Board approves the Policy you must schedule a Public Hearing.

Suggested Motion: *Move to approve the Remote Participation Policy and schedule a Public Hearing for January 11, 2022.*

2. Amended Fee Schedule

An amended fee schedule was submitted and approved at the November 23, 2021 Board of Selectmen's Meeting. It was noticed under the Sewer Department an Equivalent User Fee was listed inadvertently and should be removed.

Suggested Motion: *Move to approve the revised Fee Schedule submitted effective upon approval.*

3. Appointment of 2022 Town Manager, Treasurer, Tax Collector & Road Commissioner

Annually, pursuant to MRS 30-A §2601 & §2636 and the Town of Bridgton Personnel Policy Art. 7, the Selectboard appoints the Town Manager for a term of one-year. Please refer to the above referenced in your binders.

Suggested Motion: *Move to appoint Robert A. Peabody, Jr. as Town Manager, Tax Collector, Treasurer, and Road Commissioner to a one-year term commencing January 1, 2022 and ending December 31, 2022.*

4. Confirmation of Town Manager's 2022 Appointments

Annually, pursuant to MRS 30-A § 2601 & §2636 and the Town of Bridgton's Personnel Policy Art. 7 the Selectboard confirms the appointments made by the Town Manager for a term of one-year. Please refer to the above referenced in your binder as well as the Town of Bridgton 2022 Annual Appointments.

Suggested Motion: *Move to confirm the Town of Bridgton 2022 Annual Appointments submitted by the Town Manager.*

5. New Road Names

a. Independence Place

Suggested Motion: *Move to approve the road name of Independence Place.*

b. Sanctuary Cove

In consultation with Glen Garland, Fire Chief, because there is a subdivision named Sanctuary Cove located off Wildwood Road there could be confusion between the two locations in the event of an emergency. Therefore, an alternate road name should be considered. Sanctuary Cove was the first Choice with Grateful Way being the second choice and the third choice American Dream was withdrawn.

Suggested Motion: *Move to approve the road name Grateful Way.*

11. Old Business (Board of Selectmen Discussion Only)

a. Wastewater Status Update

12. Treasurer's Warrants

Suggested Motion: *Move to approve Treasurer's Warrants numbered*

_____.

Laurie Chadbourne

From: Robert "Bob" Peabody, Jr.
Sent: Tuesday, November 30, 2021 6:22 PM
To: Laurie Chadbourne
Subject: Exec Session

Please schedule an Exec Session at 4 before the SN Meeting.

Thanks!

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IN THE MATTER OF

**H. GAIL CHAIKEN, TRUSTEE)
OF THE H. GAIL CHAIKEN)
REVOCABLE LIVING TRUST)
43 GROVER WAY)
BRIDGTON, MAINE)**

ADMINISTRATIVE CONSENT AGREEMENT

THIS AGREEMENT is entered into this 15th day of September, 2021 (the "Effective Date") by and between H. GAIL CHAIKEN, TRUSTEE OF THE H. GAIL CHAIKEN REVOCABLE LIVING TRUST (hereafter, the "Homeowner") of 725 Wandering Lane, St. Augustine, FL 32080-6154, for herself, her heirs, successors and assigns, and the TOWN OF BRIDGTON, a municipal corporation located in Cumberland County in the State of Maine, acting by and through its Select Board (hereafter, the "Town") (collectively, the "Parties").

RECITALS

WHEREAS, the Homeowner and the Town each stipulates to the following facts:

1. The Homeowner is the owner of certain real property located at 43 Grover Way, Bridgton, Maine, being generally identified as Lot 24C on the Town Tax Map 14, and more particularly described by a deed recorded in the Cumberland County Registry of Deeds in Book 29690, Page 239 (the "Property").
2. The Property is comprised of a roughly 25 ft. wide sliver of land on the westerly side of Highland Road that runs in a southwesterly direction to a portion of the Property that roughly forms the shape of a rectangle, on which a single-family home is located, and thence continues past the rectangular portion of the property in a southwesterly direction and terminates at a triangular portion of the Property that has roughly 150 ft. of frontage on Highland Lake.
3. The Property is a legally existing non-conforming lot that is located in the Town's Lakeside Neighborhood (LN) District, and Limited Residential (LR) Shoreland Zoning District. The Property is a non-conforming lot because it does not appear to meet the minimum shore frontage or the minimum lot width requirements of Section 15(A)(1) and (4) of the Town's Shoreland Zoning Ordinance, however, the Property became a lot of record prior to the enactment of these dimensional requirements.
4. On September 27, 2019, the Homeowner applied for a building permit from the Town's Code Enforcement Office to construct a 16 ft. x 11 ft. "shed" on the Property. Subsequently, on October 11, 2019, the Town's Code Enforcement Officer ("CEO")

issued a building permit to the Homeowner authorizing her to construct a 16 ft. x 11 ft. shed on the Property ("Permit").

5. The Permit expressly stated that the Homeowner "shall comply with all of the provisions of the Statutes of Maine and the Ordinances of the Town of Bridgton regulating the construction, maintenance and use of buildings and structures, and of the application on file in the Town of Bridgton Complex."
6. On March 17, 2021, Canons Ashby Retreat, LLC ("Abutter"), a landowner whose property abuts the Homeowner's Property, submitted a letter to the CEO alleging that the Homeowner constructed an approximately 20 ft. x 20 ft. structure on the property ("Structure"). The Abutter also alleged that the Structure contained three beds and outdoor cooking facilities that were used by the Homeowner's son and his family for overnight stays at the Property.
7. The Structure includes the following features: a pitched roof, a covered porch, two doors, and six windows. The Structure also includes, or formerly included, beds, rocking chairs, and outdoor cooking facilities.
8. On April 14, 2021, the Homeowner's attorney submitted a letter to the Town's attorney conceding that the Structure exceeds the dimensions authorized by the Permit, and that the use of the Structure exceeded what was authorized by the Permit.
9. The size and use of the Structure violate the conditions of the Permit and Article 3 § 1 of the Town of Bridgton's Building, Razing and Plumbing Permit Ordinance ("BRPP Ordinance"), which violations are subject to the enforcement provisions of 30-A M.R.S. § 4452.
10. The Homeowner acknowledges and agrees that the size and use of the Structure contravenes the Permit, therefore constituting a violation of Article 3, Section 1 of the Town's BRPP Ordinance, and other applicable rules, regulations and ordinances (the "Violations").
11. The Homeowner wishes to cooperate with the Town, and the Parties have agreed to address the Violations in accordance with this voluntary Consent Agreement.

NOW THEREFORE, in consideration of the mutual premises and covenants contained herein, the Parties agree as follows:

1. The Homeowner shall pay to the Town a penalty of \$3952.00 within 14 days of the Effective Date of this Agreement. Payment shall be made to the Town of Bridgton, at the Bridgton Town Office, c/o Town Manager Robert Peabody, 3 Chase Street, Suite 1, Bridgton, Maine 04009.

2. Within 14 days of the Effective Date of this Agreement, the Parties agree that the Homeowner shall, if she has not already, submit a new building permit application ("After-The-Fact Permit Application") to the Town's Code Enforcement Office to permit the dimensions of the Structure. Should the Homeowner seek to use the Structure to accommodate overnight guests, then the Homeowner shall include a request to accommodate such use in the After-The-Fact Permit Application submitted to the Town's Code Enforcement Office. Should the Homeowner chose to use the Structure as a shed, as originally authorized by the Permit, then the Homeowner shall remove any beds from the Structure, if the Homeowner has not already done so.
3. Should the Town's Code Enforcement Office refuse to grant the After-The-Fact Permit Application, then this Agreement and all obligations arising hereunder, except for the Homeowner's obligations under paragraphs 1 which shall survive the termination of this Agreement, shall become void and no party shall have any further obligation to perform.
4. So long as the Homeowner complies with the terms and conditions of this Agreement, the Town agrees not to institute an enforcement action in the Maine District Court pursuant to Rule 80K of the Maine Rules of Civil Procedure, the Town's applicable ordinances, and 30-A M.R.S. §§ 4406 and 4452, for any fines, penalties or causes of action that the Town may have against the Homeowner from the Violations. Nothing in this paragraph or elsewhere in this Agreement shall limit the Town's rights to enforce other violations and activities that may exist on the Property, and the Parties agree that the Town, by entering this Agreement, is not waiving or otherwise limiting or relinquishing its land use enforcement authority over any violations or activities other than those specifically described in this Agreement.

[SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the Town and the Homeowner have executed this Agreement as of the Effective Date.

HOMEOWNER

Sept. 15, 2021
Dated

H. Gail Chaiken Trustee
H. Gail Chaiken, Trustee of the H. Gail
Chiaken Revocable Living Trust
By: H. Gail Chaiken
Its: Trustee

TOWN OF BRIDGTON

On August _____, 2021, the Town of Bridgton's Board of Selectmen authorized Town Manager Robert Peabody to enter into this Agreement with the Homeowner.

09/15/21
Dated

Robert Peabody, Town Manager

STATE OF MAINE
CUMBERLAND, ss.

Sept 15, 2021

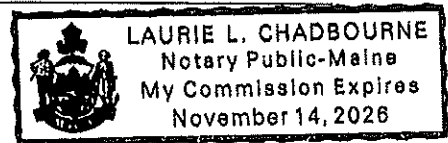
Then personally appeared before me the above-named Robert Peabody and
acknowledged the foregoing instrument to be their free act and deed.

Before me,

Laurie L. Chadbourne

Notary Public/Attorney at law

Printed Name: _____



Georgiann M Fleck

From: John C. Bannon <jbannon@mpmlaw.com>
Sent: Thursday, November 4, 2021 2:31 PM
To: Georgiann M Fleck
Cc: Benjamin J. Plante; James N. Katsiaficas; Lyons, Patrick
Subject: Letter to Select Board from Canons Ashby Retreat, LLC re: Ratification of Consent Agreement between the Town and H. Gail Chaiken
Attachments: L-Select Board re Ratification of Consent Agreement Between Town and H. Gail Chaiken 11 04 2021.pdf; Exhibit A Furlong Affidavit.pdf

You don't often get email from jbannon@mpmlaw.com. [Learn why this is important](#)

Georgiann:

I represent Canons Ashby Retreat, LLC, (hereafter "Canons Ashby") which owns property located at 84 Grover Way (Map 14, Lot 24B) that abuts a parcel owned by H. Gail Chaiken located at 43 Grover Way (Map 14, Lot 24C).

It is my understanding that the Select Board is planning to vote, at its meeting of November 9, 2021, on whether to ratify a Consent Agreement between the Town and H. Gail Chaiken dated September 15, 2021 concerning Ms. Chaiken's violations of Town ordinances.

The Town did not notify Canons Ashby either that (a) at the Select Board meeting on September 14, 2021, the Board would vote on whether to impose a \$ 3,952 "fine" upon Ms. Chaiken, (b) the Town had drafted a Consent Agreement between the Town and Ms. Chaiken; or (c) the Consent Agreement had been signed by Ms. Chaiken and the Town Manager on September 15, 2021. I discovered those facts for the first time on October 4, 2021 when, by happenstance, I reviewed the streaming video of the Select Board's meeting of September 14, 2021. Thereafter Town Attorney Ben Plante kindly obtained for me a copy of the signed Consent Agreement on October 6, 2021 and recently notified me that the Select Board would vote on whether to ratify the Consent Agreement at its November 9, 2021 meeting.

Because Canons Ashby has had no prior opportunity to communicate with the Select Board either about the Consent Agreement, Canons Ashby's pending administrative appeal to the Board of Appeals, the penalties the Town might potentially impose for violations on the Chaiken property, and other relevant facts which were not discussed at the Select Board's meeting of September 14, 2021, I have reluctantly prepared the attached letter to the Select Board expressing Canons Ashby's concerns about the Consent Agreement, with attached Exhibit A.

Please include the letter and Exhibit A in the Select Board's packet for the November 9, 2021 meeting.

Thank you.

John

John C. Bannon, Esq.
Murray Plumb & Murray
75 Pearl Street
P.O. Box 9785
Portland, ME 04101

(207) 523-8211

jcb@mpmlaw.com

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November 4, 2021

Carmen E. Lone, Chair
Town of Bridgton Select Board
Bridgton Town Office
3 Chase Street
Bridgton, Maine 04009

***Re: Select Board Vote on Ratification of Administrative Consent
Agreement Between H. Gail Chaiken and the Town of Bridgton
Scheduled for November 9, 2021.***

Dear Chair Lone and Members of the Select Board:

This firm represents Canons Ashby Retreat, LLC (hereafter "Canons Ashby"), the owner of property located at 84 Grover Way and shown as Lot 24B on Tax Map 14 (hereafter the "Canons Ashby Parcel").

I have been informed that at its meeting scheduled for November 9, 2021, the Select Board is planning to vote on whether to ratify an Administrative Consent Agreement between H. Gail Chaiken and the Town of Bridgton. That Consent Agreement was apparently signed by Ms. Chaiken and by Robert Peabody, the Town Manager, on September 15, 2021. However, it is still necessary for the Select Board to ratify the Consent Agreement in order to make it legally effective because the Board has never previously voted either to approve the Consent Agreement or to authorize the Town Manager to sign it on the Town's behalf.

Canons Ashby is directly interested in the Consent Agreement for at least three reasons. First, the Canons Ashby Parcel directly abuts the Chaiken property, located at 43 Grover Way, to which the Consent Agreement applies. Second, the "Structure" that is the subject of the Consent Agreement is plainly visible from the residence on the Canons Ashby Property and has been a frequent source of disturbance to the Canons Ashby members. Third, paragraph 6 of the Consent Agreement expressly acknowledges that Canons Ashby reported Ms. Chaikens' violations to CEO Brenda Day by letter dated March 17, 2021.¹

¹ In fact, Amy Hall Furlong and her father, "Dutch" Hall, two of Canons Ashby's members, had already reported to CEO Day the size of the Structure and the McNaughtons' use of the Structure as a campsite in September, 2020. CEO Day visited the Chaiken property with Ms. Furlong and another neighbor on

Although Canons Ashby had communicated with both CEO Day and Town Attorney Aga Dixon about the Chaiken Structure during the spring and summer of 2021, the Town did not notify Canons Ashby that, at its meeting of September 14, 2021, the Select Board would vote on CEO Day's recommendation that the Select Board require the Chaikens to reimburse the Town for \$ 3,952 in attorneys fees but impose no other penalties for the violations.² Hence, Canons Ashby has had no prior opportunity to be heard with respect to any potential enforcement actions or penalties for Ms. Chaikens' violations.

The video of the Select Board's September 14th meeting shows neither discussion of the Consent Agreement by the Board nor any indication that the Board knew a Consent Agreement had been drafted. The Board's packet for the September 14th meeting did not include a copy of any Consent Agreement with respect to the Chaiken matter.³

Having had no previous chance to address the Select Board concerning the Chaiken violations, Canons Ashby now respectfully requests the Board either to postpone any vote to ratify the Consent Agreement, or else to vote against ratifying the Consent Agreement as presently drafted, for the follow reasons:

(a) it is premature for the Select Board to reach any conclusions about the nature or extent of Ms. Chaiken's violations. The current draft of the Consent

September 29, 2020. However, CEO Day declined to take any enforcement action. Consequently, Canons Ashby was compelled to retain counsel to review the legality of the Structure and to report his findings to CEO Day in the letter of March 17, 2021.

² The agenda for the September 14, 2021 meeting provided no public notice that that the Select Board would take that vote. Item 6 on the agenda stated only the following with regard to zoning issues:

6. Correspondence, Presentations and other Pertinent Information

a. Ordinance Violations.

1. 43 Grover Way, Map 14, Lot 24C
2. 34 Aspen Drive, Map 12, Lot 58-8.

Canons Ashby discovered that vote by chance on October 4, 2021 when its counsel happened to review the video of the Select Board's September 14, 2021 meeting.

³ In contrast, the Board's packet contained two copies of a draft Consent Agreement with R & R Investments, LLC pertaining to ordinance violations at 34 Aspen Drive. In that Consent Agreement, R & R Investments was required to pay a monetary penalty of \$ 11,000.00 plus attorneys fees and costs in the amount of \$ 6,100.00.

Agreement is based exclusively on CEO Day's opinions about the extent to which the Structure violates the Town's ordinances. However, Canons Ashby has filed an administrative appeal to the Board of Appeals (BOA) from CEO Day's issuance of the September 8, 2021 ATF Permit. As will be explained below, on that appeal the BOA will decide for itself, without deferring to or considering CEO Day's opinions, whether and to what extent the Structure violates the Town's ordinances;

(b) the Consent Agreement does not reference all ordinance provisions the Town Attorney has described as being related to the violations;

(c) the Select Board is both obligated to impose a minimum monetary penalty of at least \$ 100 per day for Ms. Chaiken's violations of the terms of the original October 11, 2019 Permit;

(d) the violations cannot fairly be characterized as being "unintentional" either by Ms. Chaiken's contractor and son, Peter McNaughton, or by the Chaikens themselves after Canons Ashby protested the Structure in September, 2020; and

(e) the Consent Agreement does not include an express condition limiting the Chaikens' use of the Structure to that of a "shed" for the storage of small watercraft and related boating equipment.

A. Because the BOA has Not Yet Ruled on Canons Ashby's Administrative Appeal, the Select Board Has No Way of Knowing Whether the Consent Agreement Addresses All Violations relating to Ms. Chaiken's Structure.

Page 3, ¶ 2 of the Consent Agreement directs Ms. Chaiken to file an application for an "After-The-Fact" (hereafter "ATF") Permit for the Structure "if she has not done so already." The Select Board was informed at its September 14th meeting that (a) Ms. Chaiken had already applied for the ATF Permit on September 8, 2021 and (b) on the same day, CEO Day had issued to Ms. Chaiken ATF Building Permit #154-21 allowing her to "revise *shed* permit⁴ from 16 x 11 to 20 x 20." (emphasis added)

Canons Ashby, as an aggrieved abutter, filed with the BOA a timely administrative appeal from CEO Day's granting of the September 8, 2021 ATF Permit. Canons Ashby had the right to do so under Article V, §§ 4(B)(1), (4) of the Land Use Ordinance

⁴ The "shed permit" to which the ATF Permit refers was Building Permit # 177-19, which was granted by former CEO Baker to Ms. Chaiken on October 11, 2019 and which authorized her to construct only a 16' x 11' "shed."

(hereafter the “LUO”); §§ 16(G)(3)(1), (2) of the Shoreland Zoning Ordinance⁵ (hereafter the “SZO”); and Article 7, §§1, 3 of the Building, Razing, and Plumbing Permit Ordinance (hereafter the “BRPPO”)⁶.

Under each of the ordinance sections just cited, the BOA is required to hear Canons Ashby’s administrative appeal using a “de novo” standard of review. The Maine Supreme Judicial Court defines the “de novo” standard of review as follows:

When a Board holds a hearing de novo, *it does not examine evidence presented to the decision maker or tribunal below*, nor does it review the procedure below except to assure that the matter is properly before it. Instead, it looks at the substantive issues *afresh*, undertakes its *own* credibility determinations, *evaluates the evidence presented*, and *draws its own conclusions*. ...[T]he function of the Board is to take evidence, make factual findings, and apply the laws and ordinances to the petition or application at issue, and to do so *independently of the decision, if any, of a lower tribunal*. *Stewart v. Town of Sedgwick*, 2000 ME 157, ¶ 7, 757 A.2d 773, 776 (emphasis added)

Consistent with the Supreme Judicial Court’s definition of “de novo” review, each of the above-cited ordinances describes the BOA’s standard of review on a de novo hearing as follows:

The standard of review shall be whether, on the basis of the evidence before the Board of Appeals, *the application conforms to the requirements of the Ordinance*. The burden of proof shall be upon *the applicant for the permit or approval*. The Board of Appeals shall have authority to *grant or deny a permit or approval* or to remand the matter to the CEO, Local Plumbing Inspector, or Planning Board for further proceedings.

(emphasis added).

In summary, when reviewing Canons Ashby’s administrative appeal, the BOA:

⁵ Also set forth in Section 2 of the “Ordinance to Establish Uniform Procedures for Appeals to the Bridgton Board of Appeals” (hereafter the “Uniform Appeal Procedure Ordinance”).

⁶ Also set forth in § 10 of the Uniform Appeal Procedure Ordinance.

- cannot rely on the evidence considered by CEO Day, but instead must rely on evidence presented to the BOA by the Chaikens and Canons Ashby;
- will not review the correctness of CEO Day's factual or legal determinations, but instead will find facts and apply the Town ordinances to those facts independently of CEO Day's prior decisions;
- effectively replaces CEO Day as the permitting authority and decides for itself whether the Structure and/or its use violates any applicable Town ordinances; and
- will impose on Ms. Chaiken the burden of proving that her request for an ATF permit for the Structure conforms to the requirements of all applicable Town ordinances.

The Consent Agreement as presently drafted is already vague about which ordinance provisions the Structure violates. Although page 2, ¶10 of the Consent Agreement specifically mentions Article 3, § 1 of the BRPPO⁷, it also asserts that the "size and use of the Structure contravenes the Permit, therefore constituting a violation of Article 3, Section 1 of the Town's BRPP Ordinance, *and other applicable rules, regulations and ordinances* (the "Violations"). However, the Consent Agreement does not identify those "other applicable rules, regulations and ordinances." Thus, as the Consent Agreement is presently drafted, the Select Board cannot be certain what ordinances Ms. Chaiken may have violated or, in turn, what enforcement action would be appropriate for those violations.

That uncertainty is increased substantially by Canons Ashby's administrative appeal. If the BOA were to accept all of Canons Ashby's arguments, it could deny Ms. Chaiken's application for an ATF Permit on the additional grounds, among others, that (a) the Structure was neither constructed nor used strictly as a "shed;" (b) the Chaikens' use of the Structure for weekend camping is permitted under neither the SZO nor the LUO; and/or (c) the provisions of the SZO and LUO governing construction on nonconforming lots prohibit the building of any additional structures on the nonconforming Chaiken Property.

⁷ BRPPO Article 3, § 1 reads as follows:

Prior to starting any construction, placement, replacement, remodeling, relocating, or razing, plumbing i.e.; internal, external or Subsurface Wastewater Disposal of any principal building, accessory structure, mobile accessory structure or part(s) thereof, the property owner or agent thereof shall obtain from the Code Enforcement Officer a permit covering the proposed project.

Only the BOA can make a final determination concerning the extent of the violations caused by Ms. Chaiken's construction and uses of the Structure. Because the BOA has not yet made that determination, it is presently impossible for the Select Board to know what violations must ultimately be cited in the Consent Agreement and, in turn, what penalties or other enforcement action is appropriate for those violations.

Accordingly, Canons Ashby respectfully submits that the Select Board cannot presently approve *any* Consent Agreement with Ms. Chaiken, but must wait at least until the BOA has ruled on Canons Ashby's administrative appeal.

B. The Consent Agreement Must be Revised to Include all Violations Already Identified by Town Attorney Aga Dixon.

At its September 14, 2021 meeting, the Select Board repeatedly asked CEO Day whether the Town Attorney agreed with CEO Day's opinion about the extent of Ms. Chaiken's violations. As noted above, the Consent Agreement does not even reveal what "other applicable rules, regulations and ordinances," in addition to BRPPO Article 3, § 1, Ms. Chaiken has violated. Moreover, Town Attorney Aga Dixon has already identified additional ordinances that Ms. Chaiken violated but which are not mentioned in the Consent Agreement.

In the packet for the Board's September 14th meeting was a letter from Town Attorney Aga Dixon to counsel for Canons Ashby and Ms. Chaiken dated July 20, 2021. In that letter, Attorney Dixon set forth her conclusions about the ordinances that Ms. Chaiken violated. Attorney Dixon opined that Ms. Chaiken had at least violated her October 11, 2019 building permit both by building a Structure that was significantly larger than that permit authorized and by using the Structure as something "other than a shed."

It is clear from the information presented to me that Ms. Chaiken did not comply with the terms of the Building Permit when she caused the Structure to be constructed to dimensions greater than the 11 x 16-foot dimensions authorized by the Building Permit. It is also readily apparent based on the undisputed information presented that the Structure—which *contains numerous windows, doors, and a covered porch* and, at least for a part of the spring and summer of 2021 was furnished with beds inside the Structure *and rocking chairs and a cook stove on the*

*covered porch*⁸—was constructed and furnished so as to be used for something *other than a shed*, as authorized by the Building Permit.

(emphasis added)⁹ According to Attorney Dixon, several ordinance provisions in addition to BRPPO Article 3, § 1 are relevant to Ms. Chaiken’s violation of the terms of the October 11, 2019 permit:

Exceeding the terms of a permit issued by the CEO is a violation of the Town’s ordinance provisions. *See* BRPPO Art. 3 § 1 (requiring property owners to obtain a permit from the CEO “covering the proposed project”); *BRPPO Art. 6 § 1* (setting forth the enforcement authority of the CEO upon finding that any provision of the BRPPO or any condition of a permit issued pursuant to the BRPPO is being violated); *LUO, Art. V § 1(A)* (setting forth authority of the CEO to enforce the provisions of the *LUO* and the terms and conditions of any permit or approval granted pursuant to the *LUO*); *SZO § 16(B)* (providing that a permit is required for structures and uses requiring a permit pursuant to the *SZO*); *SZO § 16(1)(2)(a)* (setting forth the enforcement authority of CEO upon a finding that a provision of the *SZO* is being violated)...¹⁰

(emphasis added) Obviously, a single action can simultaneously violate several laws. Each instance in which a Town ordinance is contravened constitutes an independent and separate violation for which the violator incurs an independent and separate penalty.

Accordingly, at a minimum, the Select Board should not approve the Consent Agreement until it is revised to reference each and every ordinance that Town Attorney Dixon found Ms. Chaiken to have violated in her letter of July 20, 2021.

⁸ The final sentence of Page 3, ¶ 2 of the Consent Agreement could be misconstrued as suggesting that the only aspect of the Structure that caused it to be used as something “other than a shed” was the presence of beds. However, Attorney Dixon’s letter demonstrates that she regarded other aspects of the Structure — such as its elaborate construction and provision of amenities for occupying the Structure and cooking food — also as demonstrating that the Structure was being used as something “other than a shed.” Moreover, page 2, ¶ 7 of the Consent Agreement expressly notes that “The Structure includes the following features: *a pitched roof, a covered porch, two doors, and six windows*. The Structure also includes, or formerly included, *beds, rocking chairs, and outdoor cooking facilities*.” (emphasis added) There would be no reason to mention those features in the Consent Agreement unless they all — and not merely the beds -- support the conclusion that the Structure was not being used solely as a “shed.”

⁹ July 20, 2021 Dixon Letter page 3.

¹⁰ *Id.*

C. The Select Board Must Impose a Minimum Fine of \$ 100/Day for Ms. Chaiken's Violation of BRPPO Article 3, § 1.

In the Consent Agreement, the Town and Ms. Chaiken stipulate that Ms. Chaiken violated BRPPO Article 3 § 1. BRPPO Article 6, § 2, which is one of that Ordinance's enforcement provisions, expressly mandates the following:

Any person, including but not limited to, a landowner, a landowner's agent or a contractor, who orders or conducts any activity in violation of this Ordinance *shall be penalized* in accordance with Title 30A, Maine Revised Statutes Annotated, Subsection 4452. *Current penalties include fines of not less than \$100.00 or more than \$2,500.00 per violation for each day that the violation continues.*

(emphasis added).

30-A M.R.S. §4452, which is incorporated in BRPPO Article 6, § 2, is the Maine statute governing enforcement of land use regulations. 30-A M.R.S. § 4452(2) renders every violator of a land use ordinance listed in that statute "liable for the penalties set forth in subsection 3." In turn, 30-A M.R.S. §§ 4452(3) and 3(A) together authorize municipalities to assess monetary payments on a per-day basis and require municipalities to impose a minimum monetary penalty of not less than \$ 100 or more than \$ 2,500.00 for any violation that involves "undertaking a land use activity without a required permit." Accordingly, BRPPO Article 6, § 2 validly provides that (a) any person who violates the BRPPO "*shall be penalized*" and (b) the "current penalties" for violating the BRPPO "include fines of not less than \$100.00 or more than \$2,500.00 *per violation for each day that the violation continues.*" (emphasis added).¹¹

¹¹ Canons Ashby recognizes that 30-A M.R.S. § 4452(3) itself authorizes, rather than mandates, assessment of penalties on a daily basis. However, BRPPO Article 6, § 2 specifically notifies potential violators that penalties for violating the BRPPO will, in fact, be assessed on a per-day basis. There would be no purpose in providing that warning if the Town did *not* intend to impose penalties "for each day that the violation continues." The particular language contained in the final sentence of BRPPO Article 6, § 2 is not contained in 30-A M.R.S. § 4452, but instead was specially-drafted by the Town itself and adopted by its voters as an integral part of the BRPPO.

The Town's ordinances requiring a permit for undertaking a land use activity include not only BRPPO Article 3, § 1¹², but also LUO Article IV, § 1¹³ and SZO § 16(B)¹⁴. Because page 2, ¶¶ 9 and 10 of the Consent Agreement find that Ms. Chaiken violated BRPPO Article 3, § 1 by building and using the Structure in a manner that was not authorized by the October 11, 2019 Building Permit, Ms. Chaiken necessarily violated LUO Article IV, § 1 and SZO § 16(B) as well. Thus, the Consent Agreement must at least be revised to specify that Ms. Chaiken violated all three of those ordinances and that violation of each ordinance constitutes a separate violation.

The remaining step is for the Select Board to calculate the appropriate penalty for those violations under BRPPO Article 6, § 2. Where a statute declares that a violation shall cause the violator to incur a minimum fine for each day the violation continues, a court has no discretion to waive the imposition of that minimum daily fine. *Town of Orono v. LaPointe*, 1997 ME 185, ¶ 12, 698 A.2d 1059, 1062. Logically, the same rule must apply to the Select Board in assessing a penalty under BRPPO Article 6, § 2. Accordingly, the Select Board has no discretion to avoid assessing a penalty of at least \$ 100 for each day on which each violation remained uncured.

The violations of BRPPO Article 3, § 1; LUO Article IV, § 1; and SZO § 16(B) would have commenced, at the latest, when Ms. Chaiken's son and contractor, Mr. McNaughton, caused the dimensions of the Structure to exceed 16' x 11.' At the Select Board's meeting of September 14, 2021, Sheldon Chaiken testified that Mr. McNaughton

¹² **Article 3. Approval Required**

Section 1. Permit

Prior to starting any construction, placement, replacement, remodeling, relocating, or razing, plumbing i.e.; internal, external or Subsurface Wastewater Disposal of any principal building, accessory structure, mobile accessory structure or part(s) thereof, the property owner or agent thereof shall obtain from the Code Enforcement Officer a permit covering the proposed project.

¹³ **ARTICLE IV. ADMINISTRATION**

Section 1. Permit Required

Unless otherwise provided, no Structure, or part thereof, shall be erected, altered, improved, renovated, enlarged, moved, or demolished and no use shall be changed or expanded without a written permit issued by the Code Enforcement Officer or the Planning Board. Such a permit shall be issued only if the application materials, building plans and proposed uses comply with the requirements of this Ordinance and all other applicable laws, regulations and Ordinances.

¹⁴ **Section 16. Administration**

B. Permits Required

After the effective date of this Ordinance no person shall, without first obtaining a permit(s), engage in any activity of use of land or structure requiring a permit(s) in the district in which such activity or use would occur; or expand, change, or replace an existing use or structure; or renew a discontinued non-conforming use.

had built the Structure sometime during the “spring” of 2020. Even assuming that (a) Mr. McNaughton exceeded the scope of the permit no sooner than June 21, 2020 and (b) the ATF Permit granted on September 8, 2021 validly cured the violation, the violation would have persisted for at least 444 days. Accordingly, the *minimum* civil penalty for even *one* violation, at the rate of \$ 100/day, would be \$ 44,400.00. Any additional ordinance violations would increase that amount proportionally.¹⁵

Therefore, Canons Ashby respectfully requests the Select Board not to ratify the Consent Agreement until it has properly calculated the mandatory minimum daily monetary penalty for Ms. Chaiken’s violation of BRPPO Article 3, § 1, as prescribed by BRPPO Article 6, § 2.

D. Even if the Violations Began Without the Chaikens’ Knowledge, the Chaikens Later Ratified the Violations and Intentionally Perpetuated Them.

CEO Day argued that Ms. Chaiken deserved only a small penalty because her violation was “unintentional.” CEO Day’s conclusion presumably rests on the Chaikens’ assertion that Mr. McNaughton, Ms. Chaiken’s son and contractor, “surprised” the Chaikens with the “gift” of the 20’ x 20’ Structure which, according to Mr. Chaiken’s testimony at the Select Board’s September 14, 2021 meeting, was intended “for use by our extended family for *entertaining* and occasional *overnight camping*.” (emphasis added)

However, even if Mr. McNaughton’s building of the unauthorized Structure began as a surprise to the Chaikens, *Mr. McNaughton* actually knew that he was violating the October 11, 2019 Building Permit, which authorized only a 16’ x 11’ “shed,” when he

¹⁵ Even if it is assumed that the Town is not *obligated* to assess penalties on a per-day basis, the example provided in the text demonstrates that a “fine” of only \$ 3,952 is grossly disproportionate to the penalties expressly authorized by 30-A M.R.S. § 4452.

built the equivalent of a 20' x 20' summer camp.¹⁶ Thus, the violation was plainly intentional by Mr. McNaughton, who was then acting as Ms. Chaiken's contractor.¹⁷

Moreover, by September of 2020, when Canons Ashby first discovered the Structure, the Chaikens had adopted Mr. McNaughton's violations as their own. In that month, Amy Hall Furlong, one of the members of Canons Ashby, invited the Chaikens to the Canons Ashby residence for what she hoped would be a neighborly discussion of her concerns about the unexpected size, design, and use of the Structure. Instead, the Chaikens angrily retorted that they had "done everything by the book" in building the Structure; that they had the right to build the oversized Structure and to allow Mr. McNaughton to use it as a lakeside camp for himself and his family; and that if Ms. Furlong tried to "do anything about" Mr. McNaughton's use of the Structure, the Chaikens would "build something bigger and better" on that portion of their land.¹⁸

The following are two representative photographs of the Structure taken in September, 2020 which clearly illustrate the use of the Structure which the Chaikens had, by then, personally endorsed and were vigorously defending:

¹⁶ In a letter to Town Attorney Aga Dixon dated April 14, 2021, the Chaikens' counsel stated, among other things, the following: "It is my understanding that when Peter decided to build the larger accessory structure in the spring of 2020 *he went to the Town to update the building application* but the offices were closed due to COVID-19 and he failed to go follow up later regarding the change in design." (emphasis added) Rather than making Mr. McNaughton's actions seem *less* culpable, that statement demonstrates that in the spring of 2020 (a) Mr. McNaughton consciously *knew* that the 2019 Building Permit did not authorize the Structure, but (b) after making one half-hearted effort to obtain an amended building permit for the Structure, did nothing further to cure the violation.

¹⁷ In her application for the October 11, 2019 Building Permit, Ms. Chaiken named "McNaughton Construction" as the Contractor for the 16' x 11' "shed." Thus, the fact that the violations were originally caused by Ms. Chaiken's contractor, Mr. McNaughton, does not absolve Ms. Chaiken from responsibility for those violations.

¹⁸ ¶ 13 Affidavit of Amy Hall Furlong dated April 29, 2021, attached to this letter as Exhibit A. Canons Ashby's counsel sent that affidavit to Town Attorney Aga Dixon as an attachment to a letter to her dated May 3, 2021.

November 4, 2021
Page 12





On the next page of this letter is a photograph of the Structure as viewed from the Canons Ashby Parcel during the evening of July 10, 2021, when the Structure was illuminated by lanterns fastened to the porch of the Structure:



It cannot credibly be contended that the Structure shown in the preceding photographs constitutes a mere “shed” which was either designed, or being used, for the storage of small watercraft and related boating equipment. Yet the Chaikens did not voluntarily bring Mr. McNaughton’s violations of the October 11, 2019 Permit to CEO Day’s attention; instead, Canons Ashby was compelled to do so. Neither did the Chaikens willingly attempt to cure the violations either by applying for an ATF Permit for a 20’ x 20’ structure or by instructing Mr. McNaughton to cease using the Structure “as something other than a shed.” The Chaikens instead fiercely defended the legality of the Structure and its use until CEO Day sent them her Notice of Violation dated August 31, 2021.

E. The Consent Agreement Must be Revised to Include an Express Condition Restricting Ms. Chaiken's Use of the Structure to that of a Boat Storage Shed.

At its September 14, 2021 meeting, the Select Board voted to approve a "fine" consisting solely of the reimbursement of \$ 3,952 of the Town's attorney fees only after CEO Day had verbally assured the Select Board that Ms. Chaiken had agreed to use the Structure as "just a shed, just for canoes, boats, and waterfront equipment." Shortly thereafter, Sheldon Chaiken confirmed CEO Day's account by vowing that the Structure would henceforth be used only for storage of "our various kayaks, canoes, and outboards, etc." Because the Select Board relied on the Chaikens' representations about their intended use of the Structure under the ATF Permit in approving the \$ 3,952 "fine," those representations should be incorporated into the Consent Agreement as an express, enforceable condition in order to ensure that the Chaikens do not resume using the Structure as "something other than a shed."

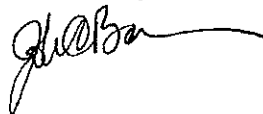
Accordingly, Canons Ashby respectfully submits that, at a bare minimum, the Select Board must decline to ratify the Consent Agreement until it is revised to add an express condition that, in accordance with their representations to the Board, the Chaikens may use the Structure only as a "shed" for storing watercraft and related boating equipment.

CONCLUSION

For all the foregoing reasons, Canons Ashby respectfully requests that the Select Board postpone any vote to ratify the Consent Agreement until the Board of Appeals renders a decision on Canons Ashby's administrative appeal. Short of that, Canons Ashby respectfully requests the Select Board either (a) to refuse to ratify the Consent Agreement until it is revised as discussed in this letter, or else (b) to vote to reject it.

Thank you for your attention to this letter.

Sincerely,



John C. Bannon

JCB/kpm
Enclosure

November 4, 2021

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cc: Benjamin J. Plante, Esq. (w/encl)
Patrick W. Lyons, Esq. (w/encl)
James N. Katsiaficas, Esq. (w/encl)
J. M. Dryden Hall, Jr. (w/encl)
Amy Hall Furlong (w/encl)

AFFIDAVIT OF AMY HALL FURLONG

1. I am Amy Hall Furlong. My address is 7815 Overbrook Road, Baltimore, MD 21204. I am a member of Canons Ashby Retreat, LLC., a Maine LLC that owns property located at 84 Grover Way, Bridgton, Maine (hereafter the "Canons Ashby Parcel"). The Canons Ashby Parcel is shown as Lot 24B on Tax Map 14 of the Town of Bridgton, Maine.

2. I make this affidavit to set forth under oath information relating to an on-going land use dispute concerning an abutting parcel owned by H. Gail Chaiken as Trustee of the H. Gail Chaiken Revocable Living Trust (hereafter "Ms. Chaiken") and shown as Lot 24C on Tax Map 14 (hereafter the "Chaiken Property").

3. My father, J.M. Dryden "Dutch" Hall, Jr., is the Managing Director of Canons Ashby Retreat, LLC. The other members of the LLC are my siblings Claflin and Joshua Hall.

4. On information and belief, my parents purchased the Canons Ashby Parcel in 1990 and soon thereafter built a residence on it. Because the Canons Ashby Parcel functions as a "family retreat" for the Hall family, I have visited the Canons Ashby Parcel frequently over the course of many years and have thereby become very familiar with both the Canons Ashby Parcel, the Chaiken Property, the Abbott family lot that borders the Chaiken Property on the south, and the residents of those properties.

5. I have known Shelly and Gail Chaiken for many years. Until September, 2020, I had always considered them to be very friendly neighbors.

6. In September, 2020, I arrived at the Canons Ashby Parcel at night for a fall retreat. As I drove in the driveway, I was startled to see in my car's headlights a structure (hereafter the "Structure") on the Chaiken Property that had not been present when I had left the Canons Ashby Parcel for the season during the fall of 2019. My headlights happened to shine into a window of the Structure where they illuminated the face of a child who appeared to be looking out the window at me from the upper berth of a bunk bed. That was all I noticed that evening.

Being curious about the unfamiliar Structure, the next morning I walked down the driveway towards the Structure while walking my dogs in order to get a better look at it in the daylight. I had no difficulty observing the Structure from the Canons Ashby Parcel because the Structure was and is located on a small, triangular portion of the Chaiken Property that is mostly cleared of trees; its closest wall is only about 17' from the southerly boundary of the Canons Ashby Parcel; and it is situated near the westerly end of our driveway, about 50-60 yards from the front door of the residence on the Canons Ashby Parcel.

7. While I was examining the Structure for the first time, a man, a woman, and two young children (the latter two dressed in pajamas) drove up to me in a golf cart. I did not recognize any of those persons. The driver of the golf cart amiably introduced himself as "Peter McNaughton" and his passengers as his wife, son, and daughter. He also explained that he was Gail Chaiken's son. After introducing himself and his family, Peter's first words to me were, "You must have been shocked when you came down the driveway last night!" I replied that although my father had mentioned something about a possible boat shed, I had been surprised to see what appeared to one of Peter's children looking out the window at me from the top of a bunk bed. Peter proudly replied, "Yes, that's where we live and sleep!"

8. Since first meeting Mr. McNaughton that day I have obtained information indicating that he is (a) an experienced, licensed building contractor and (b) the owner of "McNaughton Construction" in Yarmouth, Maine.

9. After taking the opportunity to observe the Structure at length during September, 2020, it appeared to me that the Structure was about 20' x 20' in dimensions and had the appearance of a small residence. Along one side of the Structure was a porch lit by lanterns and furnished with rocking chairs and a camp cooking stove. Closely adjacent to the Structure were clothes lines, an electric generator, fire pit, and other accessories and equipment typically associated with a residential summer camp. From within the Canons Ashby Parcel and/or the Abbot Lot I could see, through the windows of the Structure, that the interior of the Structure was outfitted with a queen- or king-size bed, a set of bunk beds, bedding, a dresser, a roll of toilet paper, cleaning supplies, wall-mounted lighting fixtures, a water cooler, small tables and chairs, and art work hanging on the walls. During September, 2020, I saw a few small watercraft such as kayaks and canoes lying on the ground surrounding the Structure, but no such watercraft stored within the Structure or on its porch.

10. During September, 2020, I observed that the Structure and the area immediately surrounding it were exclusively occupied and used by Peter McNaughton, his wife, and their two children, in a manner typical of "camp"-style summer residence. I never saw Gail Chaiken visit the Structure for any purpose, and saw Shelly there only on a few occasions when he appeared to be consulting with Peter McNaughton – not recreating. I saw neither Shelly nor Gail Chaiken use any of their small watercraft, which were then stored on the Lakefront in front of the Structure. When I occasionally visited the Canons Ashby Parcel during the winter of 2020/2021, I saw the Chaikens' small watercraft still stored in identical or similar locations on the shore of Highland Lake.

12. Shelly and Gail Chaiken built a substantial summer residence on the Chaiken Property in about 2005. Since then they have always maintained a dock on the shore of the small triangular area of their Property fronting on Highland Lake. Shelly and Gail land their recreational watercraft on their dock throughout the summer months. Based on my observations of how Shelly and Gail had typically used the Property for many years

preceding 2019, I see no reason why Shelly and Gail themselves would construct a 20' x 20' "camp-style" residential structure for their personal use when they already own a comfortable, well-appointed residence on the Chaiken Property. If they really needed such a camp, it seems logical that Shelly and Gail would have built it long ago.

13. Later in September, 2020, I invited Shelly and Gail Chaiken to come to the Hall family residence on the Canons Ashby Parcel for a visit on our outside deck, where we could be less concerned about spreading COVID-19. I did not mention any particular purpose for the visit.

After Shelly and Gail Chaiken arrived, we spent some time catching up as we typically do when we have not seen each other for a while. I then began to share with them my misgivings about what I felt to be the intrusive nature of the new Structure. I also revealed to them my perception that Peter McNaughton was using the Structure as a summer camp for his own family's use rather than to store the Chaikens' personal watercraft; that I had reviewed the building permit application for the Structure; and that there were marked differences in size and location between the Structure as described in the permit application and what had actually been constructed. I felt comfortable volunteering those concerns because, over the course of several decades, our family had cultivated what we regarded as a friendship with the Chaikens and a relationship of mutual respect concerning each other's welfare as adjoining neighbors. Based on my past experience I expected the conversation to be amicable and open-hearted.

Shelly's immediate response to my comments was to insist adamantly that "everything was by the book." Both Shelly's and Gail's mood and manner quickly turned hostile. In angry, loud, and threatening voices they each informed me that "it was their land;" that they had the right to allow Peter McNaughton to construct and use the Structure in any manner he wished; and that they intended the Structure to serve Peter and his family as their personal lakeside retreat. Gail then warned me that if I "try and do anything" about Peter's present use of the Structure, "we will build something bigger and better on that piece of our land."

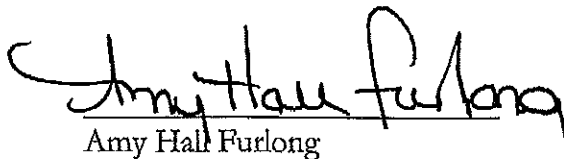
Neither Shelly nor Gail said anything remotely suggesting either that (a) Peter had offered to build for *them*, whether as a "gift" or not, a small shed for the storage of their two personal kayaks, or that (b) the Chaikens personally desired to use the Structure for that purpose. To the contrary, the Chaikens clearly indicated that (a) *they* had given the Structure to Peter McNaughton for *Peter's* exclusive use (and that of his immediate family) as a private summer camping facility and (b) the Chaikens themselves would vigorously resist any effort by my family to *interfere* with that use.

Shelly and Gail then quickly left the deck to return to their property. Without turning to address me, Gail uttered in loud tones that "our friendship is over."

14. I have taken photographs of the Structure from both the Canons Ashby Parcel and the Abbott Lot. I attest that the copies of the photographs attached to my affidavit as Exhibit A were taken by me and are true and accurate. While most of them were taken in September, 2020, I took some of them during a return visit to the family property in December, 2020.

15. Except where otherwise expressly indicated above, I have personal knowledge of the matters alleged in this affidavit and attest that those allegations are true and correct. To the extent I make the foregoing allegations based upon information and belief, I attest that those allegations are true and correct.

Date: April 29, 2021.

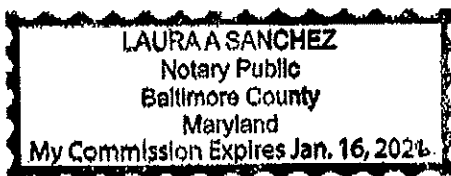

Amy Hall Furlong

STATE OF MARYLAND
Baltimore, ss.

April 29, 2021

Personally appeared the above-named Amy Hall Furlong and made oath that to the extent the foregoing statements are based upon her personal knowledge, they are true to the best of her knowledge and recollection; and that to the extent the foregoing statements are based upon information and belief, she believes them to be true to the best of her knowledge and recollection

Before me,



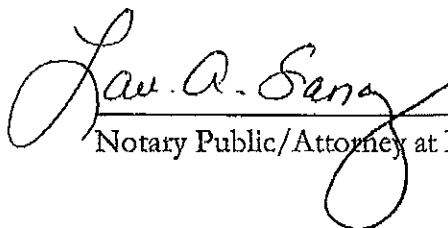
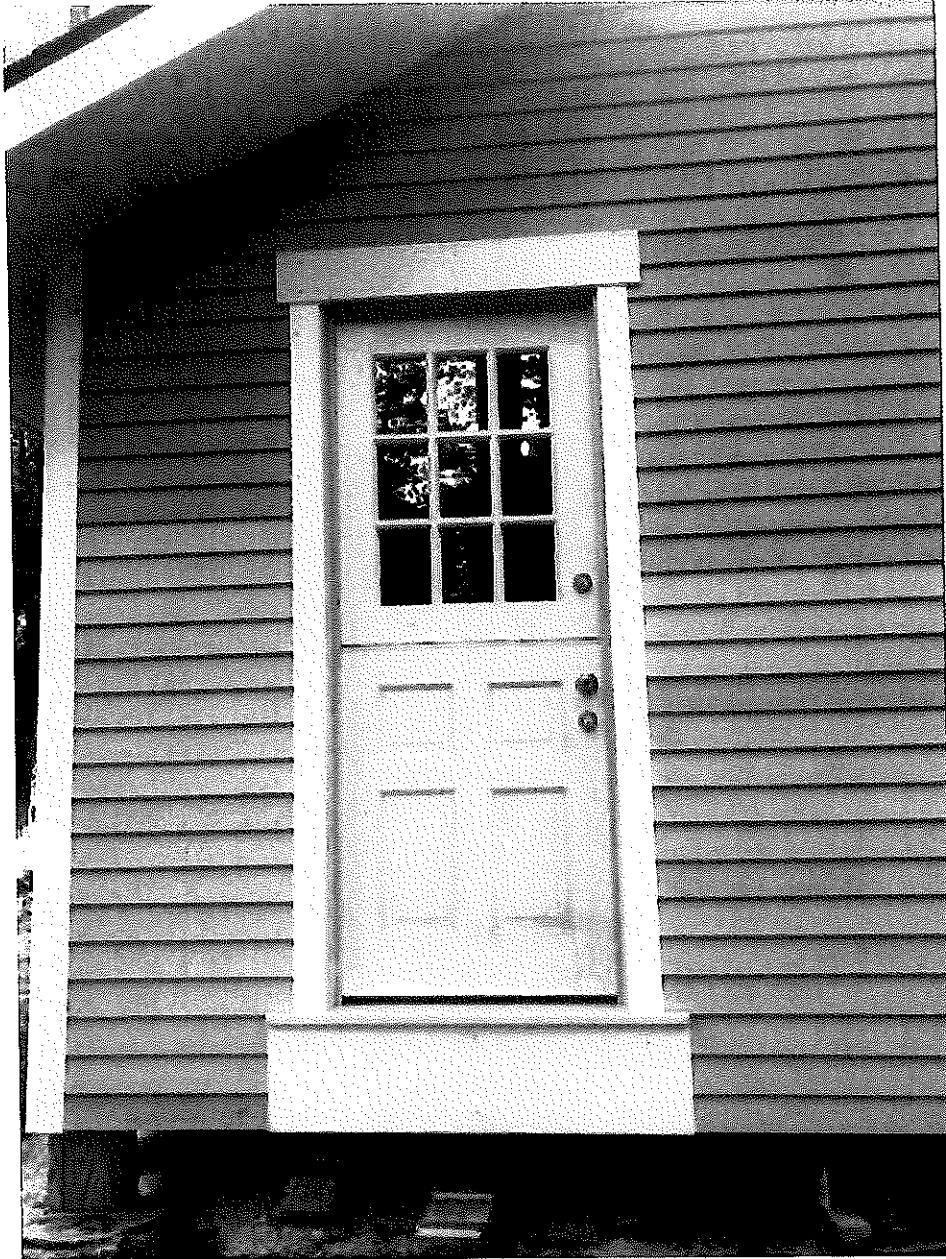

Notary Public/Attorney at Law

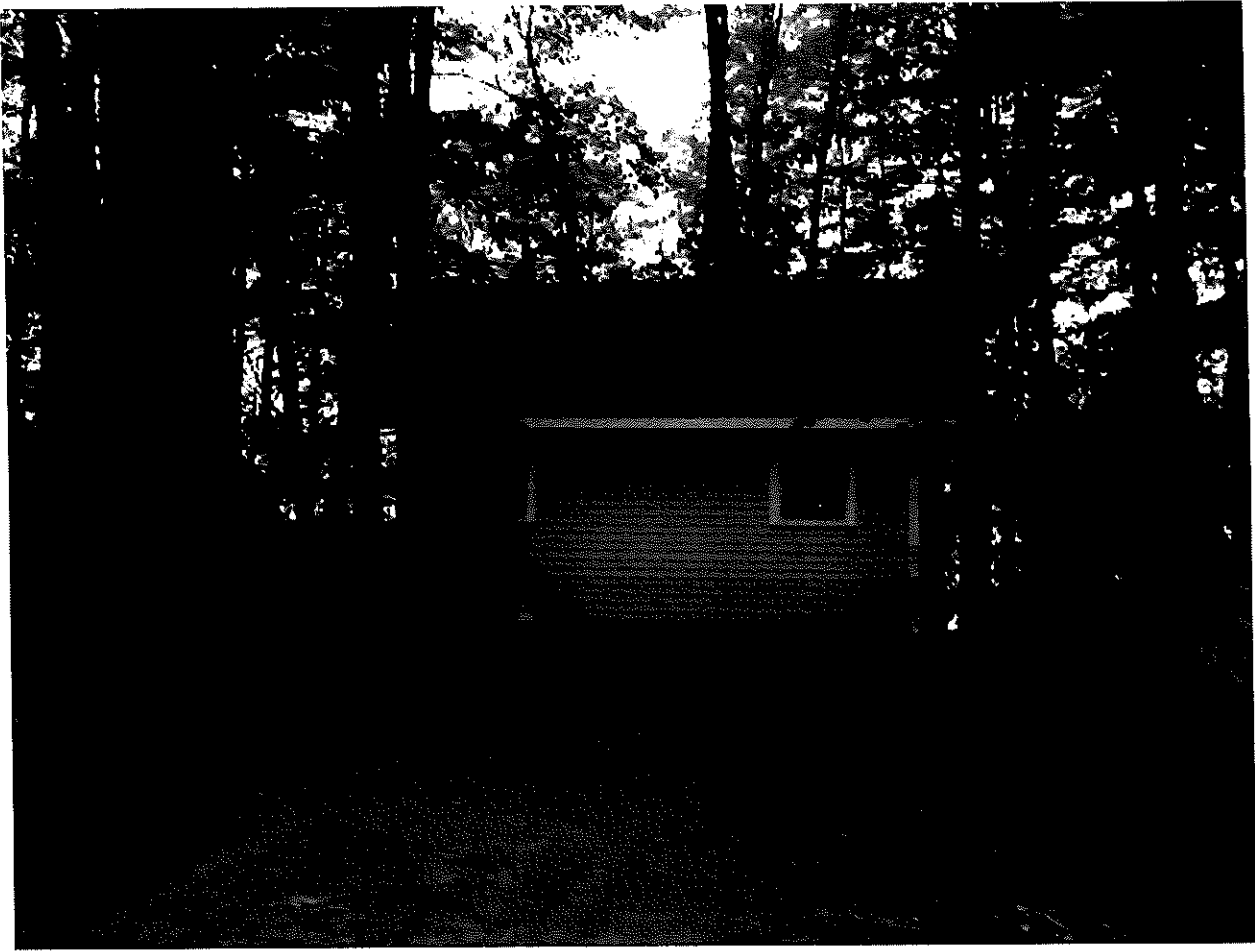
EXHIBIT A























Board of Selectmen's Meeting Minutes

November 17, 2021; 5:00 P.M.

Board Members Present: Glenn R. Zaidman, Vice-Chairman; Robert J. McHatton and Paul A. Tworog.

Absent: Carmen E. Lone, Chairman; G. Frederick Packard.

Administration Present: Town Manager Robert A. Peabody, Jr.; Deputy Town Manager Georgiann M. Fleck.

Absent: None

Also Present: Forrest Kollander, Transfer Station Foreman.

Also Present Recycling Committee Members: Kate Fitzcharles (In Person); Donna Joss (Remote); Therese Johnson (Remote); Sally Chappell (Remote) and Rachel Miller (Remote)

1. Call to Order

Vice Chairman Zaidman called the meeting to order at 5:00 P.M.

2. Pledge of Allegiance

The Board recited the "Pledge of Allegiance."

3. Workshop with Recycling Committee

Recycling Committee Member Chappell said this is to discuss the new initiative regarding pay-per-bag. The Recycling Committee prepared a DRAFT Ordinance for review (see attached). Selectman Tworog said that the original Ordinance had a price per pound if you did not have a bag, however, the proposed Ordinance does not have a price per pound included. Recycling Committee Chair Chappell said that was not necessary because everything needs to be in a designated bag. There will be no option for weighing trash in lieu of a bag, you can either buy a bag at the Transfer Station or take your trash away and taking into consideration the Transfer Station personnel, everything needs to be in a designated bag. Selectman McHatton said the Ordinance lists a 30 gallon bag which weights approximately 23 pounds and a 13 gallon bag which weighs approximately 10 pounds but it does not list a price. Recycling Committee Chair Chappell said we purposely left it blank so the Board of Selectmen could determine a price. Town Manager Peabody said you do not list prices in an Ordinance because an Ordinance goes to the voters so anytime there is a price change it needs to go back to the voters for consideration. The way you determine the price of a bag is you determine the cost of the operation which has to do with MSW and then you use the approximate weight of the bag to determine a price. Fees do not go in an Ordinance but are indicated on the Fee Schedule which is updated by the Board of Selectmen as necessary. Therefore, Section 6 of the proposed Ordinance should not have a fee listed. Selectman McHatton said you may not need to put it in the Ordinance but you have to give the voters an approximate amount so they know how much this is going to cost.

Vice Chairman Zaidman said I think that the Recycling Committee needs to have a staff person assigned to them to assist in writing the Ordinance and various other administrative duties.

Selectman McHatton said the public also needs to know where the bags are going to be available. Recycling Committee Chair Chappell said we assumed that they would be available at food stores, hardware stores and Transfer Station.

Vice Chairman Zaidman said if some of the stores in Town agree to sell the bags available is there going to be a charge to do that? Town Manager Peabody said there is the price of the bags and then there is a tax on the bags and you do not allow the vendors to add on to that price. You can get around the tax by paying the tax up front when you purchase the bags and then pay the tax to the State.

Town Manager Peabody said it is hard to regulate the commercial haulers, they will pick up citizens trash in an unapproved bag and they would pile the approved bags on top of the regular trash bags. We had it so they could purchase bags or get weighed.

Vice Chairman Zaidman said we don't know if we are getting someone else's trash or not. Town Manager Peabody said at that point it doesn't matter because you are getting paid by the pay as you throw. The costs are covered by the cost of the bag which factors in the trucking and tipping fees. Vice Chairman Zaidman said what if we start getting a lot of trash from other towns and our disposal costs go up. Town Manager Peabody said you factor in the entire operating costs. When we did it it worked out to be about a \$1.00 to \$1.25 per bag and now it is \$2.50 per bag.

Town Manager Peabody said if the bags are yellow and the typical bags are white. If a truck comes in with a mixture of color bags, what are you going to do now? Recycling Committee Member Joss said why would the hauler pick up bags that are not in the appropriate colored bag to deposit at the Town of Bridgton Transfer Station, why wouldn't he tell the homeowner that he will pick up their trash but the trash must be in the appropriate colored bag? Town Manager Peabody said you can turn the truck away. Bob Fitzcharles, previous Transfer Station Foreman, would spot check trash that a commercial hauler brought in. Transfer Station Foreman Kollander said we still spot check to make sure that trash is not being hauled in from other Towns by a commercial hauler. Town Manager Peabody said if they bring in trash not in the appropriate colored bags you would charge them the cost of a bag. Selectman McHatton said it is going to take a good 6 months to get the program established.

Selectman McHatton said in the proposed Ordinance it has a definition for "packer truck". Town Manager Peabody said we don't allow packer trucks so that would need to be removed.

Selectman Tworog said we are going to charge a fee to get more revenue. If we had a formula that included all costs, in some sense it doesn't matter what we charge as long as we can justify the savings.

Recycling Committee Member Johnson said the cost of bags is going to be offset by the savings in hauling and tipping fees. Vice Chairman Zaidman said the pay-per-bag is a user fee, so if you want to take all your recyclables and put them in a bag you are going to pay for that.

Recycling Committee Member Fitzcharles submitted a spreadsheet from EcoMaine of Towns that currently have pay-per-bag and the most expensive is \$2.50 per bag (See attached). Every department has to pay for its personnel and the expenses that go with it but it is most important to cover expenses. As gas goes up the cost of hauling is going to also increase. Average findings are one 15 gallon trash bag and one 30 gallon trash bag per week per household.

Vice Chairman Zaidman said to Foreman Kollander what have you heard for feedback from the public about the pay-per-bag proposal? Foreman Kollander said a lot of complaints from the general public are gas is more than \$3.00 a gallon, groceries are double and now you are going to charge me my sticker fee and a per bag fee. I

know this system works but it is wrong timing. It is the savings in the long term that people are not going to look at. I am for this but I do not think that the general public is for this at this time, this is bad timing.

Selectman Tworog said if this were to pass what do you perceive as additional work? Foreman Kollander said it is not any additional work. Selectman Tworog said any less work? Foreman Kollander said no, it would be more recycling and less trash. If you are going to charge a per bag fee what is the point of a transfer station sticker? Town Manager Peabody said what is the revenues generated for stickers? Foreman Kollander said I am not sure but it is a lot.

Selectman Tworog said what would you do for electronics, tires, etc.? Town Manager Peabody said that would be handled differently. Selectman Tworog said then you would still need a sticker because you would still be taking in electronics, demo, etc. Vice Chairman Zaidman said I don't think we would need to charge for the sticker, maybe the cost of the sticker could be absorbed in the cost of the bag?

Recycling Committee Member Johnson said you are going to hear from the opponents but not from the ones that are in favor of pay-per-bag. It is not fair for the person that puts a small amount of trash vs. someone that deposits a lot of trash and yet everyone is paying the same amount.

Vice Chairman Zaidman said the Board of Selectmen has asked the Recycling Committee to come up with a campaign. What can the Board of Selectmen do to help you, the Recycling Committee? My experience on campaigns took a long time for people to understand and it is going to take a lot of information, there needs to be a lot of education for the public to understand pay-per-bag.

Recycling Committee Member Fitzcharles said maybe a newspaper campaign, which cost money to take out a full page. Maybe the Bridgton News could do articles. Break the process down and maybe every week or every other week have an ad in the paper. We do not have any money budgeted to work with.

Vice Chairman Zaidman said if the Board of Selectmen wants to proceed with this then I believe the Town Manager needs to appoint one of the staff to work with the Committee.

Selectman McHatton said in the past we put this on the ballot 4 times, and once was during an election year, and it came in with a 4 to 1 vote against. That was after heavy campaigning. Citizens said we pay for police department, recreation department and fire department and we want to pay for our trash the same way. Selectman Tworog said what was the cost per bag at that time? Selectman McHatton said I would need to review my information.

Recycling Committee Member Fitzcharles said would it help if we came up with a campaign proposal and present it to the Board. We were thinking about beginning in January and we are going to need some financial assistance.

Selectmen McHatton said I would like the Board to consider focusing on one item each week in relation to pay-per-bag and explain it to the public. Right now there is a lot of negative information and comments.

Recycling Committee Member Fitzcharles said does the Board want to come up with a list of questions? Selectman McHatton said I think the public needs to know what the cost of the bags are going to be and why. Recycling Committee Member Fitzcharles said we have set up a table at the Transfer Station but people want to come in, dump their trash and go.

Vice Chairman Zaidman said maybe a venue could be the Farmer's Market.

Vice Chairman Zaidman said the Town Manager should appoint someone from his staff to work with the Committee.

Recycling Committee Member Fitzcharles said people have gotten a free ride and costs continue to increase. People throw everything in a bag but if they have to pay for the bags then they are going to have to recycle to save money.

Selectman Tworog said one thing that would be interesting is how many bags are people going through on average, it is the volume of trash. Recycling Committee Member Fitzcharles said not if they recycle, it will be less.

Foreman Kollander said when Fryeburg went to pay-per-bag, it increased the amount of trash that was dumped everywhere. I don't want to see our town become a dumping ground for trash OR burn barrels everywhere. Vice Chairman Zaidman said it is a justifiable concern but we have a Police Department who can investigate dumping. Recycling Committee Member Johnson said we did do some investigating and initially there were issues when pay-per-bag was first implemented but once enforcement kicks up it ceased.

Recycling Committee Chair Chappell said I would like to discuss the low income people which Town Manager Peabody requested that that reference in the Ordinance be removed. Everyone is going to have to think about their trash and every income level will have to consider recycling and composting to save money. However, if people do not have enough money to buy food how are they going to buy bags. Therefore, I would like the Town and the Committee to research ways that low income people can be helped. It might be distributing bags to every person who goes to the food pantry.

Vice Chairman Zaidman said how does the Board want to proceed. Selectman Tworog said everyone knows that there is a benefit to recycling but they are reluctant to pay for bags, however, we do need to make sure everyone knows the benefit to this type of program. There needs to be an effective campaign of facts. Vice Chairman Zaidman said pictures are important, a display of trash dumped out of a 23 pound bag and separated showing what is trash and what can be recycled. We are coming into budget season so we can budget for this program.

Foreman Kollander said in Conway, New Hampshire, recycling is mandatory with clear bags, and if the Transfer Station attendant sees recycling in your bag you will be fined and you could be banned from the Transfer Station.

Selectman Tworog said can we get statistics for what we recycle in comparison to other towns that might have this type of program in place? Town Manager Peabody said EcoMaine does that and Bridgton is in the low 20's. Recycling Committee Member Johnson said in Town's that have adopted pay-per-bag their recycling increased to 40% and that would be a substantial savings to the Town.

Vice Chairman Zaidman said does the Board want to instruct the Town Manager to work with the committee? Selectman Tworog said I would be in favor of that. Selectmen McHatton said there is time. Town Manager Peabody said we are going to begin the budget process next month. It would be helpful if the Committee could come up with a campaign to estimate costs. Recycling Committee Member Fitzcharles said she could have the Committee come up with a plan to submit for review within the next month.

Recycling Committee Member Johnson said there was an entity, Wastezero, that would manage a campaign. Recycling Committee Member Fitzcharles said Wastezero did a presentation in 2019.

Town Manager Peabody said there are a few other issues with the Ordinance but I would suggest we make our changes and submit it to the Committee for further review. Do we want to send it to legal for a review? Vice Chairman Zaidman and Selectman McHatton said not quite yet.

4. Adjourn

Motion was made by Selectman Packard to adjourn the meeting at 6:08P.M.; second from Vice-Chairman Zaidman. 4 approve / 0 oppose

Respectfully submitted,

Georgiann M. Fleck
Deputy Town Manager

Board of Selectmen's Meeting Minutes
November 23, 2021; 5:00 P.M.

Board Members Present: Carmen E. Lone, Chairman; Glenn R. Zaidman, Vice-Chairman; Paul A. Tworog; G. Frederick Packard; Robert J. McHatton, Sr.; G. Frederick Packard.
Administration Present: Deputy Town Manager Georgiann Fleck; Town Clerk Laurie Chadbourne; Community Development Director Linda LaCroix; Recreation Director Gary Colello.

1. Call to Order

Chairman Lone called the meeting to order at 5:00 P.M.

2. Pledge of Allegiance

The Board recited the "Pledge of Allegiance."

~~3. 4:30 P.M. / Executive Session Per MRS Title 1, Section 405.6.E. for Discussion of Legal Matters~~

4. 5:00 P.M. / Approval of Minutes

- a. October 26, 2021
- b. November 2, 2021

Motion was made by Selectman McHatton for approval of the minutes of the October 26, 2021 and November 2, 2021 Board Meetings; second from Selectman Packard. 5 approve/0 oppose/1 abstention (Tworog abstained as he was absent from the November 2, 2021 Board Meeting)

5. Public Comments on Non-Agenda Items

Health Officer Cathy Pinkham provided updated COVID information, including the location of vaccination sites.

Health Officer Cathy Pinkham reported that she is working on a new program, "sand for seniors." Chief Jones and members of the Police Department will assist with delivering the sand.

6. Committee/Liaison Reports

As the Board liaison to the Recycling Committee, Selectman McHatton reported that information is being prepared to provide a good understanding of the program to allow the voters to make an informed decision. **Motion** was made by Vice-Chairman Zaidman to follow the consensus of the Board from the workshop session with the Recycling Committee (to appoint a staff member to work with the Committee and provide assistance with the budget); second from Selectman Tworog. 4 approve/0 oppose/1 abstention (Lone abstained as she was absent from the workshop.)

7. Correspondence, Presentations and Other Pertinent Information

a. Use of Highland Lake Beach Area for Winter Carnival Events

Winter Carnival President Dan Harden was present requesting permission to use Highland Lake Beach for the Winter Carnival on February 19, 2022 from 8AM until 7:30PM. There will be many activities including the freezing for a reason polar dip, horse-drawn wagon ride, hot air balloon, children's ice fishing derby, adult ice bar, all day music, food vendors and fireworks at 6PM. **Motion** was made by Selectman Tworog to approve the use of Highland Lake Beach by the Greater Lakes Region Chamber of Commerce for the 2022 Winter Carnival; second from Vice-Chairman Zaidman. 5 approve/0 oppose

8. New Business

a. Awards and Other Administrative Recommendations

- ~~1. Administrative Consent Agreement: 43 Grover Way, Map 14, Lot 24C~~
2. CDBG-CV: Recreation Department Van Purchase

The unspent CDBG-CV funds were reallocated to the Recreation department. Deputy Town Manager Fleck explained that the vote at this meeting would formally dedicate those funds to the purchase of a passenger van. **Motion** was made by Selectman McHatton to approve the purchase of a passenger van by the Recreation Department using CDBG-CV funds; second from Selectman Packard. 3 approve/2 oppose (Zaidman and Tworog were opposed) *[see below for additional vote after item #3]*

3. Water Reclamation Department: Truck Purchase

It is requested that the Town purchase a 2021 Ram 1500 Warlock Quad Cab 4x4 including plow from MacDonald Motors for \$39,920. The new truck will be assigned to the Public Services Director and his vehicle will be assigned to the Wastewater Foreman. **Motion** was made by Vice-Chairman Zaidman to approve the expenditure of up to \$39,920 for the purchase of a 2021 Ram 1500 Warlock Quad Cab 4x4 including plow from MacDonald Motors; second from Selectman McHatton. 5 approve/0 oppose

2. CDBG-CV: Recreation Department Van Purchase (continued)

Recreation Director Gary Colello reported that the cost of Ford 350 V6 Eco boost, 12 passenger van is \$55,829 and has all the requested safety features to include rearview, lane and blind spot assist along with doors that open and close automatically. **Motion** was made by Selectman McHatton to approve the purchase of a Ford 350 from MacDonald Motors in the amount of \$55,829; second from Vice-Chairman Zaidman. 5 approve/0 oppose

4. Supplementals and Abatements

Motion was made by Selectman Tworog to approve the recommended November 23, 2021 tax supplementals totaling \$751.26 and tax abatements totaling \$1,554.32; second from Selectman Packard. 5 approve/0 oppose

5. Acceptance of Donated Monument Agreement

Kim Leighton is requesting the placement of a memorial bench at Highland Lake honoring her late husband, Dr. Peter Leighton. Deputy Town Manager Georgiann Fleck read the following into the record, "My late husband, beloved Peter A. Leighton, was an integral part of our community serving as a primary care physician and hospitalist and most important to Peter, as an addiction medicine physician. Peter played a vital role in helping adults and their families struggling with substance use disorder. He co-founded the Lakes Region Substance Awareness Coalition with former Chief of Police Rick Stillman which led to the creation of the Lakes Region Recovery Center. Peter's office in Bridgton was actually also the place of his birth and where he would grow up and receive his medical care. Although he lived elsewhere for some of his adult life, he returned to the Lakes Region to practice in the community that raised him. The late Dr. Leighton was also in recovery for 12 years and dedicated his sobriety to helping others. It is my hope that the town of Bridgton allows for a commemorative memorial bench in honor of Peter's work and dedication to this community. This bench was generously donated by the Crooked River Counseling Agency and several donors who purchased t-shirts for Peter's annual Walk in Remembrance held in Bridgton in September. I would like the bench to be placed in Kramer's Landing to the right of the boat landing (to the right of the one already there). One of Peter's favorite things to do was spend time in nature and on the lake. It was always important for him to face the west and he loved watching the sunsets over the White Mountains on our daily walks on Highland Road. If this location is not an option, I am open to the idea of having his bench in Shorey Park or Pondicherry Park as well. I am aware that there may be an EPA fee for having the memorial near the lake and I am prepared to pay this fee. Thank you for your time and consideration for this priceless gift for our family, our children, and our community that will continue to carry on his legacy." Public Services Foreman Justin Adams suggested that the bench be placed near Shorey Park which would be more esthetically fitting. Foreman Adams will review the proposed area and location with Mrs. Leighton. **Motion** was made by Vice-Chairman Zaidman to approve the donated monument in Shorey Park subject to Mrs. Leighton's approval of the location; second from Selectman McHatton. 5 approve/0 oppose

6. Application from Nancy Chapman for Membership to the Pondicherry Park Stewardship Committee

Motion was made by Vice-Chairman Zaidman to table this item to the next meeting and requested attendance of Ms. Chapman; second from Selectman Tworog. 5 approve/0 oppose

7. Application from Angie Cook for Membership in the Community Development Advisory Committee

Victoria Hill and Phyllis Roth are no longer members of the Committee. **Motion** was made by Selectman Tworog to appoint Angie Cook to the Community Development Advisory Committee; second from Selectman McHatton. 5 approve/0 oppose

8. Planning Board Proposal for a Marijuana Establishments Moratorium

Planning Board Members Deb Brusini and Dan Harden were present and reviewed the following:

Planning Board Proposal for a Marijuana Establishments Moratorium

Rationale: A large influx of marijuana establishments have been approved in Bridgton since marijuana establishments were allowed by the voters July 14, 2021:

- Seven medical and/or adult use marijuana establishments (6 storefronts, 1 cultivation facility)
- All are located along the Rt 302 corridor all between Willet Road to the Bridgton/Naples town line (Inner Corridor and Outer Corridor districts)
- Surrounding towns have not seen this type of influx or activity
- Another 4 applications are queuing up.

Marijuana establishments may soon be the dominating industry as one enters our town along Portland Road. Why Bridgton? Perhaps because surrounding Towns have not yet permitted all types of marijuana establishments (medical and adult use)? Perhaps our ordinances have loop holes that need to be addressed?

Because of this influx and to be sure the town strikes an appropriate balance of business diversity, the Board recommends a pause from accepting additional applications in order to spend time evaluating the impact of such a large influx in a relatively short period of time and whether our ordinances should be adjusted. For instance, is there an impact on existing businesses in the same districts and is there a hesitation for a variety of businesses to now locate in those districts, stifling diverse commercial growth? Is there a safety impact?

The Board is not promoting nor recommending shutting down businesses or reversing the decisions made by the voters in July 2020 to accept marijuana establishments. The Planning Board would like time to evaluate our town standards and come back to the Select Board with a recommendation for adjustment, or quite possibly not if the findings deem that.

Recommendation:

- Place a 180 day moratorium ordinance on marijuana establishments (all types).
- Timing: Special Town meeting February or March 2022
- Why STM: multiple applications (4) are queuing up, indicating this flurry of activity is not leveling off.

Note - a moratorium would not impact small-scale registered caregivers, which are not currently regulated by the municipality.

Discussion ensued. The Board did not support seeking voter consideration on a moratorium.

9. Request to Close Depot Street on December 4th for the Festival of Lights

Recreation Director Gary Colello requested that a section of Depot Street be closed to through traffic during the Festival of Lights on December 4th. **Motion** was made by Chairman Lone to approve the closure of Depot Street from the Bridgton Community Center entrance to the bridge on December 4, 2021 from 3PM until 6PM; second from Vice-Chairman Zaidman. 5 approve/0 oppose

Other

Vice-Chairman Zaidman asked for a status update on the Red Zone to which Community Development Director Linda LaCroix responded that she expects to have a timeline for the Board within the next week.

Vice-Chairman Zaidman asked for a status update on net energy to which Community Development Director LaCroix responded that it is on target for the scheduled start up the last quarter of 2022.

b. Permits/Documents Requiring Board Approval

1. Victualer's License to Subway (new ownership) at 292 Main Street

Motion was made by Vice-Chairman Zaidman for approval of a Victualer's License to Subway; second from Selectman Packard. 5 approve/0 oppose

2. Victualer's License to Morning Glory Diner at 78 Portland Road

Motion was made by Vice-Chairman Zaidman for approval of a Victualer's License to Morning Glory Diner; second from Selectman Packard. 5 approve/0 oppose

3. Victualer's License to Street Eats (food truck) at 146 Harrison Road

Motion was made by Vice-Chairman Zaidman for approval of a Victualer's License to Street Eats; second from Selectman McHatton. 5 approve/0 oppose

4. Certificate of Commitment of Sewer User Rates Commitment #257

Motion was made by Vice-Chairman Zaidman to commit the August 1, 2021 to October 1, 2021 Sewer User Rate Commitment #257 comprising two pages totaling \$10,348.65 to the Treasurer for collection; second from Selectman Tworog. 5 approve/0 oppose

5. Amended Fee Schedule

Vice-Chairman Zaidman questioned the equivalent user fee of \$98 per quarter (\$392 year) when the ordinance currently sites \$508 per year. The Board deferred to Town Manager Peabody for review and clarification and requested follow up as soon as possible. **Motion** was made by Vice-Chairman Zaidman to approve the amended fee schedule, except for the sewer equivalent user rates; second from Selectman Tworog. 5 approve/0 oppose

c. Selectmen's Concerns

- **Selectman McHatton** had no concerns.
- **Vice-Chairman Zaidman** has no concerns.
- **Selectman Tworog** had no concerns.
- **Selectman Packard** noted that COVID is not over and is concerned that Board Members cannot participate remotely. He requested that this item be added to the next agenda for discussion.
- **Chairman Lone** noted the schedule conflict of the workshop with the Ordinance Review Committee to which the Board changed the date from January 4th to January 5th.
- **Chairman Lone** requested an update regarding the Memorial School Transfer. Consensus of the Board was to direct Town Manager Peabody to contact Superintendent Smith and request a status update.
- **Chairman Lone** contacted State Representative Walter Riseman regarding the status of marijuana revenue sharing and is waiting to hear back from him.
- **Chairman Lone** asked if there has been any movement on payment from Bridgton Water District construction project.

d. Town Manager's Report/Deputy Town Manager's Report
Deputy Town Manager Fleck read the following into the record:

TOWN OF BRIDGTON
DEPUTY TOWN MANAGER'S REPORT
November 23, 2021

General We would like to welcome Victoria Hill as Deputy Community Development Director who began on Monday the 22nd and Holly Heymann will be starting on Monday the 29th in the position of Finance Director. There is a FREE Thanksgiving dinner being held (either in person or a go-box) at the Bridgton Alliance Church, 368 Harrison Road, from 2:00p.m.-6:00p.m. (or until food runs out) on Thanksgiving Day. The dinner was arranged by Pastor Mike Zullo, Bridgton Public Safety Chaplain, his wife, daughter and a couple of Fire Department Members and their families. We would like to thank them for arranging this dinner and hope it is a success. Submitted application for county ARPA funds to offset increased costs of treatment plant and culvert grant. Today I participated in the NAMI Adult Mental Health Class.

Finance The Auditors have scheduled the FY 21 audit for January 3-14th with the exception of January 6th and 7th. Outside agency requests have been mailed and are due back by December 31st. All Salmon Point Over Winter Agreements have been received and paid.

Bridgton Recreation The Haunted Town Hall and Ice Rink Fundraiser raised \$2,259 for scholarships to summer camp and before and after school care. Festival of Lights is planned for Saturday, December 4th beginning at 8:00a.m. with a craft fair at the Town Hall; block party at 4:30p.m.; tree lighting at 5:30p.m. and parade at 6:00p.m. "Parent Night Out" December 10th and 17th beginning at 6:00p.m. to 10:00p.m.; drop off the kids, grab dinner, wrap presents, get some last minutes gifts; whatever it is we have you covered! Costs are \$25.00 for first child and \$10.00 for each additional child. Show us your shopping receipt from December 2021 from a Bridgton based business for \$100 or more and get your second night free! Our recreation department is so vibrant with so many activities for all ages from snowshoeing to play group. For additional information please refer to our website at www.bridgtonmaine.org or call Rec Director, Gary Colello, at 647-1126.

Code Enforcement The Code Enforcement Office reports that 27 building permits were issued for the month of October (26 last year) with 202 total to date (241 last year). 16 plumbing permits were issued for the month of October (17 last year). Approved by the Planning Board on October 5, 2021 was an Apothecary & Medical Marijuana Facility known as Opus Organics located at 2 Sustainable Way and a commercial & residential space at the corner of Main Street.

Fire Department We continue to try to locate replacement parts for reserve engine E-2 to no avail. It is presently at the Town Garage. Chief Garland will continue to update you as more information becomes available.

Police Department Out of an abundance of caution and in hopes that we can limit COVID 19 direct contacts masks are required inside the office area. Officers are responding to an increased amount of incidents related to illegal drug use and/or non-fatal overdose. If you or someone you know needs help, please call the non-emergency line and connect with resources for recovery. Officer McCloud finished another successful week at the police academy which included the infamous pepper spray day. We look forward to his graduation on December 17th. The Halloween event at the Police Department was a success. We had two officers on foot patrol, while Public Safety Administrative Assistant Gendron, Chaplin Mike Zullo, Chief Garland and I handed out candy to roughly 1,000 trick or treaters.

Economic Development The Towns of Bridgton and Windham have been awarded a \$28,000 grant by the Governor's office of Policy Innovation and the Future to develop policy and standards recommendations that will enhance our respective capacities to respond to potential climate change events and circumstances. In addition, each town will identify and recommend priority actions and/or projects to address immediate issues or take advantage of opportunities to reduce inherent vulnerabilities. Anyone Interested in this phase of the Resilience Pilot Project is encouraged to reach out to the CDD by email at llacroix@bridgtonmaine.org.

Revenue and Expenditure report for month ending October 31, 2021 is a benchmark of 33% with revenues at 41.09% and expenditures at 33.45%.

I would like to wish everyone a happy and fulfilling Thanksgiving.

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

Respectfully submitted, Georgiann M. Fleck, Deputy Town Manager

9. Old Business

a. Wastewater Status Update

There were no updates on the wastewater status.

10. Treasurer's Warrants

Motion was made by Selectman Packard for approval of Treasurer's Warrants numbered 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56 and 57; second from Selectman McHatton. 5 approve/0 oppose

11. Public Comments on Non-Agenda Items

Deb Brusini clarified that the property containing a structure must be at least 300 feet of another property housing one or more marijuana establishments.

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

December 14, 2021

December 28, 2021

~~January 4, 2022 @ 5:00 P.M. Workshop with Ordinance Review Committee~~

January 5, 2022 @ 5:00 P.M. Workshop with Ordinance Review Committee

13. Adjourn

Motion was made by Vice-Chairman Zaidman to adjourn the meeting at 7:10 P.M.; second from Selectman Tworog. 5 approve/0 oppose

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk

Richard P. Danis
P.O. Box 24
Bridgton, ME
04009

Chair, Board of Selectmen
Town of Bridgton, ME

Please accept this letter of resignation effective today, November 18, 2021. I am stepping down due to medical reasons. Thank you for allowing me to serve on the Board of Appeals.

Dick Danis

TOWN OF BRIDGTON COMMITTEE APPLICATION

3 Chase Street, Suite 1
Bridgton, Maine 04009
207-647-8786
www.bridgtonmaine.org

Interested in participating ⁱⁿ Elections, trails, ~~on the~~ Committee.

Applicant's Name: Nancy Chapman Pondicherry Park, land Trust
clean lakes, Pleasant Mtn.

Address: 8 Journeys Path

Phone (Day): 207-449-0836 (Evening) Same

E-mail address: lv sea 33 @ yahoo.com

Personal background information (education, related experience, etc.) BA Music Ed

Music Teacher, Loan Officer, Contracts Property Manager

Occupation: Retired

What goal and objectives do you have for this Committee? Any committee involving;

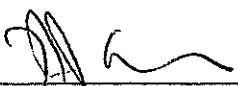
Maintain trails, create new ones. Help w/ elections

Help w/ Pondicherry Park and others. Clean lakes,
Pleasant Mt.

Other Information: _____

I served on the Phippsburg Land Trust

Availability for Meetings: ☒ Late Afternoons ☐ Evenings ☒ Weekdays


Applicant's Signature

11 / 6 / 2021
Date

FOR MUNICIPAL USE ONLY

Application received on 11/15/2021

Application received by h (initials)

Board of Selectmen will consider this application on ~~11/23/2021~~
12/14/21

Applicant was:

☐ appointed for the following term _____

☐ not appointed

Date: _____/_____/20____

Municipal Officers/Board of Selectmen:

| | |
|-------|-----------------------------------|
| _____ | • Carmen E. Lone, Chairman |
| _____ | • Glenn R. Zaidman, Vice-Chairman |
| _____ | • Paul Tworog |
| _____ | • G. Frederick Packard |
| _____ | • Robert J. McHatton, Sr. |

Applicant Notified of Board decision on: _____/_____/20____

Applicant Notified by _____ (initials)

This form to be returned to the Municipal Clerk for filing.

**Pondicherry Park Stewardship
Committee Roster**

| | | | |
|----------------|---|--------------|---|
| Name | Edwards, Daniel | Title | Member of Subcommittee for Park Maintenance |
| Address | 83 Portland Road | | |
| E-Mail | Bridgton ME 04009 dsedwardsart@gmail.com | | |
| Work | | | |
| Home | (207)831-8092 | | |
| Cell | | | |
| Other | | | |
| Name | Evans, Jon | Title | Alternate |
| Address | 31 Evans Road | | |
| E-Mail | Bridgton ME 04009 stewardship@lelt.org | | |
| Work | | | |
| Home | | | |
| Cell | (207)632-8510 | | |
| Other | | | |
| Name | Hayes, Leigh | Title | Alternate |
| Address | 14 Pleasant Street | | |
| E-Mail | Bridgton ME 04009 lmachayes@gmail.com | | |
| Work | | | |
| Home | (207)647-9540 | | |
| Cell | | | |
| Other | | | |
| Name | Jewett, Mary | Title | Lakes Environmental Association Committee Chairman |
| Address | 110 Pond Road | | |
| E-Mail | Bridgton ME 04009 mary@leamaine.org | | |
| Work | | | |
| Home | (207)647-8580 | | |
| Cell | | | |
| Other | | | |
| Name | Klausner, Rick | Title | Loon Echo Alernate Representative |
| Address | 4 Kezar Heights Road | | |
| E-Mail | Bridgton ME 04009 rklausn1@gmail.com | | |
| Work | | | |
| Home | (207)461-2441 | | |
| Cell | | | |
| Other | | | |

**Pondicherry Park Stewardship
Committee Roster**

| | | | |
|----------------|----------------------|--------------|---------------------------------|
| Name | Lagoda, Mark | Title | Town of Bridgton Representative |
| Address | 24 SKILLIN CIRCLE | | |
| | BRIDGTON ME 04009 | | |
| E-Mail | MARKLAGODA@GMAIL.COM | | |
| Work | | | |
| Home | | | |
| Cell | (207)595-9219 | | |
| Other | | | |

| | | | |
|----------------|-----------------------------------|--------------|---|
| Name | Tworog, Paul | Title | Town of Bridgton Alternate/ Board Liason |
| Address | 4 Hillcrest Ave. | | |
| | Bridgton ME 04009 | | |
| E-Mail | selectmantworog@bridgtonmaine.org | | |
| Work | | | |
| Home | | | |
| Cell | (207)595-8209 | | |
| Other | | | |

| | | | |
|----------------|------------------------------------|--------------|---------------------------------|
| Name | Zaidman, Glenn | Title | Town of Bridgton Representative |
| Address | 337 Wildwood Road | | |
| | Bridgton ME 04009 | | |
| E-Mail | selectmanzaidman@bridgtonmaine.org | | |
| Work | | | |
| Home | (207)647-9593 | | |
| Cell | | | |
| Other | | | |

Committee Agreement Pondicherry Park Stewardship Committee

WHEREAS, Loon Echo Land Trust, Inc. ("LELT") conveyed certain lots or parcels of land in the Town of Bridgton, Cumberland County, Maine ("Pondicherry Park") to the Town of Bridgton ("Town"), by deed dated June 27, 2012 and recorded in the Cumberland County Registry of Deeds;

WHEREAS, said deed reserved to LELT a perpetual conservation easement ("Conservation Easement") protecting Pondicherry Park, dated June 27, 2012 and recorded in the Cumberland County Registry of Deeds;

WHEREAS, the Conservation Easement provides for the execution of a committee agreement in order to establish the Pondicherry Park Stewardship Committee ("Committee"), and this agreement ("Committee Agreement") hereby fulfills said requirement;

WHEREAS, Lakes Environmental Association ("LEA") has collaborated with LELT and the Town in the acquisition of and planning for the Pondicherry Park project;

NOW THEREFORE, in consideration of the mutual promises exchanged in this Committee Agreement, the parties hereby agree as follows:

1. PURPOSES

The Purpose of the Committee is to develop and amend the Pondicherry Park Management Plan ("Management Plan") and implement the management activities, all in accordance with the terms and restrictions of the Conservation Easement, under the direction of the Town of Bridgton.

2. APPOINTING MEMBERS

2.1. The following organizations and entities are designated as the Appointing Members ("Appointing Member"):

- 2.1.1. **Loon Echo Land Trust, Inc.**, a Maine nonprofit corporation qualified as exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code (IRC), having a mailing address of 8 Depot Street, Suite 4, Bridgton, Maine 04009; and;
- 2.1.2. **Lakes Environmental Association**, a Maine nonprofit corporation qualified as exempt from federal income tax under Section 501(c)(3) of the IRC, having a mailing address of 230 Main Street, Bridgton, Maine 04009; and
- 2.1.3. **Town of Bridgton**, a body corporate and politic organized and operating under the laws of the State of Maine, with a mailing address of Three Chase St., Suite 1, Bridgton, Maine 04009.

- 2.2. Additional Appointing Members may be admitted upon unanimous approval of the then current Appointing Members.

3. COMMITTEE COMPOSITION

- 3.1. Committee Members. LELT and LEA shall each have the right to appoint up to one (1) individual, and the Town shall have the right to appoint up to three (3) individuals, to serve as regular committee members ("Committee Members") for all purposes of conducting Committee business.
- 3.2. Alternate Committee Members. Each Appointing Member shall also have the right to appoint up to one (1) alternate member ("Alternate Committee Member") and shall, by approval of the Chairperson, vote in the absence of the Committee Member until adjournment of that meeting.
- 3.3. Subcommittees. The Committee may establish subcommittees ("Subcommittee") as working groups to help accomplish its Purposes. All Subcommittees are required to bring their recommendations to the Committee for approval. Subcommittees may have as many members as the Committee deemed necessary, however, should there be more than two (2) persons on a Subcommittee, all agendas must be posted seven (7) days in advance of their meeting (as described in Section 3.3.11) with a public record created within ten (10) days after the meeting (as described in Section 3.3.9).

4. COMMITTEE ADMINISTRATION

- 4.1. Terms. At the time this Committee Agreement is implemented and the Committee is formed, each Committee Member shall be assigned to serve a one (1), two (2) or three (3) year term. Such terms shall be assigned to each Committee Member by a random drawing and at least one (1) of the Town's designated Committee Members shall initially serve the one (1) year term. The other terms to be assigned at random include two (2) year terms and three (3) year terms. At the expiration of these assigned terms, each successive Committee Member shall be appointed for a term of three (3) years.
- 4.2. Voting. The Committee shall make their decisions by a majority vote of at least sixty (60) percent of the total number of Committee Members considered present at the meeting.
- 4.3. Chairperson. The Committee shall elect a Chairperson ("Chairperson"), Vice Chairperson and a Recorder ("Recorder") to serve for a term of one (1) year.
- 4.4. Quorum. Sixty (60) percent of the total number of Committee Members shall be required to constitute a quorum for the transaction of Committee business at any meeting. If a quorum is not present when a duly called or held meeting is convened, the Chairperson may appoint the designated Alternate Committee Member to serve until adjournment of that meeting. Committee Members using an integrated audio-visual interactive media may be considered present for the purposes of establishing a quorum and voting.
- 4.5. Meetings. Meetings of the Committee shall be open to the public. The Committee shall hold at least four (4) quarterly meetings per calendar year.
- 4.6. Recording. The Recorder shall maintain the public record of the meetings of the Committee and such public record shall be made available to the public within ten

- (10) calendar days after the date of the meeting. Such recordings shall include the date, time and location of the meeting; persons present; motions made and resulting vote (initialing the first and last name of the dissenting voter(s)); time adjourned; and any other information that is appropriate, with sufficient detail to adequately describe the key points of the issues and basis for recommendations or decisions made.
- 4.7. Reporting. The Committee, preferably through the Chairperson, shall provide a written or verbal executive summary of the Committee's activities to the Select Board following each meeting of the Committee.
- 4.8. Right To Know Law- All meetings of the Committee and Subcommittee (if greater than two (2) persons) shall be subject to the Right to Know Law (Freedom of Information Act) with agendas to be posted at least seven (7) days in advance of the meeting.

5. COMMITTEE RESPONSIBILITIES

5.1 The Committee and any assigned Subcommittees shall be responsible for the following tasks, activities and goals. Such tasks, activities and goals include but are not limited to the following:

- Assure the implementation of the Management Plan,
- Oversee the voluntary efforts within and for Pondicherry Park,
- Maintain public information on Pondicherry Park issues,
- Develop and assist in Pondicherry Park related fundraising activities,
- Record and report the status of work to the Select Board at least quarterly,
- Record and report any violations within Pondicherry Park to the appropriate authorities,
- Keep current on all park and recreational related management activities for similar parks,
- Recommend additional activities and projects to the Select Board for authority to proceed.

6. REVIEW OF COMMITTEE AND COMMITTEE MEMBERS

6.1 Committee Review. The Appointing Members, together, shall review and evaluate the effectiveness of the Committee at anytime, but not less than every five (5) years. The review and evaluation shall include consideration of the Committee size; the scope of its assigned responsibilities; and the overall performance and achievement of the responsibilities. After such review, the results shall be reported to the Select Board prior to making any changes or amendments to this Committee Agreement.

6.2 Committee Member Review. The Committee shall review the performance of its individual Committee Members annually by using a self assessment tool to assure each individual Committee Member's continued participation, effectiveness and success on the Committee. Such self assessment tool shall take into consideration the removal of any Committee Member who has more than three (3) unexcused absences annually. All review results shall be provided to the Select Board within ten (10) days after the review. If the Select Board believes action should be taken to remove a Committee Member, the Select

Board shall call a meeting of the Appointing Members and such Committee Member may be removed by a unanimous approval of then said Appointing Members.

7. CONFLICT RESOLUTION

7.1. The Appointing Members recognize the need to establish a procedure that permits the resolution of conflicts that may arise amongst the parties as to the roles, responsibilities and interpretations of the Committee Agreement and operations of Pondicherry Park. To that extent the following has been established:

- 7.1.1. Conflicts amongst the Committee Members shall be directed to the Select Board for resolution.
- 7.1.2. Conflicts between the Committee and the Select Board shall be directed to the Select Board.
- 7.1.3. When conflicts amongst the Appointing Members require a third party intervention, the costs shall be split equally amongst the Appointing Members.

7.2. The selection of a third party to either hear an appeal by any of the Appointing Members or to mediate a resolution shall include contacting the Maine Municipal Association (MMA) to determine if they will provide a neutral third party. Absent of the MMA providing a person, the parties may contact a mediation group recommended by the MMA or a similar group such as the American Arbitration Association in the attempt to select a third party by other mutually agreeable means to avoid a protracted legal disagreement.

8. COORDINATION WITH MANAGEMENT PLAN AND CONSERVATION EASEMENT

- 8.1. Notwithstanding any part of this Committee Agreement, the Town is responsible for enforcement of laws in Pondicherry Park, and abiding by the terms of the Management Plan and the Conservation Easement.
- 8.2. Notwithstanding any part of this Committee Agreement, LELT has the unilateral right to monitor and enforce the terms of the Conservation Easement in accordance with the terms of Paragraph 9 thereof.

9. FINANCIAL MATTERS

- 9.1. Adequate funds to meet the relevant terms of the Conservation Easement and Management Plan are a critical component to the success of Pondicherry Park. The Town of Bridgton will be diligent in its annual recommendation to the Annual Town Meeting to secure appropriate funding for annual maintenance and management.

10. LEGAL STATUS

- 10.1. This Committee Agreement shall not be deemed to create any general relationship of agency, partnership, or joint venture among the parties hereto, and Appointing

Members shall make no such representation to anyone. The Committee shall exist as a standing committee of the Town.

11. AMENDMENT

11.1. This Committee Agreement will be reviewed by the Appointing Members from time to time and may be amended by a majority vote of the Appointing Members.

12. MISCELLANEOUS


12.1. This Committee Agreement may be separately signed in counterpart originals.

IN WITNESS WHEREOF, the Members, by their duly authorized representatives, have signed and sealed this Committee Agreement as of the dates indicated below.

MEMBERS:


Loon Echo Land Trust, Inc.

June 24, 2012
Date


By: Norman Nicholson
Its: President


Lakes Environmental Association

June 24, 2012
Date


By: Peter Lavelle
Its: Executive Director

Town of Bridgton

June 27, 2012
Date


By: Mitchell A. Berkowitz
Its: Town Manager

bourne

Peter Lowell <lakesmoose@gmail.com>
Tuesday, November 2, 2021 11:22 AM
Laurie Chadbourne
Economic Development Corp.

JP Flag:
Status:

Follow up
Flagged

Laurie-

BEDC would like to be placed on the Selectboard agenda on December 14.

We would like to discuss a planning process for developing a plan for the Memorial School property.

Thanks,

Peter Lowell

Sent from Mail for Windows

Town of Bridgton
Office of the Community Development Director
MEMORANDUM

To: Selectboard
CC: Town Manager
From: Linda LaCroix, Community Development Director
RE: 2022-2023 CDBG Infrastructure Project Ideas
Date: 11/29/2021

Dear Selectboard,

The 2022-2023 CDBG project year is upon us. Applications have been advertised and published on the web. Attached is the program year schedule. The CDAC has asked to be on the agenda for your meeting of December 14th to solicit ideas and priorities from the town leadership. To that end, the Committee is recommending that the Selectboard consider the following two projects supported by the Committee:

1. Remove existing remains of a sidewalk and install new sidewalk on the full length of Elm Street. This would address liabilities from a much-degraded existing sidewalk and would increase the aesthetics and safety of the travel way.
2. If anticipated program budget and costs for the above project allow for another project, the CDAC recommends consideration of an initial scope of work on a pocket park at (East) Main Street, brought forward in a previous program year. The work would include eliminating the knot weed that covers fully half of the proposed area, which takes a year or more, followed by planting new grass in the affected section. *In a future year, this area could include a small pedestrian bridge across Steven's Brook that would enable folks to access the Stevens Brook Trail. Included in that future proposal would be a cleaning up of Stevens Brook trail from 302 to the proposed park, and beyond. The initial work would thus jumpstart the revamping of an important connecting trail.*

While other options have surfaced, given the potential for upgrading Elm Street and its importance for pedestrians and as an extension of a successful streetscape project, the Committee determined to limit recommendations beyond the Elm Street project to what seem financially achievable and still of great importance as an access point to its currently neglected trail systems.

Respectfully submitted,

Linda

Town of Bridgton

Community Development Block Grant 2022-2023 Program Year Timeline

November 19, 2021 – Release of 2021 CDBG Application by County; Post/Publish Notice/Schedule

December 8, 2021 – Post Reminder of Application Workshop

December 14, 2021 – Meeting on Infrastructure Project Ideas with Selectboard

December 15, 2021 – Applicant Workshop

December 20, 2021 through January 11, 2022 – Schedule Applicant Help Sessions

January 11, 2022 – Final Applications Due/Application Packets to CDAC

January 12, 2022 – CDAC Review Procedure; Send applications to County for eligibility Review

January 19, 2022 – CDAC Initial Review of Applications

January 26, 2022 – CDAC Open Mic

February 9, 2022 – CDAC Final Review

February 23, 2022 – CDAC Recommendations to Applicants and Selectboard; Notice Public Hearing (Selectboard)

March 8, 2022 – Selectboard Public Hearing: Application Review

March 22, 2022 – BOS provides final approval

March 23, 2022 – CDAC Approved Project Review; Submit 2022-2023 Projects to County

Laurie Chadbourne

From: Georgiann M Fleck
Sent: Wednesday, December 8, 2021 9:14 AM
To: Laurie Chadbourne
Subject: FW: Bridgton - Remote Participation Qualifications

Additional information regarding remote policy

-----Original Message-----

From: Legal Services Department <legal@memun.org>
Sent: Monday, December 6, 2021 4:19 PM
To: Georgiann M Fleck <gmfleck@bridgtonmaine.org>
Subject: RE: Bridgton - Remote Participation Qualifications

Dear Georgiann,

There has been considerable discussion about what exactly might qualify as a health issue or a temporary absence sufficient to justify remote participation by a board member under the new remote board participation law (1 M.R.S. Section 403-B). The statute itself does not elaborate much, though for the record I note that it uses the words "such as" when referring to possible reasons for remote participation. I also note that your draft policy (wisely, in my opinion) grants to the chair or presiding officer, in consultation with other members if appropriate and possible, the final authority to make these determinations and admonishes that the policy shall be strictly interpreted.

That said, here's what one of my colleagues wrote to another town recently with respect to the health issue, specifically the COVID issue:

If a board member is required to quarantine due to a COVID exposure, I would view that as a situation where it is not practicable for the board member to be present. If someone has a weakened immune system due to a medical condition, that might be considered an "illness" that could justify an absence too. The sample policy says members are to "be physically present for meetings except when not practicable, such as . . ." I think that "such as" leaves a little wiggle room for interpretation. I would also note that the underlying law mentions "other physical condition" as well as "illness." I also think the consensus among our staff is that if COVID community transmission is high in your area, that this situation would support finding that there is an "emergency or urgent issue that requires the body to meet via remote methods." In that case, the entire board could meet remotely and also ask the public to attend only via remote means.

Georgiann, with respect to temporary absences, I think traveling out of state or country on necessary business, either personal or professional, could well qualify, but an elective trip for personal pleasure (i.e., a vacation) would be less convincing. Also, an absence counted in days rather than weeks or months would, in my opinion, be more excusable.

Unfortunately, I cannot provide you with a definitive "list" of circumstances that would arguably qualify because I'm confident the variations would be virtually endless. If and as these various circumstances arise over time, my recommendation would be for the chair to interpret the policy strictly (as the policy itself requires) but reasonably in light of the stated purposes of the policy (see Section I), in consultation with other board members if at all possible so as to build a general consensus. If a consensus about what qualifies cannot be reached, or where the specific circumstances are unique or not previously encountered, I would recommend consultation with the town attorney.

I hope this advice is helpful, Georgiann.

Best regards,

Richard P. Flewelling, Senior Staff Attorney Legal Services Department Maine Municipal Association
60 Community Drive, Augusta, ME 04330
1-800-452-8786 (in-state)
207-623-8428
FAX 207-624-0187
legal@memun.org

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-----Original Message-----

From: Georgiann M Fleck [mailto:gmfleck@bridgtonmaine.org]
Sent: Monday, December 6, 2021 3:12 PM
To: Legal Services Department <legal@memun.org>
Subject: Bridgton - Remote Participation Qualifications

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Afternoon,

Attached please find correspondence regarding remote participation by a Board/Committee and what qualifies as remote. I have also included a copy of a draft policy the Boards are using as a template.

I have addressed this letter to Richard Flewelling because he has been instrumental in addressing all of our questions/concerns regarding remote meetings and participation.

Any questions, please call.

Thanks

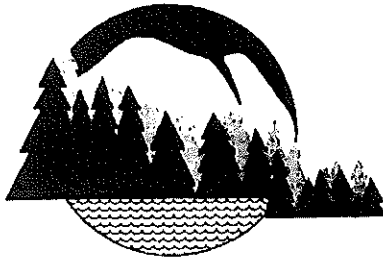
Georgiann

-----Original Message-----

From: townofficescans@gmail.com <townofficescans@gmail.com>
Sent: Monday, December 6, 2021 2:29 PM
To: Georgiann M Fleck <gmfleck@bridgtonmaine.org>
Subject: Message from "RNP58387952ADAD"

This E-mail was sent from "RNP58387952ADAD" (IM C6000).

Scan Date: 12.06.2021 14:28:43 (-0500)
Queries to: townofficescans@gmail.com



TOWN OF BRIDGTON

THREE CHASE STREET, SUITE #1
BRIDGTON, MAINE 04009

Phone- 207-647-8786
Fax- 207-647-8789

August 12, 2021

Richard Flewelling
Maine Municipal Association
Legal Department
60 Community Drive
Augusta, Maine 04330
Fax: 624-0187

Ref: Remote Meetings; Follow-up

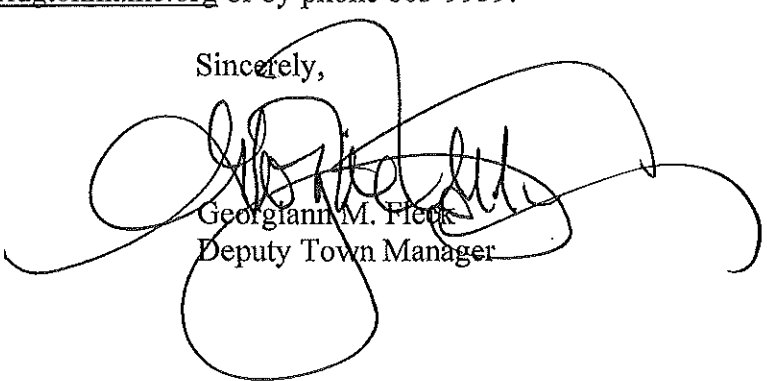
Dear Attorney Flewelling:

For clarification to the question I asked on August 5, 2021 regarding remote meetings, please clarify your response to the following:

1. Can the Board of Selectmen continue to offer remote meeting participation to the public without a policy?
2. If a member of the Board of Selectmen is going to be absent and wants to be able to participate in a meeting we need to adopt a policy?

Thank you for your assistance in this matter. If you have any questions, please don't hesitate to contact me by email [gmflex@bridgtonmaine.org](mailto:gmfleck@bridgtonmaine.org) or by phone 803-9959.

Sincerely,



Georgiann M. Fleck
Deputy Town Manager

Attachments

Georgiann M Fleck

From: Legal Services Department <legal@memun.org>
Sent: Monday, August 16, 2021 9:38 AM
To: Georgiann M Fleck
Subject: Bridgton - Attention: Georgiann Fleck

Dear Georgiann,

This replies to your August 12, 2021 fax. I thought I answered your first question in my August 5, 2021 email, but let me try again. The board does not need to adopt a remote board meeting policy in order to continue offering a remote attendance option to the public, provided the public also has the option of attending board meetings in person if the board is meeting in person.

To your second question, the board does need to adopt a policy if the board itself wishes to meet remotely (in case of emergency, for example) or if the board wishes to allow a board member to attend remotely (due to illness or a temporary absence that makes travel difficult). The policy must provide the public with a meaningful opportunity to attend remotely when board members attend remotely but must also allow the public to attend board meetings in person except in case of emergency when the entire board must meet remotely. MMA's sample policy complies with these requirements and is linked below for your information (MMA username & password required):

https://memun.org/DesktopModules/Bring2mind/DMX/Download.aspx?Command=Core_Download&EntryId=14940&language=en-US&PortalId=0&TabId=204

I hope this clarifies these matters, Georgiann.

Best regards,

Richard P. Flewelling, Senior Staff Attorney
Legal Services Department

Maine Municipal Association
60 Community Drive, Augusta, ME 04330
1-800-452-8786 (in-state)
207-623-8428
FAX 207-624-0187
legal@memun.org

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Remote Board Meetings Now OK'd Permanently

The Legislature has made remote participation in public board meetings permissible on a permanent basis, but only under limited circumstances. PL 2021, c. 290, was enacted as an emergency measure and took effect on June 21, 2021, with the Governor's signature. It adds a new provision (§ 403-B) to Maine's Freedom of Access Act or FOAA (1 M.R.S. §§ 400-414).

Meanwhile, FOAA's temporary provision (§ 403-A) authorizing remote participation in public board meetings during the COVID-19 pandemic remains in effect until July 30, 2021.

Under the new law board members are expected to be physically present for meetings, but may attend board meetings via remote methods of participation in the case of an emergency or urgent issue that requires the board itself to meet remotely, or an illness or temporary absence that causes a board member significant difficulties in traveling to a meeting.

The public must have a meaningful opportunity to attend via remote methods when board members participate via remote methods. If public input is allowed or required at a meeting, an effective means of communication between the board and the public must also be provided. A board must provide a location where members of the public may attend in person. A board may not limit public attendance to remote methods only except in case of an emergency that requires the board itself to meet remotely.

Remote methods include telephonic or video technology allowing simultaneous reception of information and also permits other means necessary to accommodate disabled persons. But remote participation cannot be by text-only means such as e-mail, text messages, or chat functions

To enable remote participation, a board must first, after public notice and hearing, adopt a written policy governing remote participation by board members and the public that contains the limitations noted above.

Notice of all board meetings is required as usual (see § 406). When the public may attend via remote methods, notice must include the means by which the public may access the meeting remotely, and a location for the public to attend in person (except in case of an emergency).

A board must make all documents and materials to be considered by the board available, electronically or otherwise, to the public who attend remotely to the same extent customarily available to the public who attend in person, provided no additional costs are incurred by the board.

All votes during a board meeting using remote methods must be by roll call vote that can be seen and heard if using video technology, or heard if using audio technology only, by other board members and the public. A board member who participates remotely is considered present for purposes of a quorum and voting.

Remote participation is not permitted for town meetings or regional school unit budget meetings.

As we noted above, FOAA's temporary provision authorizing remote board meetings, which does not require adoption of a local policy, remains in effect until July 30, 2021 (see § 403-A). After that date, boards are not authorized to permit remote participation without first adopting a written policy in compliance with the new law (see § 403-B). For a sample remote participation policy, see this link: _____ (By R.P.F.)

TOWN OF BRIDGTON
Board of Selectmen

DRAFT

REMOTE PARTICIPATION POLICY

Section I. Purpose

Maine law, 1 M.R.S. § 403-B, allows members of public bodies, in limited circumstances, to participate remotely in public meetings. While all members of the Town's public body should endeavor to attend meetings in person, the law seeks to promote greater participation in government meetings by allowing members to participate remotely when physical attendance is not practicable.

Section II. Acceptable Methods of Remote Participation

1. Remote methods of participation may include telephone, internet, or satellite-enabled audio or video technology allowing simultaneous reception of information and may include other means necessary to accommodate disabled persons.
2. Remote participation shall not be by text-only means such as e-mail, text messages, or chat functions.
3. Any other technology that enables the remote participant and all other persons present at the meeting location to be clearly audible and, if possible, clearly visible to all persons present at the meeting location.
4. The body shall determine which of the acceptable methods may be used by its members.
5. If technical difficulties arise as a result of utilizing remote participation, then the Chair or presiding member should suspend discussion while reasonable efforts are made to correct any problem that interferes with the remote participant's ability to hear or be heard clearly by all persons at the meeting location. If technical difficulties result in a remote participant being disconnected from the meeting, that fact and the time at which the disconnection occurred and subsequent reconnection, if achieved, shall be noted in the meeting minutes. A remote participant who is unable to reconnect shall be noted as absent.

Section III. Permissible Reasons for Remote Participation

Members of the body are expected to be physically present for public meetings except when being physically present is not practicable. The chair or presiding member of the body, in consultation with other members, if appropriate and possible, will make a determination that remote methods of participation are necessary. Circumstances in which physical presence for one or more members is not practicable may include, but is not necessarily limited to, the following:

1. Illness, other physical condition, or temporary absence of a member that causes a member of the body to face significant difficulty travelling to the meeting location; and
2. Such as in the case of the existence of an emergency or urgent issue that requires the body to meet via remote methods.

It is the express desire of the body that remote participation in meetings be an infrequent event, for both individual board members and the Town's public bodies as a whole. The Chair or presiding officer shall interpret this Policy strictly and their decision to allow or not to allow remote participation shall be final and shall not be appealable.

Section IV. Procedures for Remote Participation

Any member of the body who wishes to participate remotely shall, A member who is unable to attend a meeting in person will notify the chair or presiding officer of the body as far in advance as possible. in as timely a manner as possible under the circumstances at least 24 hours or as soon as reasonably possible prior to the meeting, notify the Chair or presiding officer and staff assigned to support the body of his or her desire to do so and the reasons and facts supporting the request.

1. Notice of all meetings will be provided in accordance with 1 M.R.S §406. When the public may attend via remote methods, authorized under law or this policy to attend by remote methods, said notice must include the means by which the public may access the meeting using remote methods and will provide a method for disabled persons to request necessary accommodation to access the meeting. Notice will also identify a location where the public the public to attend in person. The body will not restrict public attendance to remote methods except in the case of an emergency or urgent issue that requires the body to meet using remote methods of attendance.
2. Prior to the meeting the chair or presiding member shall make every effort to ensure the equipment is available and functioning properly. If the required equipment is not available, then the Chair or presiding member shall deny the request for remote participation.
3. At the start of the meeting the Chair or presiding member shall announce the name of any member who will be participating remotely. This information shall be recorded in the meeting minutes.
4. All votes taken during a meeting using remote methods will be by roll call vote that can be seen and heard if using video technology, or heard if using audio technology only, by other members of the body and the public.
5. A member of the body who participates remotely for an executive session shall affirm at the start of such session that no other person is present and/or able to hear the discussion at the remote location and that the session is not being remotely recorded by any device.
6. A member of the body who participate remotely will be considered present for the purposes of a quorum and voting.

Section V. Minimum Requirements for Remote Participation

1. Except when an emergency or urgent issue requires the public body to meet by remote means, at a minimum, the person authorized to chair the meeting shall be physically present at the meeting.
2. Members of the public must be afforded a meaningful opportunity to attend via remote methods when any member of the body participates via remote methods and reasonable accommodations must be provided when necessary to provide access to individual with disabilities.
3. If the body allows or is required to provide an opportunity for public input during the meetings, then an effective means of communication between the members of the body and the public will also be provided.

4. The body will make all documents and other materials to be considered by the body available, electronically, or otherwise, to the public who attend by remote methods to the same extent customarily available to the public who attend the meetings of the body in person, as long as no additional costs are incurred by the body.
5. Members of the body who participate remotely and all person(s) present at the meeting location shall be clearly seen and heard if using video technology, and clearly heard if using only audio technology, by the other members of the body and the public.
6. The public will also be provided an opportunity to attend the meeting in person unless there is an emergency or urgent issue that requires the entire body to meet using remote methods.

This policy is adopted by the Bridgton Board of Selectmen on the following day and will remain in force indefinitely unless amended or rescinded by the Board of Selectmen.

Dated: _____

Signed: _____

**TOWN OF BRIDGTON
FEE SCHEDULE**

GENERAL GOVERNMENT

| | |
|----------------------------|------------------|
| Returned Checks | \$ 35.00 |
| Misc. Copies | \$ 0.50 per page |
| Misc. Copies 11 X 17 | \$ 1.00 per page |

CEMETERY

| | |
|---|--------------------|
| Cemetery Lot Cost (Minimum 2 grave lot purchase) Resident/ Taxpayer..... | \$ 400.00 per site |
| Cemetery Lot Cost (Minimum 2 grave lot purchase) Non-Resident..... | \$ 500.00 per site |
| Cremation Lot Cost in Urn Garden – Resident/Taxpayer..... | \$ 200.00 per lot |
| Cremation Lot Cost in Urn Garden – Non-Resident..... | \$ 250.00 per lot |
| Interment (Burial) or Disinterment (work week) Full Grave | \$ 500.00 |
| Interment (Burial) or Disinterment (outside normal work week) Full Grave..... | \$ 700.00 |
| Interment (Burial) or Disinterment (work week) Cremation..... | \$ 200.00 |
| Interment (Burial) or Disinterment (outside normal work week) Cremation..... | \$ 350.00 |
| Administration Fee (may be applicable)..... | \$ 50.00 |

ASSESSING RECORDS

| | |
|---|--|
| Individual property record cards..... | \$ 1.00 |
| Transfer tax declaration..... | \$ 0.50 per page |
| Complete set of Tax Maps (Small and Large) Contact John E. O'Donnell & Associates | |
| Individual Tax Map Sheets (11"X17") | \$ 1.00 |
| Computer Lists..... | \$ 50.00 per list |
| Printed Commitment, owner by map or alpha..... | computer hour + \$ 0.50 per page |
| Property Pictures..... | Black & White \$1.00 / Color. \$ 2.00 per page |
| Property Deeds..... | \$ 1.50 per page |

Data not available at the time of request will be provided as soon as it is ready. Payment in advance for fee specific items is required; on items where the fee is based on unknown number of hours or pages, an estimate will be made and a deposit of 50% is required.

LICENSES / PERMITS

| | |
|---|-----------|
| Victualer - Fast Food..... | \$ 25.00 |
| Victualer - Restaurant (under 50 seating)..... | \$ 25.00 |
| Victualer - Restaurant (over 50 seating)..... | \$ 40.00 |
| Outdoor Entertainment (Fee Set by Ordinance)..... | \$ 100.00 |
| Liquor License – Renewal..... | \$ 25.00 |
| Liquor License - Initial Application..... | \$ 46.00 |
| Special Amusement Permit | \$ 25.00 |
| Special Amusement Permit Advertising..... | \$ 30.00 |

MARIJUANA LICENSING FEE SCHEDULE

| | |
|--|-------------|
| Dispensary..... | \$ 2,000.00 |
| - Medical Marijuana Registered Dispensary | |
| Retail Store..... | \$ 1,500.00 |
| - Medical Use Marijuana Caregiver Retail Store | |
| - Adult Use Marijuana Store | |
| Medical Marijuana Caregiver Facility..... | \$ 1,500.00 |
| - Medical Marijuana Large-Scale Caregiver Operation | |
| - Medical Marijuana Multiple Registered Caregiver Facility | |
| Adult Use Cultivation Facility | |
| - Tier 1 (canopy up to 500 sf) | \$ 500.00 |
| - Tier 2 (canopy up to 2,000 sf) | \$ 1,000.00 |
| - Tier 3 (canopy up to 7,000 sf) | \$ 1,500.00 |
| - Tier 4 (canopy over 7,000 sf) | \$ 3,500.00 |
| Manufacturing Facility..... | \$ 1,000.00 |
| - Medical Marijuana Manufacturing Facility | |
| - Medical Marijuana inherently Hazardous Substances Extraction Operation | |
| - Adult Use Marijuana Products Manufacturing Facility | |
| Testing Facility..... | \$ 1,000.00 |
| - Medical Marijuana Testing Facility | |
| - Adult Use Marijuana Testing Facility | |
| Police Department Administrative Fee..... | \$ 31.00 |

SEWER DEPARTMENT

| | |
|--|----------------------|
| Equivalent User Fee (Per Equivalent User)..... | \$ 98.80 per quarter |
| Initial Hook-up Charges (Residential) | \$ 600.00 |
| Initial Hook-up Charges (Commerical) | \$ TBD |

POLICE DEPARTMENT

| | |
|---|--------------------|
| Law Report | \$ 5.00 per report |
| Concealed Weapon Permit (New) | \$ 35.00 |
| Concealed Weapon Permit (Renewal) | \$ 20.00 |
| Concealed Weapon Permit (Change of Address) or replacement card | \$ 2.00 |
| Crash Reports | \$ 25.00 |
| Dog Impound | \$ 30.00 |
| Parking Tickets -1 st offense | \$ 10.00 |
| Parking Tickets -2 nd and subsequent offenses..... | \$ 20.00 |
| Parking Tickets – Interfering with plowing..... | \$ 25.00 |
| Fingerprints (one/two cards) Resident..... | \$ 5.00 |
| Fingerprints (one/two cards) Non-Resident..... | \$ 15.00 |
| Sex Offenders Registry (Risk Assessment 30-60 minutes)..... | \$ 25.00 |

Additonal Requests for Information - costs/charges based on scope, time and materials involved.

FIRE DEPARTMENT

| | |
|------------------|--------------|
| Fire Permit..... | \$ No Charge |
|------------------|--------------|

CODE ENFORCEMENT

Ordinance/Regulations – Price per copy

| | |
|--|----------|
| Shoreland Zoning Ordinance..... | \$ 12.00 |
| Shoreland Zoning Map (Color)..... | \$ 1.00 |
| Floodplain Maps..... | \$ 3.00 |
| Curfew Ordinance; Bicycle Ordinance; Special Amusement Ordinance; Outdoor Festival Ordinance; Dog Control Ordinance; Skateboard Ordinance; Street Naming & Addressing Ordinance; Automobile Graveyards, Junkyards & Automobile Recycling Business, Ordinance Restricting Vehicle Weight..... | \$ 1.00 |
| Certain Trust Funds..... | \$ 2.00 |
| Alarm Ordinance, Site Plan Review Ordinance, Bear River Aquifer Ordinance; Willis Brook Aquifer Protection Ordinance; Building and Razing Ordinance; Tower Ordinance, Sewage Ordinance; Sign Ordinance; Floodplain Ordinance..... | \$ 5.00 |
| Comprehensive Plan..... | \$ 14.00 |
| Comprehensive Summary..... | \$ 9.00 |
| Subdivision Regulations..... | \$ 10.00 |

Application Fees

| | |
|--|--------------------------------|
| Minor Site Plan Review Application (Departmental Review)..... | \$ 100.00 |
| Major Site Plan Review Application (Site Plan of Development) Per Lot / Unit | \$ 350.00 |
| Subdivision Application and Revisions Per Lot / Unit..... | \$ 100.00 + \$ 150.00/(escrow) |
| Tower Application..... | \$ 350.00 |
| Willis Brook and Bear River Aquifer Application..... | \$ 350.00 |
| Appeals Board Application..... | \$ 250.00 + \$ 500.00/(escrow) |
| Application for Flood Hazard Development Permit..... | \$ 25.00 |

Building Permit Fees

| | |
|---|----------------------|
| Minimum Permit Fee..... | \$ 25.00 |
| New Construction or Additions (finished area)..... | \$ 0.30 per sq. ft. |
| New Construction or Additions (unfinished area)..... | \$ 0.25 per sq. ft. |
| Attached Garage..... | \$ 0.30 per sq. ft. |
| Detached Garage..... | \$ 0.25 per sq. ft. |
| Commercial/Industrial..... | \$ 0.35 per sq. ft. |
| Alteration or Renovations..... | \$ 6.00 per thousand |
| Commercial Solar Panels..... | \$ 0.35 per sq. ft. |
| Residential Solar Panels..... | \$ 50.00 |
| Docks..... | \$ 0.25 per sq. ft. |
| Swimming Pools (in-ground)..... | \$ 0.25 per sq. ft. |
| Swimming Pools (above ground)..... | \$ 0.25 per sq. ft. |
| Razing | \$ 25.00 |
| Occupancy Permit (New Homes)..... | \$ 25.00 |
| Communication Towers (greater than 70')..... | \$ 250.00 |
| Communication Towers (less than 70')..... | \$ 6.00 per thousand |
| Willis Brook and Bear River Aquifer Additional Building Permit Fee..... | \$ 25.00 |
| Shoreland Tree Removal | \$ 25.00 |

** Failure to obtain the required permit(s) will result in a fee double the original permit fee amount.*

Plumbing Permit Fees (per 22 MRSA 9 and MRSA 42 Section 110.0)

** A \$ 20.00 Administration Fee will automatically be added to any and all plumbing permit applications.*

*A \$ 15.00 surcharge is required and payable to the Department of Environmental Protection, Water Quality Improvement Fund, for all non-engineered subsurface wastewater disposal system permits. **

| | |
|--|---------------------------------|
| Engineered System | \$ 200.00 + \$ 20.00 |
| Non-Engineered System | \$ 250.00 + \$ 15.00 |
| Primitive System | \$ 100.00 + \$ 20.00 |
| Separate grey waste disposal field | \$ 35.00 + \$ 20.00 |
| Seasonal Conversion Permit | \$ 50.00 + \$ 20.00 |
| Variance | \$ 20.00 |
| System Components (installed separately) | |
| Alternative toilet (only) | \$ 50.00 + \$ 20.00 |
| Disposal Field (engineered system) | \$ 150.00 + \$ 20.00 |
| Disposal Field (non-engineered system) | \$ 150.00 + \$ 20.00 |
| Treatment Tank (engineered system) | \$ 80.00 + \$ 20.00 |
| Treatment Tank (non-engineered system) | \$ 150.00 + \$ 20.00 |
| Holding Tank | \$ 100.00 + \$ 20.00 |
| Variance | \$ 20.00 |
| Miscellaneous Other Components | \$ 30.00 |
| New Internal Plumbing Code Fees (does not apply to Manufactured Housing) | |
| Fixture Fee (minimum) | \$ 40.00 + \$ 20.00 |
| Fixture Fee..... | \$ 10.00/per fixture + \$ 20.00 |
| Hook-up to existing subsurface system..... | \$ 10.00 + \$ 20.00 |
| Piping relocation with no new fixtures | \$ 10.00 + \$ 20.00 |
| Permit transfer..... | \$ 10.00 + \$ 20.00 |

For Internal fixtures the charge is \$10.00 per fixture or \$40.00, whichever is greater

PUBLIC WORKS DEPARTMENT

| | |
|--|--------------------------|
| Street Signs | \$ 110.00 per sign |
| Driveway Entrance Application | \$ 50.00 |
| Moose Pond Causeway Stone/Granite..... | \$ 40.00 per linear foot |

RECREATION DEPARTMENT

Summer Programs

| | |
|--|----------------------|
| Swimming Lessons – Summer Only (Resident)..... | \$ 45.00 per session |
| Swimming Lessons – Summer Only (Non-Resident)..... | \$ 55.00 per session |
| Summer Camp (Resident) | \$ 100.00 per week |
| Summer Camp (Non-Resident)..... | \$ 125.00 per week |
| Summer Softball..... | \$ 45.00 per child |

Spring Programs

| | |
|------------------------|--------------------|
| Baseball/Softball..... | \$ 45.00 per child |
| Lacrosse..... | \$ 45.00 per child |

Winter Programs

| | |
|-----------------|--------------------|
| Basketball..... | \$ 45.00 per child |
|-----------------|--------------------|

RECREATION DEPARTMENT (Continued)

Fall Programs

Soccer\$ 45.00 per child

Year Round

Before and After School Care.....\$ 100.00 per month
Trips.....\$ (Price Varies)
Adult Trips.....\$ (Price Varies)

TOWN HALL

Resident/Non-Profit Rental.....\$ 100.00 per day +
Custodial Fee.....\$ 50.00
Non Resident/Profit Rental.....\$ 200.00 per day +
Custodial Fee.....\$ 50.00

TRANSFER STATION

Stickers (2 year)\$ 10.00
Commercial Haulers (2 year).....\$ 200.00
Demolition.....\$ 0.10 per pound
Bulky.....\$ 5.00 each item
Tires: (car, SUV, Light Truck, Motorcycle) off wheel.....\$ 3.00 each
Tires: (car, SUV, Light Truck, Motorcycle) on rim.....\$ 6.00 each
Tires: (Commercial Truck).....\$ 10.00 each
Tires (Commercial Truck) on wheel.....\$ 20.00 each
Large Equipment Tires: See Attendant
Items containing freon\$ 25.00 each
Universal Waste (Items that contain mercury)
CFL's.....\$ 0.75 each
2 Foot Tube.....\$ 0.20 each
4 Foot Tube.....\$ 0.35 each
8 Foot Tube.....\$ 0.70 each
U Shape Bulbs.....\$ 0.70 each
Thermostats.....\$ 1.00 each
Mercury Vapor.....\$ 1.00 each
Opening on a Closed Day (Contractors).....\$ 150.00
Compost for Sale.....\$ 10.00 per yard
Minimum payment\$ 5.00

If Item is not listed there may not a fee but ask an attendant. All fees are subject to change without notice.

CERTIFICATE OF APPOINTMENT

(Title 30-A, M.R.S. § 2601)

SELECTMEN'S OFFICE

MUNICIPALITY OF BRIDGTON, MAINE

December 14, 2021

TO: Robert A. Peabody, Jr.:

There being a vacancy in the position of Town Manager, Tax Collector, Treasurer and Road Commissioner, the Selectmen of the Municipality of Bridgton do, in accordance with the provisions of the laws of the State of Maine, hereby re-appoint you as Town Manager, Tax Collector, Treasurer and Road Commissioner within and for the Municipality of Bridgton, such appointment to be effective January 1, 2022 until December 31, 2022.

Given under our hands on this 14th day of the month of December 2021.

Carmen E. Lone, Chairman

Glenn R. Zaidman, Vice-Chairman

Selectmen of Bridgton, Maine

Robert J. McHatton, Sr.

Paul A. Tworog

G. Frederick Packard

STATE OF MAINE

COUNTY OF CUMBERLAND, s.s.

December ____, 2021

Personally appeared the above named Robert A. Peabody, Jr. who has been duly appointed by the Selectmen as Town Manager, Tax Collector, Treasurer and Road Commissioner, in said Municipality, took the oath necessary to qualify him to discharge said duties for the term specified above according to law. Before me,

Laurie L. Chadbourne
Municipal Clerk

This Certificate and the Certificate of Oath shall be returned to the Municipal Clerk for filing.

Town of Bridgton 2022 Annual Appointments

Peabody, Robert A., Jr. ~One (1) Year Term/Appointed by Board of Selectmen Office/Oath
Town Manager/Tax Collector/Treasurer/Road Commissioner

The following were appointed by the Town Manager:

- **Chadbourne, Laurie L.** ~One (1) Year Term/Appointed by Town Manager/Oath
Town Clerk/Deputy Tax Collector/Deputy Treasurer/Motor Vehicle Agent/Recreation Vehicle Agent/Game License Agent/Registrar of Voters/ General Assistance Administrator
- **Colello, Gary** ~One (1) Year Term/Appointed by Town Manager/Oath
Recreation Director
- **Day, Brenda** ~One (1) Year Term/Appointed by Town Manager/Oath
Code Enforcement Officer/Licensed Plumbing Inspector/Licensed Building Inspector/ E-911 Addressing Officer
- **Fleck, Georgiann** ~One (1) Year Term/Appointed by Town Manager/Oath
Deputy Town Manager/Deputy Personnel Director/Deputy Purchasing Agent
- **Garland, Glen** ~One (1) Year Term/Appointed by Town Manager/Oath
Fire Chief
- **Heymann, Holly** ~One (1) Year Term/Appointed by Town Manager/Oath
Finance Director
- **Jones, Phillip A.** ~Appointed by Town Manager/Oath
Police Chief
- **LaCroix, Linda** ~One (1) Year Term/Appointed by Town Manager/Oath
Community Development Director
- **Madsen, David** ~One (1) Year Term/Appointed by Town Manager/Oath
Public Services Director/Cemetery Sexton
- **O'Connor, Erin** ~One (1) Year Term/Appointed by Town Manager/Oath
Licensed Plumbing Inspector
- **Pinkham, Cathy** ~One (1) Year Term/Appointed by Town Manager/Oath
Local Health Officer
- **Perreault, Todd** ~One (1) Year Term/Appointed by Town Manager/Oath
Civil Emergency Preparedness Director
- **Wentworth, John** ~One (1) Year Term/Appointed by Town Manager/Oath
Alternate Code Enforcement Officer/Alternate Plumbing Inspector/Alternate Building Inspector

Police Department

- **Reese, Timothy J.** ~One (1) Year Term/Appointed by Town Manager/Oath
Police Sergeant
- **Muise, Joshua E.** ~One (1) Year Term/Appointed by Town Manager/Oath
Police Sergeant
- **Chaine, Michael** ~One (1) Year Term/Appointed by Town Manager/Oath
Police Officer
- **George, Brandon** ~One (1) Year Term/Appointed by Town Manager/Oath
Police Officer
- **Hammond, Craig J.** ~One (1) Year Term/Appointed by Town Manager/Oath
Police Officer
- **Johnson, Mitchell** ~One (1) Year Term/Appointed by Town Manager/Oath
Police Officer

**Town of Bridgton
2022 Annual Appointments**

- **McCloud, Ryan** ~One (1) Year Term/Appointed by Town Manager/Oath
Police Officer
- **Regis, Matthew** ~One (1) Year Term/Appointed by Town Manager/Oath
Police Officer

Part-Time Officers:

Animal Control Officers:

- **Knight, Jack** ~One (1) Year Term/Appointed by Town Manager/Oath

The 2022 annual appointments were confirmed by the Board of Selectmen on December 14, 2021.

Carmen E. Lone, Chairman

Glenn R. Zaldman, Vice-Chairman

Robert J. McHatton, Sr.

Paul A. Tworog

G. Frederick Packard

*Board of Selectmen
Town of Bridgton*

Town of Bridgton

STREET NAMING, ADDRESSING AND DRIVEWAY/ENTRANCE OPENING ORDINANCE



Enacted: June 12, 1996

Amended: November 2000, June 2007, June 9, 2009, June 11, 2019

TOWN OF BRIDGTON
STREET NAMING, ADDRESSING AND DRIVEWAY/ENTRANCE OPENING
ORDINANCE

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Section 1. PURPOSE

The purpose of this Ordinance is to ensure the easy and rapid location of properties by law enforcement, fire, rescue and emergency medical services personnel in the Town of Bridgton.

Section 2. AUTHORITY

This Ordinance is adopted pursuant to and consistent with the Municipal Home Rule Powers as provided for in Article VIII, Part 2, Section 1 of the Constitution of the State of Maine and Title 30-A MRSA Section 3001.

Section 3. ADMINISTRATION

This Ordinance shall be administered by the Board of Selectmen which is authorized to and shall assign or cause to be assigned road names and number to all properties, both on existing and proposed roads, in accordance with the criteria established in Sections 4 and 5 of this Ordinance. The Board of Selectmen shall oversee or cause to be overseen all driveways/entrances. The Board of Selectmen shall also be responsible for maintaining or causing to be maintained the following official records:

- a. A Bridgton Municipal Map for Official use showing road names and numbers.
- b. An alphabetical list of all property owners as identified by current assessment records, by last name, showing the assigned numbers.
- c. An alphabetical list of all roads with property owners listed in order of their assigned numbers.

Section 4. NAMING SYSTEM.

All roads in Bridgton that serve two or more properties/structures shall be named regardless of whether the ownership is public or private except for shared driveways per the definition in Section 11. Said structures being either residential or commercial in nature.

A road name assigned by the Town shall not constitute or imply acceptance of the road as a public way. The following criteria shall govern the naming system.

- a. Similar names - no two roads shall be given the same or similar-sounding (e.g. Beech and Peach, Pine Road and Pine Lane) names. The Board of Selectmen is authorized to eliminate or

cause to be eliminated any duplicate or similar sounding names existing at the time this Ordinance is enacted. The Board of Selectmen shall approve all street names after said street name has been reviewed by the E9-1-1 Addressing Officer to eliminate possible duplication and prevention of similar sounding names.

b. Each road shall have the same name throughout its entire length.

Section 5. NUMBERING SYSTEM

Numbers shall be assigned every 50 (fifty) feet along both sides of the road, with even numbers appearing on the left side of the road and odd numbers appearing on the right side of the road, determined by the number origin. (The frontage interval may vary in more densely or lightly populated areas and it should be so indicated where that particular interval applies). The following criteria shall govern the numbering system:

a. All number origins shall begin from the designated center of Bridgton or that end of the road closest to the designated center. When appropriate, the numbering origin may be the border with another community or a major connecting intersection. For dead end roads, numbering shall originate at the intersection of the adjacent road and terminate at the dead end.

b. The number assigned to each structure shall be that of the numbered interval falling closest to the front door. If the front door cannot be seen from the main road, the number shall be that of the interval falling closest to the driveway of said structure.

c. Every structure with more than one principal use or occupancy shall have a separate number for each use or occupancy (i.e. duplexes will have two separate number; apartments will have one road number with an apartment number such as 235 Maple Street, Apt 2).

d. Every new number will be determined through a Driveway/Entrance Opening Permit. When a builder or property owner comes to the Code Enforcement Office they will receive a Driveway/Entrance Opening Permit application. When said application is returned to the Code Enforcement Office it is forwarded to the Public Works Director, who in turn will go out and measure the location of the proposed driveway and address any concerns that may arise in the placement of the proposed driveway. When all parties are satisfied, the Driveway/Entrance Opening Permit application will be turned over to the E9-1-1 Addressing Officer so that a number can be issued. When the number is issued the E9-1-1 Addressing Officer will turn the application over to the Code Enforcement Office so that the

building permit can be issued, per Section 7, Paragraph (a) of this ordinance.

Section 6. COMPLIANCE

All owners of structures shall, on or after the effective date of this Ordinance, display and maintain in a conspicuous place on said structure, the assigned numbers in the following manner;

a. Number on the Structure or Residence. Where the residence or structure is within 50 (fifty) feet of the edge of the road right-of-way, the assigned number shall be displayed on the front of the residence or structure near the front door or entry.

b. Number at the Street Line. Where the residence or structure is over 50 (fifty) feet from the edge of road right-of-way, the assigned number shall be displayed on a post, fence, wall, mail box, or on some structure at the property line adjacent to the walk or access drive to the residence or structure.

c. Size and Color of Number. Numbers shall be displayed in a color and size approved for use by the Board of Selectmen and shall be located as to be visible from the road.

The numbers displayed shall be no less than four (4) inches in height. (November 14, 2000)

The numbers displayed shall be of contrasting color to the building. (November 28, 2000)

d. Every person whose duty it is to display the assigned number shall remove any different number which might be mistaken for, or confused with, the number assigned in conformance with this Ordinance.

Section 7. NEW DEVELOPMENTS AND SUBDIVISIONS

All new construction and subdivisions shall be named and numbered in accordance with the provisions of this Ordinance and as follows:

a. New Construction. Whenever any residence or other structure is constructed or developed, it shall be the duty of the new owner to procure an assigned number from the Code Enforcement Office, Assessing Office, or E9-1-1 Addressing Officer. This shall be done before the issuance of any building permits.

b. New Subdivisions. Any prospective subdivision shall show the approved road name, location and length on the plan to be submitted to the Bridgton Planning Board before final approval according to Subdivision Regulation per Article X, Section 3.

Section 8. FEES

All Driveway/Entrance Opening Permit applications shall be accompanied by an application fee and any fees for necessary street signs as provided in the Town of Bridgton Uniform Fee Ordinance. (06/11/19)

Section 9. EFFECTIVE DATE

This Ordinance shall become effective for the purposes of its implementation on the date of its enactment. It shall become fully effective only after all of its provisions have been fulfilled including notification to each property owner and the Post Office by mail as to each new address. It shall be the duty of each property owner to comply with the provisions of this Ordinance, including the posting of new property numbers within thirty (30) days following notification. On new structures, numbering must be installed before final inspection or when the structure is first used or occupied, whichever come first.

Section 10. ENFORCEMENT

The Town Manager or their designate shall act as the Select Board's agent with regard to the implementation and enforcement of this Ordinance.

Any person, firm or corporation being the owner of any structure and/or land who violates any provision of these regulations or any condition imposed by the Board of Selectmen or their designee pursuant to the provisions of these regulations commits a civil violation and shall be liable for a civil penalty of no less than \$100.00 and no more than \$2,500.00 for each violation. Each day such violation is permitted to exist after notification thereof shall constitute a separate violation. All penalties collected hereunder shall inure to the Town of Bridgton.

Section 11. DEFINITIONS.

Driveway - a driveway is a private way that provides access for vehicles from a street to a parking area.

Entrance - shall mean any access by the property owner to his/her property not limited to but including tree harvesting, construction, etc.

Property - refers to any property on which a more or less permanent structure has been erected or could be placed.

Road - refers to any highway, road, street, avenue, lane, private way or similar paved, gravel or dirt thoroughfare, and driveways.

Shared Driveway - a driveway providing access for not more than two (2) of the following in any combination or mix that does not constitute a subdivision: lots, dwelling units, cottages, camps, churches, clubs, fields, business establishment, etcetera.

Structures - shall be any permanent or temporary dwelling including but not limited to houses, mobile homes, garages, sheds or barns with or without living space. So long as the non dwelling units are directly associated with a primary residential or commercial unit.

Enacted: June 12, 1996

Amended: November 2000, June 2007, June 9, 2009, June 11, 2019



Town of Bridgton

3 Chase Street, Suite 1
Bridgton, ME 04009

Laurie L. Chadbourne, Town Clerk
Town Clerk's Office

MEMORANDUM

To: Bridgton Board of Selectmen
Robert A. Peabody, Jr., Town Manager
David Madsen, Public Services Director

From: Brenda Day, E-911 Addressing Officer

Date: November 29, 2021

Re: Independence Place

The property owner of Map 10 Lot 51A has proposed the following names for the private road:

First Choice: Independence Place

Second Choice: Puke Trail

Third Choice: Shart Lane

This office recommends approval of Independence Place and Cumberland County E911 Dispatch Center supports this recommendation.

Thank you for your consideration.

Attachments: Proposed Street Name Request Application
Location Maps

Brenda Day

To: Deborah Plummer
Subject: Road Name

The Town of Bridgton received a request for a new road name:

1st choice: Independence Place

2nd choice: Puke Trail

3rd choice: Shart Lane

It is recommended that we approve the first choice, Independence Place.

Would you support this name or do you anticipate conflict?

Please advise,

Brenda Day

Code Enforcement Officer

bday@bridgtonmaine.org

207-803-9963

Fax: 207-647-8789



TOWN OF BRIDGTON, MAINE STREET NAME REQUEST FORM

Application fee \$50.00 per sign

Date paid: 11/1/21 *pd.*

Applicant Information:

Name: Justin Gibbons Phone #: 207-671-1228

(current) Mailing Address: 3 Topeka Lane Bridgton, ME 04009

Email address: hilltoplanddevelopment@gmail.com

Signature: [Signature]

Date: 11/1/21

Proposed street is a: ☒ Private Way ☐ Subdivision Road/Name of Subdivision: _____

New street access off (name of street): Kansas Road and between numbers 445 and 469

Tax map and lot numbers(s) of access points: 10 51A

Length of new street (in feet): 1000' Number of lots accessed by new street: 1

Other owners that access their property from this private way:

Name: _____ Map/Block/Lot: _____

Name: n/a Map/Block/Lot: _____

Name: _____ Map/Block/Lot: _____

Applicant MUST submit a plan or sketch showing the road to be named, location of all driveway entrances and distances from crossroads with application.

Proposed Names of New Street (in order of preference):

1st Choice: Independence Place ☐ Accepted ☐ Rejected Reason: _____

2nd Choice: Puke Trail ☐ Accepted ☐ Rejected Reason: _____

3rd Choice: Shart Lane ☐ Accepted ☐ Rejected Reason: _____

Return this completed form with a plan/sketch showing the road to be named, and payment to:
E-911 Addressing Officer, 3 Chase Street, Suite 1, Bridgton, ME 04009

For office use only

Date application was received: 11/1/21 ☒ Sketch attached

Street name recommended by E-911 Addressing Officer: ☒ 1st choice ☐ 2nd choice ☐ 3rd choice

Cumberland County Dispatch Center Supports Recommendation ☒ Yes ☐ No

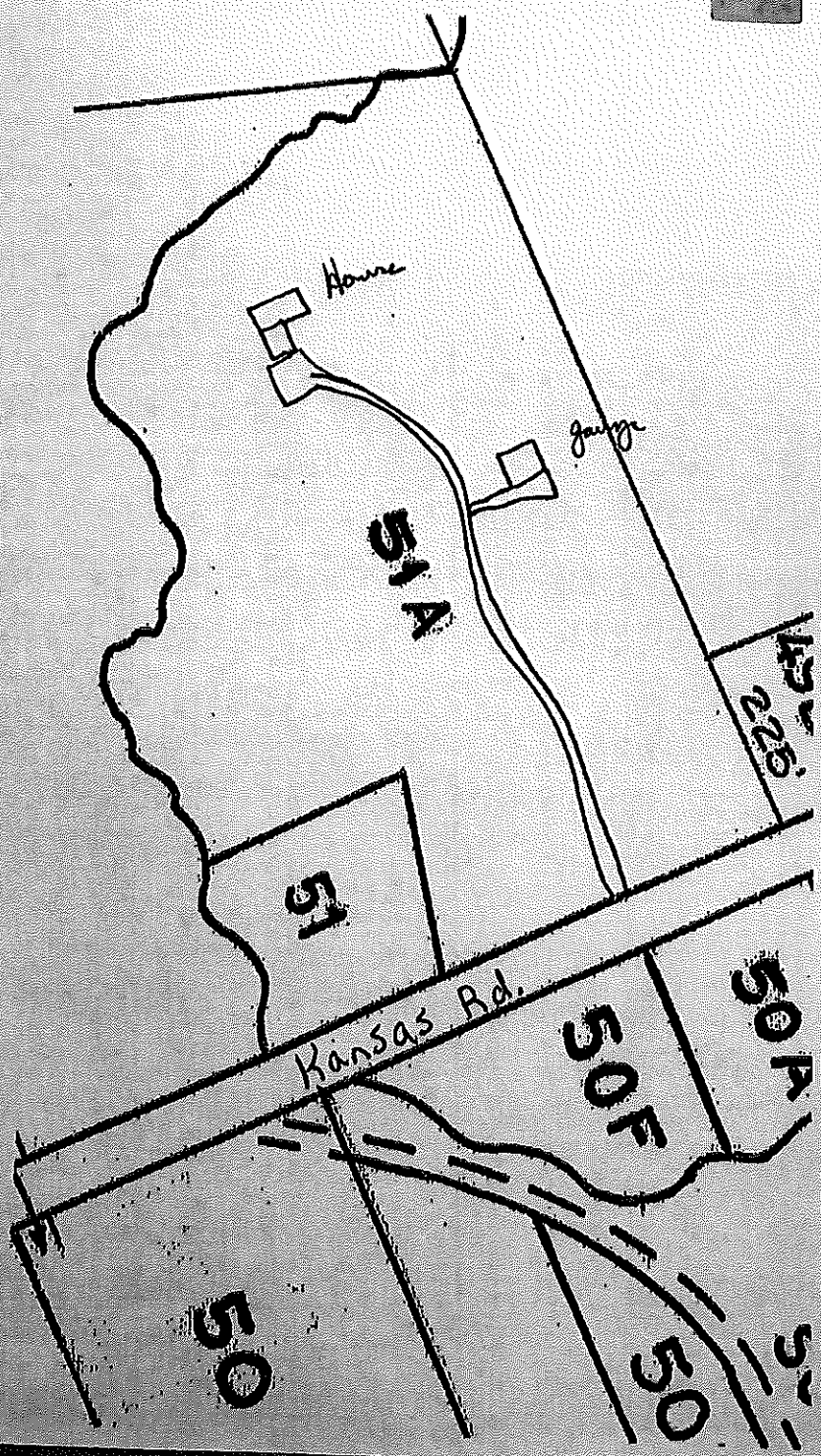
Approved by Board of Selectmen: / /

☐ Mapping updated

☐ Notifications sent

☐ Complete

Initials: _____



Brenda Day

To: Deborah Plummer
Subject: RE: Road Name

The Town of Bridgton received a request for a new road name:

1st choice: Sanctuary *Dr. COVE*

2nd choice: American Dream Dr.

3rd choice: Grateful Way

It is recommended that we approve the first choice, Sanctuary Dr.

Would you support this name or do you anticipate conflict?

Please advise,

Brenda Day

Code Enforcement Officer

bday@bridgtonmaine.org

207-803-9963

Fax: 207-647-8789

Brenda Day

From: Barbara Klimek <lakeside84@roadrunner.com>
Sent: Monday, November 22, 2021 9:16 AM
To: Brenda Day
Subject: morning

[You don't often get email from lakeside84@roadrunner.com. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

Hi Brenda,

I was talking w/several friends who raised the concern of naming our drive...American Dream Drive. They raised the issue of causing unwanted curiosity to what was at the end of it.

Thinking it over they are likely right. The house will be secluded, we are older and do not want to draw unwanted attention to it. Could you please take that selection off my list? If you need a 3rd choice lets go withAppreciation Lane....

Thanks so much & Happy Turkey Day....

barbara

Brenda Day

From: Deborah Plummer <DPlummer@cumberlandcounty.org>
Sent: Monday, November 29, 2021 1:37 PM
To: Brenda Day
Subject: Re: Road Name

That should be fine.

On Mon, Nov 29, 2021 at 1:32 PM Brenda Day <bday@bridgtonmaine.org> wrote:

Thank you.

The first one would like to change the name to Sanctuary Cove. Do you think that would be an issue?

Thank you.

Brenda Day

Code Enforcement Officer

bday@bridgtonmaine.org

207-803-9963

Fax: 207-647-8789

From: Deborah Plummer <DPlummer@cumberlandcounty.org>
Sent: Monday, November 29, 2021 9:37 AM
To: Brenda Day <bday@bridgtonmaine.org>
Subject: Fwd: Road Name

Here you go, I agree with the Supervisors comment at the bottom.

----- Forwarded message -----

From: Erin Wolfe <ewolfe@cumberlandcounty.org>

Date: Mon, Nov 15, 2021 at 1:08 PM

Subject: Re: Road Name

To: Deborah Plummer <DPlummer@cumberlandcounty.org>

No conflicts in Bridgton but here are the findings for the county:

The Town of Bridgton received a request for a new road name:

1st choice: Sanctuary Dr. CV (see above)

GeoValidation Address Selection - Flex

Entered: sanctuary

Search

| Map | Used | Score | Display Address | City | Alias | Location |
|--------------------------|------|-------|-----------------|------|-----------------|----------|
| <input type="checkbox"/> | ✓ | 60 | GL Sanctuary Dr | BUX | GL Sanctuary Dr | |
| <input type="checkbox"/> | ✓ | 60 | GL Sanctuary Ln | CAS | GL Sanctuary Ln | |
| <input type="checkbox"/> | ✓ | 60 | GL Sanctuary Rd | HAP | GL Sanctuary Rd | |
| <input type="checkbox"/> | | 60 | GL Sanctuary Ln | LIM | GL Sanctuary Ln | |
| <input type="checkbox"/> | | 60 | GL Sanctuary Ln | POR | GL Sanctuary Ln | |
| <input type="checkbox"/> | | 60 | GL Sanctuary Ln | SCA | GL Sanctuary Ln | |

Map All

Select

Don't Validate

2nd choice: American Dream Dr. - No conflicts

3rd choice: Grateful Way - No Conflicts

The Town of Bridgton received a request for a new road name:

1st choice: Independence Place

Entered:

| Map Used | Score | Display Address | City | Alias | Location |
|-------------------------------------|-------|---------------------|------|---------------------|----------|
| <input type="checkbox"/> | 60 | GL Independence Dr | BRJ | GL Independence Dr | |
| <input type="checkbox"/> | 60 | GL Independence Way | FAL | GL Independence Way | |
| <input type="checkbox"/> | 60 | GL Independence Dr | FRE | GL Independence Dr | |
| <input checked="" type="checkbox"/> | 60 | GL Independence Way | FRY | GL Independence Way | |
| <input checked="" type="checkbox"/> | 60 | GL Independence Ln | HAP | GL Independence Ln | |
| <input checked="" type="checkbox"/> | 60 | GL Independence Ln | HAR | GL Independence Ln | |
| <input checked="" type="checkbox"/> | 60 | GL Independence Way | SCA | GL Independence Way | |
| <input checked="" type="checkbox"/> | 60 | GL Independence Dr | WES | GL Independence Dr | |
| <input checked="" type="checkbox"/> | 60 | GL Independence Dr | WIN | GL Independence Dr | |

2nd choice: Puke Trail - No conflicts

3rd choice: Shart Lane - No conflicts

I would recommend against "Puke Trail" and "Shart Lane" simply due to the distastefulness of those (specifically dispatchers having to say "shart" over the air).

Erin Wolfe

Shift Supervisor

Regional Communications

Cumberland County

(207) 893-2810

On Mon, Nov 15, 2021 at 9:39 AM Deborah Plummer <DPlummer@cumberlandcounty.org> wrote:

Does this conflict with any other roads in Bridgton?

----- Forwarded message -----

From: **Brenda Day** <bdav@bridgtonmaine.org>

Date: Mon, Nov 15, 2021 at 8:46 AM

Subject: RE: Road Name

To: Deborah Plummer <DPlummer@cumberlandcounty.org>

The Town of Bridgton received a request for a new road name:

1st choice: Sanctuary Dr.

2nd choice: American Dream Dr.

3rd choice: Grateful Way

It is recommended that we approve the first choice, Sanctuary Dr.

Would you support this name or do you anticipate conflict?

Please advise,

Brenda Day

Code Enforcement Officer

bdav@bridgtonmaine.org

207-803-9963

Fax: 207-647-8789

--

Deb Plummer, Deputy Director

Cumberland County Regional Communications Center



Town of Bridgton

3 Chase Street, Suite 1
Bridgton, ME 04009

Brenda Day
Code Enforcement Officer

MEMORANDUM

To: Bridgton Board of Selectmen
Robert A. Peabody, Jr., Town Manager
David Madsen, Public Services Director

From: Brenda Day, E-911 Addressing Officer

Date: November 29, 2021 revised December 8, 2021

Re: Sanctuary Cove

The property owner of Map 5 Lot 32B-3 has proposed the following names for the private road:

First Choice: Sanctuary Cove

Second Choice: Grateful Way

Third Choice: American Dream- applicant requested this be removed. See backup

This office recommends approval of Sanctuary Cove and Cumberland County E911 Dispatch Center supports this recommendation.

Thank you for your consideration.

Attachments: Proposed Street Name Request Application
Location Maps



TOWN OF BRIDGTON, MAINE STREET NAME REQUEST FORM

Application fee \$50.00 per sign

Date paid: 11 / 15 / 21

Applicant Information:

Name: KRIS & BARBARA KLIMEK Phone #: 207 693-3816

(current) Mailing Address: P.O. Box 910

Email address: lakeside84@roadrunner.com

Signature: [Signature]

Date: 11 / 8 / 2021

Proposed street is a: ☒ Private Way ☐ Subdivision Road/Name of Subdivision: _____

New street access off (name of street): WASHINGTON VIEW LANE and between numbers _____ and _____

Tax map and lot numbers(s) of access points: 0005 - 0032 B - 0003

Length of new street (in feet): 800 FT Number of lots accessed by new street: 2

Other owners that access their property from this private way:

Name: _____ Map/Block/Lot: _____

Name: _____ Map/Block/Lot: _____

Name: _____ Map/Block/Lot: _____

**Applicant MUST submit a plan or sketch showing the road to be named,
location of all driveway entries and distances from crossroads with application.**

Proposed Names of New Street (in order of preference):

1st Choice: SANCTUARY DRIVE COVE ☒ Accepted ☐ Rejected Reason: _____

2nd Choice: AMERICAN DREAM DRIVE ☐ Accepted ☐ Rejected Reason: _____

3rd Choice: GRATEFUL WAY ☐ Accepted ☐ Rejected Reason: _____

Return this completed form with a plan/sketch showing the road to be named, and payment to:
E-911 Addressing Officer, 3 Chase Street, Suite 1, Bridgton, ME 04009

For office use only

Date application was received: 11 / 15 / 21 ☒ Sketch attached

Street name recommended by E-911 Addressing Officer: ☒ 1st choice ☐ 2nd choice ☐ 3rd choice

Cumberland County Dispatch Center Supports Recommendation ☒ Yes ☐ No

Approved by Board of Selectmen: ____/____/____

☐ Mapping updated
☐ Notifications sent
☐ Complete
Initials: _____

Brenda Day

From: Barbara Klimek <lakeside84@roadrunner.com>
Sent: Monday, November 22, 2021 9:16 AM
To: Brenda Day
Subject: morning

[You don't often get email from lakeside84@roadrunner.com. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

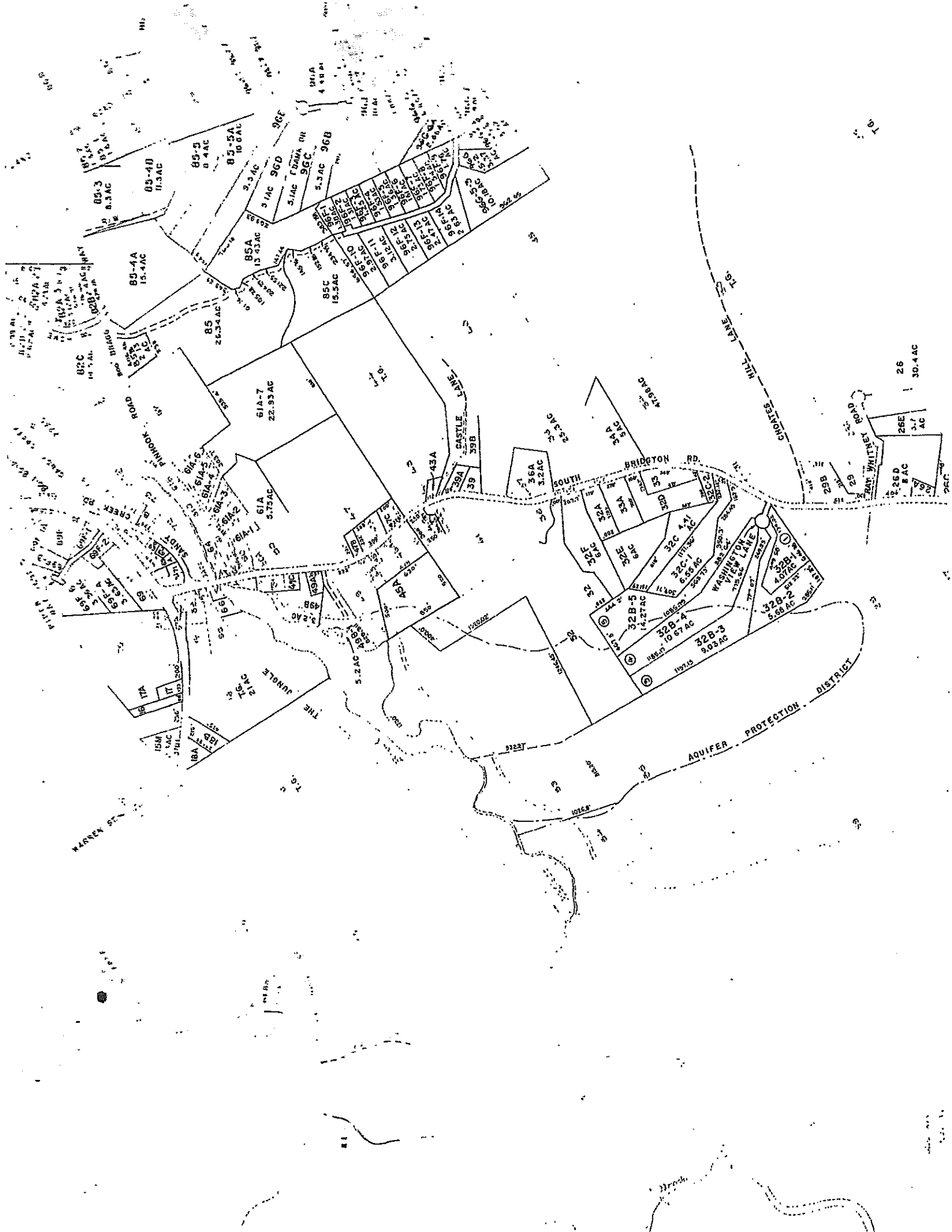
Hi Brenda,

I was talking w/several friends who raised the concern of naming our drive...American Dream Drive. They raised the issue of causing unwanted curiosity to what was at the end of it.

Thinking it over they are likely right. The house will be secluded, we are older and do not want to draw unwanted attention to it. Could you please take that selection off my list? If you need a 3rd choice lets go withAppreciation Lane....

Thanks so much & Happy Turkey Day....

barbara



28

32

16

Washington View Ln

S Bridgton Rd - Route 107

Choates Hill

Brenda Day

From: Deborah Plummer <DPlummer@cumberlandcounty.org>
Sent: Monday, November 29, 2021 1:37 PM
To: Brenda Day
Subject: Re: Road Name

That should be fine.

On Mon, Nov 29, 2021 at 1:32 PM Brenda Day <bday@bridgtonmaine.org> wrote:

Thank you.

The first one would like to change the name to Sanctuary Cove. Do you think that would be an issue?

Thank you.

Brenda Day

Code Enforcement Officer

bday@bridgtonmaine.org

207-803-9963

Fax: 207-647-8789

From: Deborah Plummer <DPlummer@cumberlandcounty.org>
Sent: Monday, November 29, 2021 9:37 AM
To: Brenda Day <bday@bridgtonmaine.org>
Subject: Fwd: Road Name

Here you go, I agree with the Supervisors comment at the bottom.

----- Forwarded message -----

From: **Erin Wolfe** <ewolfe@cumberlandcounty.org>

Date: Mon, Nov 15, 2021 at 1:08 PM

Subject: Re: Road Name

To: Deborah Plummer <DPlummer@cumberlandcounty.org>

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2nd choice: American Dream Dr. - No conflicts

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Entered: independence

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| Map Used | Score | Display Address | City | Alias | Location |
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Deb Plummer, Deputy Director

Cumberland County Regional Communications Center