

## SELECT BOARD MEETING AGENDA

**DATE:** Tuesday, November 8, 2022

**TIME:** 5:00 P.M.

**PLACE:** Select Board Meeting Room, 10 Iredale Street, Bridgton

Please join the meeting from your computer, tablet, or smartphone.

<https://www.gotomeet.me/BridgtonMaine/bos>

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

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**Access Code:** 189-387-141

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1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
  - a. October 25, 2022
4. Public Comments on Non-Agenda Items (*Each speaker **may** be limited to 3 minutes.*)
5. Committee/Liaison Reports
6. Correspondence, Presentations and Other Pertinent Information
7. New Business
  - a. Awards and Other Administrative Recommendations
    1. Supplemental Tax Certificate
    2. Road Name: Chippa Way (Map 5, Lot 32C-2)
    3. Discussion of Lease with Bureau of Motor Vehicle
    4. Discussion of Sidewalks on Elm St., Highland Rd., Church St., and Kennard St.
  - b. Permits/Documents Requiring Board Approval
    1. Adult Use Marijuana Permit to Puffin Company 3 LLC (510 Portland Rd.)/Renewal
  - c. Selectmen's Concerns
  - d. Town Manager's Report/Deputy Town Manager's Report
8. Old Business (*Board of Selectmen Discussion Only*)
  - a. Wastewater Status Update
9. Treasurer's Warrants
10. Public Comments on Non-Agenda Items (*Each speaker **may** be limited to 3 minutes.*)
11. Dates for the Next Board of Selectmen's Meetings
  - November 22, 2022
  - December 13, 2002
  - December 27, 2022

12. Adjourn

**Future Agenda Items:**

1. Workshop for Review of Committees
2. Discussion of Use of Trademark by Commercial Entities

**Town Manager's Notes  
Board of Selectmen's Meeting  
November 8, 2022**

**3. Approval of Minutes:**

- a. October 25, 2022

***Suggested Motion:** Move to approve the October 25, 2022, Selectboard Minutes.*

**5. Committee/Liaison Reports**

**6. Correspondence, Presentations and Other Pertinent Information**

**7. New Business**

- a. Awards and Other Administrative Recommendations

1. For your approval, please see a real estate tax supplementals being recommended by the Assessor's Agent. The provided information notes the requested supplemental value/tax.

***Suggested Motion:** Move to approve the recommended November 8, 2022, tax supplementals totaling \$10,060.03.*

2. John Barringer is requesting naming his private road Chippa Way. The Cumberland County E911 and our Addressing Officer approve. Please see the paperwork in your binder.

***Suggested motion:** Move to approve Chippa Way for the private road sited on Map 5 Lot 32 C2.*

3. The Bureau of Motor Vehicles has responded to the action taken by the Board regarding the draft lease. They have agreed to providing 24-hour notice when not using the room. The question to the Board is whether, based on this concession, you want to sign a 2-year lease; specifically: 1) do we want to continue leasing that space and, if yes 2) are their terms acceptable. Please see the email exchange in your binder.

4. The question of surface material for the sidewalk on Elm Street has been a discussion by some members of the Board. It has been designed to be bituminous with granite curbing in keeping with other residential areas in the Town (i.e., lower Main Street, Oak Street, South High Street). Like Elm Street, Highland Road is similarly designed. It should be noted that both are ready to go out to bid for Spring construction and both are being funded by our CDBG award. Church Street and Kennard Street will also be bituminous with granite curbing. Please see cost estimates for Elm and Highland in your binder as well as the Cumberland County CDBG award letters.

- b. Permits/Documents Requiring Board Approval

1. Puffin Company 3 LLC is requesting approval of an Adult Use Marijuana Permit renewal.

***Suggested Motion:** Move to approve an Adult Use Marijuana Permit renewal to Puffin Company 3 LLC*

**8. Old Business**

- a. Wastewater Update

Select Board Meeting Minutes  
October 25, 2022; 4:00 P.M.

Board Members Present: Carmen E. Lone, Chair; Robert J. McHatton, Sr., Vice-Chair; Paul A. Tworog; Kenneth J. Murphy; G. Frederick Packard (joined at 4:45 P.M.)

Administration Present: Town Manager Robert A. Peabody, Jr, Deputy Town Manager Georgiann Fleck; Town Clerk Laurie Chadbourne; Code Enforcement Officer Brenda Day; Police Chief Phil Jones; Community Development Director Victoria Hill; Executive Assistant Nikki Hodgkins; Emergency Management Director Todd Perreault; Fire Chief Glen Garland

1. Call to Order

Chair Lone called the meeting to order at 4:00 P.M.

2. Pledge of Allegiance

The Board recited the "Pledge of Allegiance."

3. Executive Session per MRS Title 1, Section 405.6.E. for Discussion of Legal Matters

**Motion** was made by Selectman Murphy to enter executive session at 4:00 P.M. per MRS Title 1, Section 405.6.E. for discussion of legal matters; second from Vice-Chair McHatton. 4 approve/0 oppose **Motion** was made by Vice-Chair McHatton to exit executive session at 4:20 P.M.; second from Selectman Murphy.

4 approve/0 oppose

4. Action Items Following Executive Session

**Motion** was made by Chair Lone to accept the \$2,000 offer to pay \$2,000 to discharge the Town's judgment lien against Richard Lee; second from Vice-Chair McHatton. 0 approve/4 oppose

5. Approval of Minutes

a. October 11, 2022

**Motion** was made by Vice-Chair McHatton for approval of the minutes from the October 11, 2022 Select Board Meeting; second from Selectman Murphy. 3 approve/0 oppose

6. Public Comments on Non-Agenda Items

Community Development Director Victoria Hill introduced Deputy Community Development Director Kari Montague to the Board. Ms. Montague is looking forward to working with the Board and Town. The Board welcomed her to the position.

7. Committee/Liaison Reports

Vice-Chair McHatton reported that members of the Recycling Committee had good interview/discussion with Town Manager which will be reported in the Bridgton News.

8. Correspondence, Presentations and Other Pertinent Information

There were no correspondence, presentations, or other pertinent information.

9. New Business

a. Awards and Other Administrative Recommendations

1. Halloween Street Closing: Elm Street, Bennett Street, Iredale Street and Chase Street

**Motion** was made by Selectman Tworog to close Elm Street, Bennett Street, Iredale Street and Chase Street on October 31 from 3:30 P.M. until 8:00 P.M. for trick or treating; second from Vice-Chair McHatton.

4 approve/0 oppose

## 2. Request From Emergency Management to Schedule a Workgroup Session

Emergency Management Director Todd Perreault requested a workgroup session to continue discussion on policies. The Board set a workgroup meeting for December 5, 2022 at 4:30 P.M. and EMA Director Perreault will provide an agenda outline.

### b. Permits/Documents Requiring Board Approval

#### 1. Confirmation of Marita Wiser as Warden for the November 8, 2022 Election

**Motion** was made by Selectman Tworog to confirm Marita Wiser at Warden for the November 8, 2022 Election; second from Vice-Chair McHatton. 4 approve/0 oppose

#### 2. Certificate of Commitment of Sewer User Rates Commitment #268

**Motion** was made by Vice-Chair McHatton to commit the July 1, 2022 to September 30, 2022 Sewer User Rate Commitment #268 comprising three pages totaling \$2,745.83 to the Treasurer for collection; second from Selectman Murphy. 4 approve/0 oppose

### c. Selectmen's Concerns

- **Selectman Murphy** requested future discussion of properties that need to be cleaned up.
- **Selectman Tworog** requested that the Board conduct a workshop for review of the properties in violation through Code Enforcement for review of a strategy to bring them into compliance.
- **Selectman Tworog** knows someone that is interested in serving on the Memorial School Committee and asked what the process is. Community Development Director Hill will create an on-line application and advertise in the Bridgton News for membership.
- **Selectman Tworog** voiced concerns with the sidewalk on Elm Street being asphalt and asked if it is possible to use concrete to which Town Manager Peabody responded that there is not enough funding through CDBG.

Selectman Packard joined the meeting at 4:45 P.M.

- **Vice-Chair McHatton** reported that motor vehicle is by appointment only.
- **Chair Lone** had no concerns.
- **Selectman Packard** commented that all the work around town looks good.
- **Selectman Packard** shared some stories from his time on the Board.

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

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

#### DEPUTY TOWN MANAGER'S REPORT

October 11, 2022

##### General

The Revenue and Expenditure Report for the month of September 2022 shows a benchmark of 25.00% with revenues at 21.46% and expenditures at 23.01%.

In preparing the cemetery grounds for the winter months, all unauthorized items (including but not limited to floral designs, benches, vases, decorations, trees, flowers, rocks, gardens, shrubs, wreaths, plants, and statutes) must be removed by November 6, 2022, or will be cleaned up by the Cemetery Department. If you have any questions about what is allowed or not allowed, please contact Town Clerk, Laurie Chadbourne at [Ichadbourne@bridgtonmaine.org](mailto:Ichadbourne@bridgtonmaine.org) or Public Services Director David Madsen at [dmadsen@bridgtonmaine.org](mailto:dmadsen@bridgtonmaine.org).

##### Bridgton Recreation

The Lights on After School Event which was held on Thursday, October 20th was a great success. Deputy Recreation Director, Leslie Hayes, did a great job organizing with staff, community partners and the school, setting up tables to represent all the various programs, events and opportunities that children are able to take advantage of for after-school enrichment programs. Also, present at the event was Victoria Hill, Community Development Director and Susie Guthro, Bridgton Community Resilience Builder with Opportunity Alliance has a table set up to ask families and children what they loved about Bridgton and to identify which area they live in on a map. These two activities will continue at other events throughout town and inform the Community Heart and Soul process as well as the Comprehensive Plan. This coming weekend, is the last weekend for the "Zombie Laser Tag and Haunted Walk" is scheduled at the Bridgton Town Hall 5:00p.m. to 9:00p.m. \$6.00 for the walk only and \$16.00 for laser tag and walk. Festival of Lights is scheduled for Saturday, December 3<sup>rd</sup>. Upcoming trips include: The Magic of Christmas on December 10<sup>th</sup>. Bus leaves the Bridgton Town Hall at

12:15p.m. Tickets are \$45.00; Family trips include: Disney on Ice on December 17<sup>th</sup> beginning with a pizza party and disney trivia at 3:30p.m. at the Bridgton Town Hall and bus departs at 4:30p.m. Tickets are \$20.00 per person. Pre-registration is required for the trips.

Town Clerk

Special Circumstances Absentee Voting: The deadline to request an absentee ballot without a reason for the November 8, 2022, general election is the close of business on Thursday, November 3, 2022. The Clerk's office will be open on this day until 7:00p.m. After this deadline, voters may request an absentee ballot by completing and signing a Special Circumstances Application. No other town business will be conducted during this time. The Clerk's office will be closed on November 8<sup>th</sup> for administration of the election. Any questions, please contact the Clerk's office at 207-647-8786.

Bridgton Police Department

Officer Regis has resigned his position of Patrol Officer effective November 2<sup>nd</sup>. We thank him for his service to the Town and wish him the best on future endeavors.

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

Respectfully submitted,

Georgiann M. Fleck, Deputy Town Manager

~~10. 5:30 P.M. Public Hearing / Special Amusement Permit to Standard Gastropub~~

~~11. Action Items Following Public Hearing / Special Amusement Permit to Standard Gastropub~~

The Public Hearing was cancelled.

Town Manager Peabody thanked Selectman Packard for his service. He has always appreciated the civil manner in which he has managed himself, even during disagreements, noting that Mr. Packard has always been kind. He also appreciates his historic perspective.

12. Old Business

a. Wastewater Status Update

Town Manager Peabody provided brief wastewater status update.

13. Treasurer's Warrants

**Motion** was made by Vice-Chair McHatton for approval of Treasurer's Warrants numbered 1031 through 1037; second from Selectman Tworog. 4 approve/0 oppose

Town Manager Peabody reported that while there were considerable efforts to perfect title to the Smoak property, the attorney has advised the town of significant liability if the Board moves forward with a transfer of ownership. The Assessor is preparing a supplemental tax for November 8 which will be issued to all eight heirs. Vice-Chair McHatton asked if the attorney is willing to absorb some of the expense to which Town Manager Peabody responded that he has made this request and is waiting for their response.

14. Public Comments on Non-Agenda Items

There were no public comments on non-agenda items.

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

November 8, 2022 and November 22, 2022

16. Adjourn

**Motion** was made by Selectman Tworog to adjourn the meeting at 5:15 P.M.; second from Vice-Chair McHatton. 4 approve/0 oppose

Respectfully submitted,

Laurie L. Chadbourne  
Town Clerk

## **SUPPLEMENTAL TAX CERTIFICATE**

Title 36 M.R.S.A. Section 713

We, the undersigned, Assessors of the Municipality of Bridgton, hereby certify that the foregoing list of estates and assessments thereon, recorded in page 1 through 1 of this book, were either invalid, void or omitted by mistake from our original invoice and valuation and list of assessments dated the 28th day of June, 2022, that these lists are supplemental to the aforesaid original invoice, valuation and list of assessments dated the 28th day of July, 2022, and are made by virtue of Title 36, Section 713, as amended.

Given under our hands this 8th day of November, 2022.

### **MUNICIPAL ASSESSOR(S)**

\_\_\_\_\_  
Carmen E. Lone, Chairman

\_\_\_\_\_  
Robert J. McHattan Sr.

\_\_\_\_\_  
Paul A. Tworog

\_\_\_\_\_  
G. Frederick Packard

\_\_\_\_\_  
Kenneth J. Murphy

\*Attach this form to the inside of the valuation book with a list of persons and their estates.

# Town of Bridgton 11-08-2022 Supplemental Commitment

account	map/lot	owner	new land	new building	new exempt	new real net	new real tax	Reason
RE 6053	013-084-E	Bacon, Malcolm E	\$29,561	\$0	\$0	\$29,561	\$449.33	The account was missed in the original commitment.
RE 5978	014-014-001	Brackett, Zenya L	\$26,800	\$2,500	\$0	\$29,300	\$445.36	The account was missed in the original commitment.
PP 289	PP 289	ITN Maine Realty, LLC	\$0	\$0	\$0	\$13,410	\$203.83	The account was sent to the wrong owner.
RE 2246	016-005-B	Miller, James & Lisa	\$79,188	\$252,476	\$0	\$331,664	\$5,041.29	The account was sent to the wrong owner.
		Smoak, Alton, William, Julius, Christopher & GregoryAngus, Mary E, Kazyak, Mary A & Reel, Mary B						
RE 3339	025-004		\$31,392	\$99,282	\$0	\$130,674	\$1,986.24	The account was omitted from the original commitment.
		Smoak, Alton, William, Julius, Christopher & GregoryAngus, Mary E, Kazyak, Mary A & Reel, Mary B						
RE 3339	025-004		\$31,392	\$99,282	\$0	\$130,674	\$1,933.98	The account was omitted from the original commitment.
				<b>Totals</b>		<b>\$665,283</b>	<b>\$10,060.03</b>	

## SUPPLEMENTAL TAX WARRANT

Title 36 M.R.S.A., Section 713

County of Cumberland

To Robert A. Peabody, Jr., Tax Collector of the Municipality of Bridgton, within said County of Cumberland

GREETINGS: Hereby are committed to you a true list of the assessments of the estates of the persons hereinafter named. You are hereby directed to levy and collect each of the persons named in said list his respective portion, therein set down, of the sum of: **ten thousand sixty dollars and three cents ( 10,060.03)**, it being the amount of said list; and all powers of the previous warrant for the collection of taxes issued by us to you and dated 28th day of July, 2022 are extended thereto; and we do hereby certify that the list of assessments of the estates of the persons named in said list is a supplemental assessment laid by virtue of Title 36, Section 713, as amended and the assessments and estates thereon as set forth in said list were either invalid, void or omitted by mistake from the original list committed unto you under our warrant dated 28th day of July, 2022.

Given under our hands this 8th day of November, 2022.

### MUNICIPAL ASSESSOR(S)

\_\_\_\_\_  
Carmen E. Lone, Chairman

\_\_\_\_\_  
Robert J. McHattan Sr.

\_\_\_\_\_  
Paul A. Tworog

\_\_\_\_\_  
G. Frederick Packard

\_\_\_\_\_  
Kenneth J. Murphy

\*Submit this form to the Tax Collector with a list of persons and their estates.



# Town of Bridgton

3 Chase Street, Suite 1  
Bridgton, ME 04009

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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:** October 18, 2022

**Re:** Chippa Way

The property owner of Map 5 Lot 32c-2 has proposed the following names for the private road:

First Choice: Chippa Way

Second Choice: Emerson Way

Third Choice: none

This office recommends approval of Chippa Way, 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 \$110.00 per sign

Date paid: 10/11/22

## Applicant Information:

Name: John "Chip" Barringer Phone #: 207-451-8654

(current) Mailing Address: P.O. Box 287 BRIDGTON, ME 04009

Email address: CHIP@RAINBOWGREATERPORTLAND.COM

Signature: [Signature] Date: 10/03/2022

Proposed street is a: ☒ Private Way ☐ Subdivision Road/Name of Subdivision: (25 107)

New street access off (name of street): SOUTH BRIDGTON ROAD and between numbers 237 and 241

Tax map and lot numbers(s) of access points: 005-032-C-002

Length of new street (in feet): 100' Number of lots accessed by new street: 1

Other owners that access their property from this private way:

Name: RICHARD CARROW Map/Block/Lot: 005-032-C-001

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):

1<sup>st</sup> Choice: REMEMBRANCE WAY ☐ Accepted ☐ Rejected Reason: \_\_\_\_\_

2<sup>nd</sup> Choice: CHIPPA WAY ☐ Accepted ☐ Rejected Reason: \_\_\_\_\_

3<sup>rd</sup> Choice: EMERSON 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: 10/11/22 ☒ Sketch attached

Street name recommended by E-911 Addressing Officer: ☒ 1<sup>st</sup> choice ☐ 2<sup>nd</sup> choice ☐ 3<sup>rd</sup> 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:** Road name

Deborah,

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

1<sup>st</sup> choice: Chippa Way

2<sup>nd</sup> choice: Emerson Way

3<sup>rd</sup> choice:

It is recommended that we approve the first choice, Chippa Way.

Would you support this name or do you anticipate conflict?

Please advise,

*Brenda Day*

Code Enforcement Officer

[bday@bridgtonmaine.org](mailto:bday@bridgtonmaine.org)

207-803-9963

Fax: 207-647-8789

## Brenda Day

---

**From:** Deborah Plummer <DPlummer@cumberlandcounty.org>  
**Sent:** Tuesday, October 18, 2022 1:10 PM  
**To:** Brenda Day  
**Subject:** Fwd: Road name

All set Brenda.

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

**From:** Chad Arris <[arris@cumberlandcounty.org](mailto:arris@cumberlandcounty.org)>  
**Date:** Tue, Oct 18, 2022 at 12:34 PM  
**Subject:** Re: Road name  
**To:** Deborah Plummer <[DPlummer@cumberlandcounty.org](mailto:DPlummer@cumberlandcounty.org)>

These are both fine.

Chad

On Tue, Oct 18, 2022 at 9:54 AM Deborah Plummer <[DPlummer@cumberlandcounty.org](mailto:DPlummer@cumberlandcounty.org)> wrote:

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

**From:** Brenda Day <[bday@bridgtonmaine.org](mailto:bday@bridgtonmaine.org)>  
**Date:** Fri, Oct 14, 2022 at 8:25 AM  
**Subject:** Road name  
**To:** Deborah Plummer <[DPlummer@cumberlandcounty.org](mailto:DPlummer@cumberlandcounty.org)>

Deborah,

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

1<sup>st</sup> choice: Chippa Way

2<sup>nd</sup> choice: Emerson Way

3<sup>rd</sup> choice:

It is recommended that we approve the first choice, Chippa Way.

Would you support this name or do you anticipate conflict?

Please advise,

Application Fee: \$50.00

Paid

N/A

TOWN OF BRIDGTON  
3 Chase Street, Suite 1, Bridgton, Maine 04009  
207-647-8786

**DRIVEWAY ENTRANCE PERMIT APPLICATION**

**Entrance MUST be clearly marked for this permit to be issued**

Name of Property Owner: John "Chip" Barringer  
Mailing Address: P.O. Box 287 BRIDGTON, ME 04009  
Primary Phone: 207-451-8654 Email: CHIP@RAINBOWGREATERPORTLAND.COM  
Property Location: 239 SOUTH BRIDGTON ROAD (RT 107) BRIDGTON  
Map: 5 Lot: 32-C-02  
Proposed starting date for construction: OCTOBER 2022  
Name of Contractor: ROLFE CORP.  
Contractor's Mailing Address: 91 HONE RUN ROAD BRIDGTON  
Contractor's Phone Number: 207-252-2985

NOTE: This form will be forwarded to Public Services Director, for their review. **Driveway Opening location MUST BE CLEARLY MARKED with one of the following; flags, paint, stakes, signs, etc.** The Public Services Director and Code Enforcement Officer will inspect the location and will contact you. If you have any questions, please call the Public Services Director at 207-647-2326.

**Please specify the pole numbers in which your driveway is nearest to in the comments below**

Comments: EXISTING DRIVEWAY

Property Owner Signature

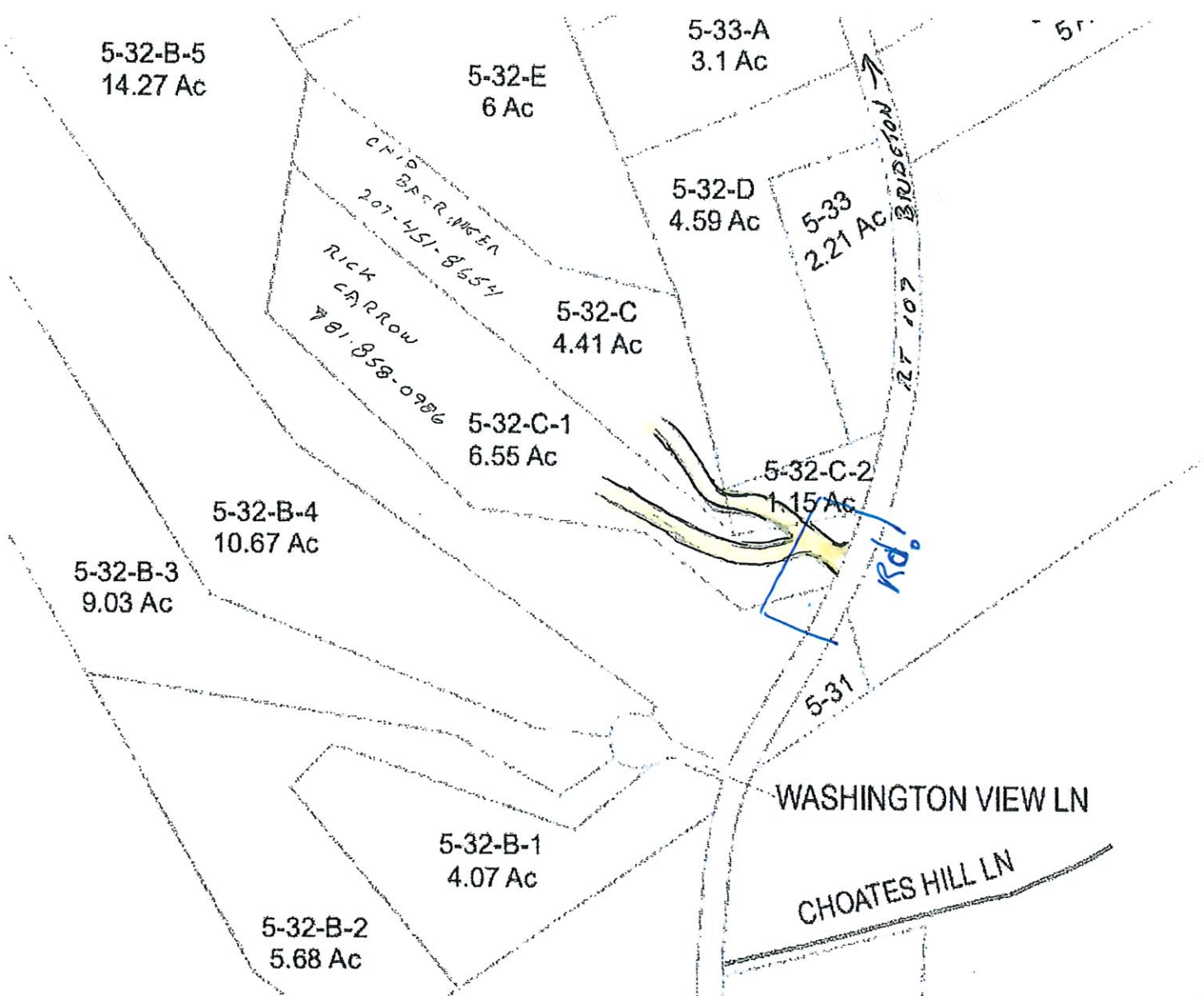
Date

10-2-2022

Public Works Director Comments:

Town Road \_\_\_\_\_ Private Road \_\_\_\_\_ State Road \_\_\_\_\_

Footage from nearest numbered driveway/intersection: \_\_\_\_\_



Thank you.

**Brenda Day**

Code Enforcement Officer

bday@bridgtonmaine.org

207-803-9963

Fax: 207-647-8789

BRENDA -  
 HOPE THIS IS OF HELP  
 COULD YOU LET ME KNOW EITHER WAY  
 THANK YOU  
 CHIP BARRINGTON  
 207-451-8654

10-19-22  
 10:15 A.M.

## Georgiann M Fleck

---

**From:** Georgiann M Fleck  
**Sent:** Friday, October 21, 2022 2:21 PM  
**To:** 'Stohs, Linda'  
**Subject:** RE: 24032 - Bridgton, 10 Iredale Street

This needs to go back before the Board of Selectmen for discussion which will probably happen at their November 8<sup>th</sup> meeting.

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**From:** Stohs, Linda <Linda.Stohs@maine.gov>  
**Sent:** Friday, October 21, 2022 12:04 PM  
**To:** Georgiann M Fleck <gmfleck@bridgtonmaine.org>  
**Cc:** Longanecker, Mathew <Mathew.Longanecker@maine.gov>  
**Subject:** RE: 24032 - Bridgton, 10 Iredale Street

I've just heard back from Marc Theberge at the Bureau of Motor Vehicles and they will agree to give 24 hours notices on their scheduled day's and they will not be using the rooms. At this point do you want to move forward with the two year renewal?

Thank you  
Linda Stohs

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**From:** Georgiann M Fleck <[gmfleck@bridgtonmaine.org](mailto:gmfleck@bridgtonmaine.org)>  
**Sent:** Friday, October 21, 2022 11:21 AM  
**To:** Stohs, Linda <[Linda.Stohs@maine.gov](mailto:Linda.Stohs@maine.gov)>  
**Subject:** RE: 24032 - Bridgton, 10 Iredale Street

Noo. 8  
Pro

**EXTERNAL: This email originated from outside of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Received and thank you

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**From:** Stohs, Linda <[Linda.Stohs@maine.gov](mailto:Linda.Stohs@maine.gov)>  
**Sent:** Friday, October 21, 2022 10:59 AM  
**To:** Georgiann M Fleck <[gmfleck@bridgtonmaine.org](mailto:gmfleck@bridgtonmaine.org)>  
**Cc:** Longanecker, Mathew <[Mathew.Longanecker@maine.gov](mailto:Mathew.Longanecker@maine.gov)>  
**Subject:** RE: 24032 - Bridgton, 10 Iredale Street

Hi Georgiann,

I am waiting to hear back from BMV to see if they will agree to give you 24-hours notice's on days they are scheduled to use the rooms, but will not be showing up. An exclusion would be "State Government Offices" closing for weather conditions. It would be made part of the Lease agreement. Would this satisfy the Selectmen?

Thank you  
Linda Stohs

---

**From:** Georgiann M Fleck <[gmfleck@bridgtonmaine.org](mailto:gmfleck@bridgtonmaine.org)>  
**Sent:** Wednesday, October 12, 2022 4:54 PM

To: Stohs, Linda <[Linda.Stohs@maine.gov](mailto:Linda.Stohs@maine.gov)>  
Subject: RE: 24032 - Bridgton, 10 Iredale Street

**EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Good Afternoon Linda,

Following discussion by the Board of Selectmen at their meeting on Tuesday, October 11<sup>th</sup> the Selectboard opted not to renew the lease with BMV due to 1) the term of the lease and 2) the commitment of the space (two rooms) even when it is not being used.

You stated in an email that we need to work the schedule out with a separate department without language to regulate use of the rooms in the lease. It was stated by the Board at their meeting that "the lease seems to favor the lessee and not the lessor."

I welcome your feedback.

Georgiann

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**From:** Stohs, Linda <[Linda.Stohs@maine.gov](mailto:Linda.Stohs@maine.gov)>  
**Sent:** Tuesday, September 27, 2022 9:04 AM  
**To:** Georgiann M Fleck <[gmfleck@bridgtonmaine.org](mailto:gmfleck@bridgtonmaine.org)>  
**Cc:** Longanecker, Mathew <[Mathew.Longanecker@maine.gov](mailto:Mathew.Longanecker@maine.gov)>  
**Subject:** RE: 24032 - Bridgton, 10 Iredale Street

Hello Georgiann,

Any news to report? BMV is growing anxious about this renewal and would like to remain in this location for at least the next two years if we can work together to make that happen?

Thank you  
Linda Stohs

---

**From:** Stohs, Linda  
**Sent:** Friday, September 23, 2022 10:30 AM  
**To:** Georgiann M Fleck <[gmfleck@bridgtonmaine.org](mailto:gmfleck@bridgtonmaine.org)>  
**Subject:** RE: 24032 - Bridgton, 10 Iredale Street

Good Morning Georgiann,

Following up as I have not heard back from you.

Thanks  
Linda

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**From:** Stohs, Linda  
**Sent:** Tuesday, September 13, 2022 9:19 AM  
**To:** Georgiann M Fleck <[gmfleck@bridgtonmaine.org](mailto:gmfleck@bridgtonmaine.org)>

Cc: Longanecker, Mathew <[Mathew.Longanecker@maine.gov](mailto:Mathew.Longanecker@maine.gov)>

Subject: FW: 24032 - Bridgton, 10 Iredale Street

Good Afternoon Georgiann

Our Lease templets are reviewed by the Director of Leased Space and updated according to his recommendations and periodically they are reviewed by the Attorney General's office. There have been some recent changes because a new Director joined Leased Space last October, and while we still have a small amount of flexibility with changing things, we do not stray far from the approved templet. At this time we would be interested in the two year initial term at the rate proposed in your letter with no renewal options. If you find that number unacceptable at this point please provide a rate that would allow BMV to stay in the Town of Bridgton for the next two years. I'm very sorry we could not come to an agreement for a longer term.

Thank you

Linda Stohs

[Office Specialist II](#)

Bureau of General Services

Division of Leased Services and Space Management

207-624-7342

[Linda.stohs@maine.gov](mailto:Linda.stohs@maine.gov)

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*Town of Bridgton  
Community Development Block Grant*

May 25, 2022

Town of Bridgton Public Services  
Attn: David Madsen  
3 Chase Street  
Bridgton, Maine 04009

Dear Mr. Madsen,

Congratulations! On May 9th, 2022 Cumberland County's Commissioners accepted the Town of Bridgton 2021 Community Development Program Year budget. I am pleased to inform you that the Town of Bridgton Public Services Department has been awarded CDBG funds for completing the following project starting in the fiscal year beginning July 1, 2022:

**\$124,189 Elm Street Sidewalk Extension**

We are aware that budgets and staffing often change between the time an application is submitted and grant funds are awarded. To make sure we have the most accurate information in our grant contract and files, please provide the following information:

1. Project Update:

- a. *Contact Information:* Please provide the name, phone number, and email address for the primary contact for each project. If billing/invoicing or performance reports will be coming from a different person, please provide their contact information as well.
- b. *Project Summary:* If the process, scope of work, type of clients serviced, or timeline for completing your projects have changed since the time of your application submittal. Please provide a project summary update to our staff.
- c. *Budget:* If your grant award is different from your request, or if other funding sources have increased or decrease since your application submittal. Please provide us with an updated budget.

2. Federal Contract Provisions: These projects will be subject to federal requirements, including:

- a. Environmental Review: All funded projects that include construction will require an Environmental Review by the County to ensure compliance with the State Historic Preservation Office, local Historic Preservation Ordinances and other environmental regulations. If applicable, this will take two to four weeks to process *once a final scope of work is submitted and approved by staff.*
- b. Federal Labor Standards: Sub-recipients who receive funds for construction or rehabilitation projects must ensure that they and all subcontractors meet requirements for federal prevailing wage rates specified under the Davis-Bacon Act. The Act requires that all laborers and mechanics employed by contractors in the performance of construction financed in whole or in part with assistance received under HUD programs (CDBG), shall be paid wages

at rates no less than the prevailing rates provided. This will require certified payroll to be submitted to the County for all workers on site.

- c. Lead Safe Practices: Any contractor, plumber, electrician or painter who disturbs lead paint in a pre-1978 home, school or day care center must be Lead-Safe certified.
  - d. Procurement: full and open competition & cost reasonableness, procurement must comply with the town's Purchasing Ordinance.
3. Reporting: Quarterly updates will be required in order to process payments. Updates will provide project status updates. Reporting will occur on a quarterly basis, due on the 10<sup>th</sup> of the month (October 10, January 10, April 10 and July 10). Please identify who will submit the quarterly reports.
4. Payment: If submitted on time, payment will be processed and released within 7-10 business days.

Please submit all requested documents by June 6<sup>th</sup>, 2022. Once all documents have been reviewed by County Staff, we will set up a time to review the requirements of this project and sign a contract. Please note: No work can begin, and no money can be spent until after July 1, 2022 and a contract has been signed by all parties.

If you have any questions, please contact me.

Sincerely,



Victoria Hill  
Deputy Community Development Director  
Town of Bridgton  
[vhill@bridgtonmaine.org](mailto:vhill@bridgtonmaine.org)  
(207) 803-9960

Project Name: Elm Street Sidewalk  
Project Number: 232429.08  
Date: 9/14/2022

**Elm Street Sidewalk**  
**Engineer's Opinion of Construction Cost Summary**  
**Base Bid**

[illegible]

**Bid Alternate (Bituminous Sidewalk)**

No.	ME DOT Pay Item	Description	Unit	Quantity	Unit Price	Total Cost
8	608.08	Reinforced Concrete Sidewalk	SY	(280)	\$ 180.00	\$ (50,400.00)
6	403.2082	Hot Mix Asphalt, 12.5 mm Nominal Maximum Size	TON	40	\$ 170.00	\$ 6,800.00
<b>Construction Subtotal</b>						<b>\$ 108,879.80</b>
Owner Contingency (10%)						\$ 10,887.98
<b>Total Construction Cost (Bid Alternate)</b>						<b>\$ 119,767.78</b>



*Town of Bridgton*  
*Community Development Block Grant*

May 25, 2021

Town of Bridgton Public Services  
Attn: David Madsen  
3 Chase Street  
Bridgton, Maine 04009

Dear Mr. Madsen,

Congratulations! On May 10th, 2021 Cumberland County's Commissioners accepted the Town of Bridgton 2021 Community Development Program Year budget. I am pleased to inform you that the Town of Bridgton community development office has been awarded CDBG funds for completing the following project starting in the fiscal year beginning July 1, 2021:

**\$129,199.000 Highland Beach Sidewalk Extension**

We are aware that budgets and staffing often change between the time an application is submitted and grant funds are awarded. To make sure we have the most accurate information in our grant contract and files, please provide the following information:

1. Project Update:

- a. *Contact Information:* Please provide the name, phone number, and email address for the primary contact for each project. If billing/invoicing or performance reports will be coming from a different person, please provide their contact information as well.
- b. *Project Summary:* If the process, scope of work, type of clients serviced, or timeline for completing your projects have changed since the time of your application submittal. Please provide a project summary update to our staff.
- c. *Budget:* If your grant award is different from your request, or if other funding sources have increased or decrease since your application submittal. Please provide us with an updated budget.

2. Federal Contract Provisions: These projects will be subject to federal requirements, including:

- a. *Environmental Review:* All funded projects that include construction will require an Environmental Review by the County to ensure compliance with the State Historic Preservation Office, local Historic Preservation Ordinances and other environmental regulations. If applicable, this will take two to four weeks to process *once a final scope of work is submitted and approved by staff.*
- b. *Federal Labor Standards:* Sub-recipients who receive funds for construction or rehabilitation projects must ensure that they and all subcontractors meet requirements for federal prevailing wage rates specified under the Davis-Bacon Act. The Act requires that all laborers and mechanics employed by contractors in the performance of construction financed in whole or in part

with assistance received under HUD programs (CDBG), shall be paid wages at rates no less than the prevailing rates provided. This will require certified payroll to be submitted to the County for all workers on site.

- c. Lead Safe Practices: Any contractor, plumber, electrician or painter who disturbs lead paint in a pre-1978 home, school or day care center must be Lead-Safe certified.
  - d. Section 3: applies to all funded projects; please see me for details.
  - e. Procurement: full and open competition & cost reasonableness, procurement must comply with the town's Purchasing Ordinance.
3. Reporting: Quarterly updates will be required in order to process payments. Updates will provide project status updates. A form will be provided. Reporting will occur on a quarterly basis, due on the 10<sup>th</sup> of the month (October 10, January 10, April 10 and July 10). Please identify who will submit the quarterly reports.
4. Payment: If submitted on time, payment will be processed and released within 7-10 business days.

Please note: *No work can begin and no money can be spent until after July 1, 2021.*

If you have any questions, please contact me.

Sincerely,

Courtney Kemp  
Community Development Administrative Assistant  
Town of Bridgton  
(207)803-9960 Ext 217  
3 Chase Street, Suite 1  
Bridgton, Maine 04009  
[www.bridgtonmaine.org](http://www.bridgtonmaine.org)  
[ckemp@bridgtonmaine.org](mailto:ckemp@bridgtonmaine.org)



Project Name: Highland Street Sidewalk  
 Project Number: 232429.09  
 Date: 11/1/2022

Highland Road Sidewalks Engineer's Opinion of Construction Cost Summary						
No.	ME DOT Pay Item	Description	Unit	Quantity	Unit Price	Total Cost
1	202.128	Removing of Existing Concrete Curbs & Sidewalks	LS	1	\$ 2,500.00	\$ 2,500.00
2	203.2	Common Excavation	CY	220	\$ 26.00	\$ 5,720.00
3	304.14	Aggregate Base Course - Type A	CY	110	\$ 85.00	\$ 9,350.00
4	304.1	Aggregate Base Course - Type D	CY	45.5	\$ 60.00	\$ 2,730.00
5	403.208	Hot Mix Asphalt, 12.5 mm Nominal Maximum Size	TON	80	\$ 170.00	\$ 13,600.00
6	409.15	Bituminous Tack Coat, Applied	LS	1	\$ 1,000.00	\$ 1,000.00
7	604.3	Sidewalk Culvert	EA	1	\$ 2,500.00	\$ 2,500.00
8	606.55	Guardrail Type 3 - Single Rail	LF	70	\$ 50.00	\$ 3,500.00
9	608.26	Curb Ramp Detectable Warning Field	SF	30	\$ 150.00	\$ 4,500.00
10	609.11	Vertical Curb Type 1	LF	500	\$ 75.00	\$ 37,500.00
11	609.237	Terminal Curb Type 1 - 7 Foot	EA	11	\$ 98.00	\$ 1,078.00
12	610.08	Plain Riprap	CY	2	\$ 90.00	\$ 180.00
13	615.071	Loam & Seed	LS	1	\$ 2,500.00	\$ 2,500.00
14	634.22	Lighting Allowance	LS	1	\$ 7,500.00	\$ 7,500.00
15	652.361	Work Zone Traffic Control	LS	1	\$ 2,000.00	\$ 2,000.00
16	656.75	Temporary Soil Erosion and Water Pollution Control	LS	1	\$ 2,000.00	\$ 2,000.00
17	658.21	Colored Pavement & Curb Marking	LS	1	\$ 2,000.00	\$ 2,000.00
18	659.1	Mobilization	LS	1	\$ 8,000.00	\$ 8,000.00
<b>Construction Subtotal</b>						<b>\$ 108,158.00</b>
Owner Contingency (10%)						\$ 10,815.80
<b>Total Construction Cost</b>						<b>\$ 118,973.80</b>

Alternate						
No.	ME DOT Pay Item	Description	Unit	Quantity	Unit Price	Total Cost
6	403.2082	Hot Mix Asphalt, 12.5 mm Nominal Maximum Size	TON	(40)	\$ 170.00	\$ (6,743.33)
8	608.08	Reinforced Concrete Sidewalk	SY	283	\$ 180.00	\$ 51,000.00
<b>Construction Subtotal</b>						<b>\$ 152,414.67</b>
Owner Contingency (10%)						\$ 15,241.47
<b>Total Construction Cost (Bid Alternate)</b>						<b>\$ 167,656.13</b>

# TOWN OF BRIDGTON

**TO:** Select Board  
**FROM:** Laurie L. Chadbourne, Town Clerk  
**RE:** Business Licenses  
**DATE:** November 1, 2022

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MEMO

## November 8, 2022 Select Board Meeting

### 7. New Business

- b. Permits/Documents Requiring Board Approval
  - 1. Adult Use Marijuana Permit to Puffin Company 3 LLC (510 Portland Rd.)/Renewal  
☒ CEO (to include any Planning Board requirements) ☒ Fire ☒ Police ☒ Town Clerk

Complete applications are on file at the Town Clerk's Office and available for Select Board review.