

SELECT BOARD MEETING AGENDA

DATE: Tuesday, February 14, 2023

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>

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1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes: January 24, 2023
4. Public Comments on Non-Agenda Items (*Each speaker **may** be limited to 3 minutes.*)
5. Committee/Liaison Reports
 - a. Appointment of Members to the Bridgton Memorial School Ad Hoc Committee
6. Correspondence, Presentations and Other Pertinent Information
 - a. Community Development Block Grant 2023-2024 Program Year Timeline
 - b. Comprehensive Plan Update
7. 5:30 P.M. Public Hearings
 - a. Special Amusement Permit Application from Campfire Grille located at 518 Portland Road
8. Action Items Following Public Hearing
 - a. Special Amusement Permit Application from Campfire Grille located at 518 Portland Road
9. New Business
 - a. Awards and Other Administrative Recommendations
 1. Accept Payment and Approve Quit Claim Deed for Tax Acquired Property Located at 112 Howard Trail
 - a. Authorize and direct the Town's Attorney to pursue any and all appropriate legal actions to remove unauthorized occupants, including Howard J. Tucker, and their personal property from Town owned property located at 112 Howard Trail (Tax Map 8, Lot 36D) within the Town.
 - b. Permits/Documents Requiring Board Approval
 1. 2023 Fee Schedule
 2. Victualer's License Renewal to Venezia Ristorante located at 251 North High Street
 3. Warrant and Notice of Election Calling Maine School Administrative District No. 61 Referendum on Tuesday, March 7, 2023
 - c. Selectmen's Concerns
 - d. Town Manager's Report/Deputy Town Manager's Report

10. Old Business (*Board of Selectmen Discussion Only*)
 - a. Wastewater Status Update
11. Treasurer's Warrants
12. Public Comments on Non-Agenda Items (*Each speaker **may** be limited to 3 minutes.*)
13. Dates for the Next Board of Selectmen's Meetings
February 28, 2023 (Regular Meeting)
March 6, 2023 (Budget Workshop)
March 7, 2023 (Budget Workshop)
March 14, 2023 (Regular Meeting)
14. Adjourn

**Town Manager's Notes
Board of Selectmen's Meeting
February 14, 2023**

3. Approval of Minutes:

- a. January 24, 2023

Suggested Motion: Move to approve the January 24, 2023, Selectboard Minutes.

5. Committee/Liaison Reports

- a. In your binder, please find the Bridgton Memorial School Ad Hoc Committee Charge, Mission and Authority document and Committee member applications. As per the charge, there are to be three members from the public. There are four (4) applicants.

Suggested motion: Move to appoint _____, _____, and _____ to the Bridgton Memorial School Ad Hoc Committee.

6. Correspondence, Presentations and Other Pertinent Information

- a. The Community Development Director will be providing the Board with an overview of 2023-24 CDBG Program Year Timeline. Please see the provided information in your folder.
- b. CD Dir will be discussing the seeking of Request for Proposals for a consultant for the Comprehensive Plan Update process. Please see the provided information in your folder.

7. Public Hearing (5:30PM)

(Note: 1) Open Public Hearing- a) Anyone to speak in favor; b) in opposition; c) offer comments neither for nor against; 2) close Public Hearing)

- a. To accept written and oral comments on an application from Campfire Grill for a Special Amusement Permit.

8. Action Items Following Public Hearing

- a. ***Suggested Motion:*** Move to approve a Special Amusement Permit to Campfire Grill.

9. New Business

- a. Awards and Other Administrative Recommendations

1. In your binder, please documents and materials regarding the tax-acquired property situated at 112 Howard Trail (Map 8 Lot 36D).

Suggested Motion: Move to accept payment and approve a Municipal Quitclaim Deed to Howard J. Tucker for property described as Map 8 Lot 36D Town of Bridgton Tax Maps.

- a. In your binder, please find the Notice to Vacate and Notice of Termination for Howard Tucker and the occupants of the property located at 112 Howard Trail (Map 8 Lot 36D).

Motion: Move to authorize and direct the Town's Attorney to pursue any and all appropriate legal actions to remove unauthorized occupants, including Howard J. Tucker, and their personal property from Town owned property located at 112 Howard Trail (Tax Map 8 Lot 36D) within the Town.

b. Permits/Documents Requiring Board Approval

1. In your binder, please find the 2023-24 proposed Fee Schedule. The changes are noted The Schedule will be effective March 1, 2023 and is reviewed on an annual basis.

Suggested Motion: Move to approve the 2023-24 Fee Schedule effective March 1, 2023.

2. Victualer's License Renewal to Venezia Ristorante.

Suggested motion: Move to approve a Victualer's License Renewal to Venezia Ristorante.

3. MSAD No. 61 has served the Municipal Clerk with the Town of Bridgton Maine Warrant and Notice of Election Calling Maine Calling School Administrative District No. 61 Referendum (copy in your binder).

Suggested Motion: Move to sign the Town of Bridgton Maine School Administrative District No. 61 Referendum Warrant and Notice of Election.

10. Old Business

- a. Wastewater Update

Select Board's Meeting Minutes

January 24, 2023; 3:30 P.M.

Board Members Present: Carmen Lone, Chair; Paul A. Tworog; Kenneth J. Murphy;

Board Members Remote: Robert McHatton Sr., Vice-Chair

Board Members Absent: Carrye Castleman-Ross

Administration Present: Town Manager Robert A. Peabody, Jr, Deputy Town Manager Georgiann Fleck; Town Clerk Laurie Chadbourne; Executive Assistant Nikki Hodgkins; Public Services Director David Madsen; Code Enforcement Officer Brenda Day; Police Chief Phillip Jones; Community Development Director Victoria Hill; Recreation Director Gary Colello; Deputy Town Clerk Jamie Ferguson

1. Call to Order

Chair Lone called the meeting to order at 3:30 P.M.

2. Pledge of Allegiance

The Board recited the "Pledge of Allegiance."

3. Executive Session

a. 3:30 P.M. per MRS Title 1, Section 405.6.D for Discussion of Labor Contract

Motion was made by Select Board Member Tworog to enter executive session at 3:50 P.M. per MRS Title 1, Section 405.6.D for discussion of a labor contract; second from Select Board Member Murphy. 3 approve/0 oppose (*Vice-Chair McHatton was not present for the vote.*) **Motion** was made by Chair Lone to exit executive session at 3:50 P.M.; second from Select Board Member Tworog. 4 approve/0 oppose

b. 4:00 per MRS Title 1, Section 405.6.E for Consultation with Town Attorney

Motion was made by Chair Lone to enter executive session at 3:56 per MRS Title 1, Section 405.6.E for consultation with the Town Attorney; second from Select Board Member Murphy. 4 approve/ 0 oppose **Motion** was made by Select Board Member Murphy to exit executive session at 4:36 P.M.; second from Select Board Member Tworog. 4 approve/0 oppose

4. Action Items Following Executive Session

Motion was made by Chair Lone to ratify the amended Public Works Department Collective Bargaining Agreement; second from Vice-Chair McHatton. 4 approve/0 oppose

5. Approval of Minutes: January 10, 2023

Motion was made by Select Board Member Murphy for approval of the minutes from January 10, 2023; second from Select Board Member Tworog. 4 approve/0 oppose

6. Public Comments on Non-Agenda Items

There were no public comments.

The Board brought forward item 8. a.

8. Correspondence, Presentations and Other Pertinent Information

a. Presentation by Greater Bridgton Chamber of Commerce Executive Director Angie Cook

Angie Cook spoke on behalf of the Greater Bridgton Chamber of Commerce and presented the Town of Bridgton with a \$20,000 donation for the Ham Field Complex concession stand. **Motion** was made by Chair Lone to accept the donation; second from Select Board Member Tworog. 4 approve/0 oppose

7. Committee/Liaison Reports

a. Status Updates from the Ordinance Review Committee

Lee Rudin stated that there are two ordinances that need to be repealed. The Phosphate Detergent Ordinance is superseded by the state law and should be removed, and the International Building Code Ordinance has been superseded by a new ordinance and should be repealed per the Maine Municipal Association. Mr. Rudin also asked if there were any updates on the Cable T.V. Ordinance to which; Town Manager Peabody responded that there was nothing he could report yet.

8. Correspondence, Presentations and Other Pertinent Information

b. Preliminary Discussion of 2023 Bridgton Harvest Moon Fest

Pam Ward of Denmark and Angie Cook of Bridgton requested that the Board recognize the Harvest Moon Fest as a Town sponsored event and would therefore be covered by Town insurance. Ms. Ward clarified that the event date is Saturday, September 16th, 2023, with a rain date of Sunday, September 17th, 2023. **Motion** was made by Select Board Member Murphy to approve the Bridgton Harvest Moon Fest as a Town sponsored event; second from Select Board Member Tworog. 4 approve/0 oppose

c. Letters of support for ecomain

1. EPA Recycling Infrastructure Grant

Motion was made by Vice-Chair McHatton to sign the Letter of Support for the EPA Recycling Infrastructure Grant; second from Chair Lone. 4 approve/0 oppose

2. EPA Recycling Education & Outreach Grant

Motion was made by Chair Lone to sign the Letter of Support for the EPA Recycling Education & Outreach Grant; second from Select Board Member Tworog. 4 approve/0 oppose

d. Select Board Representation at Lake Region Convening Meeting on February 16, 2023

Chair Lone stated that she and Town Manager Peabody plan to attend the meeting on Thursday, February 16, 2023 from 5:00 P.M. until 7:00P.M. at the Naples Town Hall. **Motion** was made by Chair Lone to appoint Chair Lone and Select Board Member Murphy to represent the Select Board at the February 16th GBCOG meeting; second from Board Member Tworog. 4 approve/0 oppose

The Board brought forward items 11. a. b. 1.

11. New Business

a. Awards and other Administrative Recommendations

1. Budget Review Schedule

Deputy Town Manager Georgiann Fleck stated that the Board will meet with Department Heads on Monday, March 6, 2023, beginning at 9 A.M. Select Board Member Tworog requested they start with an

overview of the totals at 8:30 A.M. from the Town Manager. **Motion** was made by Select Board Member Tworog to approve the Budget Review Schedule as discussed; second from Select Board Member Murphy.
4 approve/0 oppose

b. Permits/Documents Requiring Board Approval

1. Business Licenses:

a. New Victualer's License to Queens Head Pub located at 271 Main Street

Justin O'Connor, owner of the Queen's Head Pub spoke about his business model. **Motion** was made by Select Board Member Tworog to approve a new Victualer's License to the Queen's Head Pub; second from Select Board Member Murphy. 4 approve/0 oppose

b. Renewal Victualer's License to Noble House Inn located at 81 Highland Road

Lynn and Matt Williams, owners of Noble House Inn, stated they had a great year. **Motion** was made by Select Board Member Tworog to approve the renewal of a Victualer's License to Noble House Inn; second from Select Board Member Murphy. 4 approve/0 oppose

9. 5:30 P.M. Public Hearings

a. Special Amusement Permit Application from Queen's Head Pub located at 271 Main Street

Chair Lone opened the public hearing on a special amusement permit application from Queen's Head Pub at 5:30 P.M. Justin O'Connor, owner of the Queen's Head Pub, discussed his intentions for entertainment. The Board expressed their concern for the impact it will have on residents in the immediate area. Mr. O'Connor stated that the entertainment will not take place every night and if it becomes an issue for residents, he would be happy to adjust. Chair Lone closed the Public Hearing at 5:30 P.M.

b. New Liquor License Application from Queen's Head Pub located at 271 Main Street

Chair Lone opened the public hearing on a new liquor license application from Queen's Head Pub at 5:40 P.M. There were no comments. Chair Lone closed the Public Hearing at 5:40 P.M.

c. Special Amusement Permit Application from Noble House Inn located at 81 Highland Road

Chair Lone opened the public hearing on a special amusement permit application from Noble House at 5:41 P.M. Owners Lynn and Matt William's detailed their entertainment plans. Charlie Simpson, of 72 Highland Road, raised concerns about the noise, parking, alcohol service, and hours of operation. He asked if there are specific rules and regulations pertaining to music and entertainment at Noble House Inn and where can they be found. Ms. Williams responded that there is no music after 9 P.M. Mr. Simpson asked what the occupancy limits, hours of operations, and parking management plans are, and asked if that should they be included in the Special Amusement Permit. Chair Lone closed the Public Hearing at 5:56 P.M.

10. Action Items Following Public Hearing

a. Special Amusement Permit Application from Queen's Head Pub located at 271 Main Street

Motion was made by Select Board Member Murphy to approve the Special Amusement Permit Application from Queen's Head Pub located at 271 Main Street; second from Select Board Member Tworog.
4 approve/0 oppose

b. New Liquor License Application from Queen's Head Pub located at 271 Main Street

Motion was made by Select Board Member Murphy to approve the New Liquor License Application from Queen's Head Pub located at 271 Main Street; second from Select Board Member Tworog. 4 approve/0 oppose

c. Special Amusement Permit Application from Noble House Inn located at 81 Highland Road

Motion was made by Select Board Member Murphy to approve the Special Amusement Permit Application from Noble House Inn located at 81 Highland Road; second from Select Board Member Tworog for discussion. Discussion ensued. Lynn Williams agreed to change the limit of 150 guests to 100 guests. Town Manager Peabody stated that the guest limit is part of Noble House Marketing and is not part of the Special Amusement Application and therefore approval cannot be contingent on that change. 4 approve/0 oppose

11. New Business

b. Permits/Documents Requiring Board Approval

2. Certificate of Commitment of Sewer User Rates Commitment #271

Motion was made by Vice-Chair McHatton to approve the Certificate of Commitment of Sewer User Rates Commitment #271; second from Chair Lone. 4 approve/0 oppose

c. Selectmen's Concerns

- **Vice Chair McHatton** hopes his health is in A-1 shape.
- **Select Board Member Murphy** had no concerns but is happy that all the plow trucks hit all the streets.
- **Select Board Member Tworog** had no concerns
- **Chair Lone** asked if we have heard from the Department of Motor Vehicles. Deputy Town Manager Georgiann Fleck responded, "no." Chair Lone reminded the public that Special Amusement Permits are reviewed yearly.

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, January 24, 2023

General Reminder...if going to Pleasant Mountain for the pleasure of skiing please park in the parking lot(s). DO NOT park on the sides of the road. There are signs for the parking lots and signs restricting parking on the sides of the road.

WINTER CARNIVAL – Saturday, February 18, 2023

The Greater Bridgton Chamber of Commerce is hosting the annual Winter Carnival on Saturday, February 18, 2023 with events like, a kids ice fishing derby, chili and chowder contest, family movie, ice bar, rail jam and fireworks. Harvest Hills Animal Shelter will be putting on their Freezing for a Reason event. Winter Carnival buttons are available at the Chamber and multiple businesses throughout town for a cost of \$5/ea. For additional information please contact the Chamber at 207-647-3472.

Bridgton Recreation On Saturday, February 18, 2023 (Winter Carnival Day) Bridgton Recreation is hosting a craft and vendor fair beginning at 8:00a.m. to 3:00p.m. at the Bridgton Town Hall gym, 26 North High Street, Bridgton. Cost is \$25.00 per space with a donation of an item for the Rec Department raffle. Vendors must provide their own table and electricity is available. Show your winter carnival button at the door and get 10 free tickets to the vendor raffle. The public ice skating rink will be open all day.

Community Development The Town is in the process of developing an Open Space Plan which will guide the future of public access to the town's natural resources and recreation areas. Your input is important! There is one week remaining to take the public survey. Please visit the Community Development webpage to learn more.

Finance Department Holly Heymann, Finance Director, has received the draft audit and is in the process of reviewing it and responding to notes. Holly expects to have her review completed by the end of the week

Public Services Department We would like to give a huge "shout out" to the public works crew for their work in keeping the roads and sidewalks cleared during the recent storms. They have remained diligent in their dedication to keep our roads and sidewalks

safe during all hours of the night and day, working around the clock maneuvering around traffic, both vehicle and pedestrian, to get it all done in a timely fashion. They have done a magnificent job and deserve to be recognized! There is more snow on the way with another storm generating up to 12" on Wednesday/Thursday so I am sure their good work will continue for the upcoming storms! Good job everyone!

Bridgton Police Department A letter of recognition has been received from Wreaths Across America ("WAA") recognizing Officer Michael Chaine's contributions and commitment to planning and executing WAA's 2022 escort for the Arlington convoy. "With logistical operations this size, planning occurs twelve months out of the year and for the past three years, Officer Chaine has volunteered countless hours in completing his roles of route mapping, fire department liaison, and parking coordinator within the WAA Law Enforcement Planning Team. His contributions to the planning and executing of the Escort have been instrumental in further developing our logistics and operations each year."

Currently, there are two (2) patrol officer positions open. If interested complete an application and resume and submit it to the Bridgton Police Department for consideration.

Please refer to our website www.bridgtonmaine.org for more information and to subscribe to alerts.

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

Respectfully submitted, Georgiann M. Fleck, Deputy Town Manager"

12. Old Business

a. Wastewater Status Update

Town Manager Robert Peabody stated they had their construction meeting Tuesday last, and they are currently working on the Hannaford Pump Station. Select Board Member Tworog asked Town Manager Peabody if he had a chance to get clarification from the Town Engineer regarding clean water needs survey rates. Town Manager Peabody stated he had not but intends to. Select Board Member Tworog had questions pertaining to fiscal sustainability. Public Services Director David Madsen stated that the asset management program will answer all his questions.

13. Treasurer's Warrants

Motion was made by Select Board Member Murphy to approve the Treasurer's Warrants 1068, 1069, 1070, 1071, 1072, 1073, and 1074; second from Chair Lone. 4 approve/0 oppose

14. Public Comments on Non-Agenda Items

There were no public comments.

15. Dates for the Next Board Meeting

February 14, 2023

February 28, 2023

16. Adjourn

Chair Lone adjourned the meeting at 6:21 P.M.

Respectfully submitted,

Jamie L. Ferguson
Deputy Town Clerk

TOWN OF BRIDGTON
BRIDGTON MEMORIAL SCHOOL AD HOC COMMITTEE
CHARGE, MISSION AND AUTHORITY

NARRATIVE: The Town of Bridgton will be taking possession of the former Bridgton Memorial School from MSAD 61 in the near future. The Bridgton Memorial School Ad Hoc Committee is being formed to develop potential uses for the Bridgton Memorial School property.

MISSION AND CHARGE: The Bridgton Memorial School Ad Hoc Committee acts as an advisory committee and resource to the Select Board. The Committee will coordinate with other entities within the Town government including the Comprehensive Plan Update Task Force, Recreation Department, and Community Development Advisory Committee. The key element of the Committee's mission is developing three potential uses for the property which are to be taken to the voters for a non-binding vote.

AUTHORITY: The Committee shall report to the Select Board at least monthly on their work and progress. As an advisory committee, the Bridgton Memorial School Ad Hoc Committee makes recommendations to the Board for consideration. The Recreation Director and Community Development Director shall co-function as staff for the Committee. The Committee may request volunteers to assist their efforts, however such persons are not considered voting members of the Committee. The Committee may request additional authorization from the Select Board for specific activities.

PROCESS AND COMPLIANCE: Every member of the Committee shall comply with existing state law and the policies and procedures of the town including but not limited to the conduct and notice of meetings, the Town's Ethics and Guidelines Policy, conflict of interest laws and the Town Personnel Policies.

APPOINTMENTS: The Committee shall consist of no more than seven (7) members appointed by the Select Board and will serve to the conclusion of the Committee's charge; specifically, the completion of the development of three potential uses for the Bridgton Memorial School. The committee members will include a representative from Loon Echo Land Trust, a representative from the Bridgton Economic Development Corporation, a representative from the Comprehensive Plan Update Task Force, a representative from the Community Development Advisory Committee, and three (3) members from the public. The Town Manager, Recreation Director, and Community Development Director will serve as ex-officio members.

MEETINGS: The Committee shall hold regular public meetings, be responsible for the creation and posting of all agendas and the creation of the public record of each meeting in accordance with the prevailing state law. Such records shall be forwarded to the Select Board and any other entities they are working with.

AMENDMENTS: The Select Board may amend this Charge and Mission as they deem appropriate.

#1

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, November 09, 2022 7:05:46 PM
Last Modified: Wednesday, November 09, 2022 7:08:08 PM
Time Spent: 00:02:21
IP Address: 172.226.144.89

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Q1

Contact Information

Name	Bruce Hancock
State	ME
ZIP/Postal Code	04009
Email Address	katahdinbound@gmail.com
Phone Number	2075950305

Q2

Personal background Information (education, related experience, etc.)

I have been involved in town for a long time and have some historical knowledge of this building

Q3

Occupation

Retired

Q4

What goal and objective do you have for this Committee?

To help find a beneficial community use for property

Q5

Availability for meetings (check all that apply)	Morning,
	Afternoon,
	Evenings

Q6

Respondent skipped this question

Other Information

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, November 11, 2022 9:47:54 AM
Last Modified: Friday, November 11, 2022 9:55:46 AM
Time Spent: 00:07:52
IP Address: 104.28.39.24

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Q1

Contact Information

Name	Christopher A Walton
Address	21 Bennett Street
Town	Bridgton
State	ME
ZIP/Postal Code	04009
Email Address	christopherwalton5810@gmail.com
Phone Number	6033212017

Q2

Personal background information (education, related experience, etc.)

Professional engineer, certified tax assessor, licensed building inspector for 30+ years. New to the area.

Q3

Occupation

Environmental engineering consultant

Q4

What goal and objective do you have for this Committee?

I'd like to ensure the committee has a decision making framework that hears all opinions with an open mind and selects the best choice for the long-term future of the town in a way that is immune to comments like "the selection process wasn't fair" and "not all opinions were considered equally"

Memorial School Ad Hoc Committee Application

Q5

Availability for meetings (check all that apply)

Morning,

Afternoon,

Evenings

Q6

Other Information

Looking forward to sharing my experience and helping my new community be the best it can be. I see this as just the first step.

#3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, December 19, 2022 9:22:28 AM
Last Modified: Monday, December 19, 2022 9:48:35 AM
Time Spent: 00:26:06
IP Address: 45.46.97.138

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Q1

Contact Information

Name	Loraine Janelle
Address	21 Broadwing Way
Town	Bridgton
State	ME
ZIP/Postal Code	04009
Email Address	lorainejanelle@gmail.com
Phone Number	207-284-3563 cell

Q2

Personal background Information (education, related experience, etc.)

- * BA English, Kean University (f/k/a Kean College of New Jersey)
- * Former Bridgton Business Owner - Hemlock Hill Gallery, West Bridgton, ME
- * Research & Development Committee for Sabatis Island Park & Picnic Area, West Bridgton, ME
- * Former Member of the Mount Washington Valley Chamber of Commerce & Greater Bridgton Lakes Region Chamber of Commerce
- * Served 3 years on the Board of Trustees for the Bridgton Public Library - Development Committee Chair, Bridgton, ME
- * Bridgton Chamber of Commerce, "Taste of the Lakes" Committee

Q3

Occupation

Retired Bridgton Business Owner & Photojournalist

Memorial School Ad Hoc Committee Application

Q4

What goal and objective do you have for this Committee?

As a participant of Bridgton Recreation's Tai Chi and Pickleball programs in the Bridgton Town Hall, I can see the need for development and expansion of adult programs in Bridgton.

There is a growing need for improvements and space as our town continues to grow and develop.

An additional and hopefully improved space where more programs could be utilized, is essential.

I hope to bring my personal and business experiences to this Committee for the betterment of programs and space in Bridgton.

Q5

Morning,

Availability for meetings (check all that apply)

Afternoon

Q6

Other Information

It would be wonderful if both the Bridgton Community Center and Bridgton Recreation Department's programs, were in a single location. We need a "heart" or "hub" for programs.

Thank you!



dropped
Stuart 5/23

Memorial School Ad Hoc Committee Application

1. Contact Information

Name

Elizabeth "ANNE" Overman

STREET
Company

236 Del Chadbourne Rd Bridgton, Me 04009

Address

PO Box 260

Town

North Bridgton

State

Me

ZIP/Postal
Code

04057

Email
Address

eoverman4@gmail.com

Phone
Number

207-712-5996

2. Personal background Information (education, related experience, etc.)

Associate Arts Degree - Fashion Institute
of Design and Merchandising - Los Angeles, Ca
Have owned & co-owned several
gift Boutiques, most recently, Caron + Company
in Portland, Me. from 2017-2022. I have also owned a

store layout & design
merchandising the store
retail buying
designing merchandise & having it manufactured

3. Occupation

furniture painting and restoration

4. What goal and objective do you have for this Committee?

to work with a team to create an area, a space, a Building that can be utilized all 4 seasons for the benefit to all the town, kids, teens, adults, senior seasonal residence families

5. Availability for meetings (check all that apply)

☒ Morning

☒ Afternoon

☒ Evenings

6. Other Information

I took a tour of the Memorial School all the grounds several years ago. It has so much amazing potential for ALL OF BRIDGTON and have been wanting this project to happen ever since. I would be ^{Done} passionate about working on this project -

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See how easy it is to create a survey.

Thank you
for your
consideration -
Anne O'Meara

Town of Bridgton

Community Development Block Grant 2023-2024 Program Year Timeline



October 7, 2022 – Submit CDBG program year timeline to Cumberland County

October 12, 2022 – CDAC approval of program year timeline and application

October 25, 2022 – Selectboard public agenda item/infrastructure project ideas

November 7, 2022 (or before) – Release of CDBG Application; Post/Publish Notice/Schedule

November 28, 2022 – Post Reminder of Application Workshop

December 14, 2022 – Applicant Workshop

December 19, 2022-January 9, 2023 – Schedule Applicant Help Sessions

January 6, 2023 – Final Applications Due/Application Packets to CDAC

January 11, 2023 – CDAC Review Application Procedure

January 25, 2023 – CDAC Review Applications

February 8, 2023 – CDAC Open Mic

February 22, 2023 – CDAC Final Review

February 28, 2023 – CDAC Recommendations to Select Board; Notice Public Hearing

March 14, 2023 – Public Hearing

March 23, 2023 (or before) – CDAC Approved Project Review; Submit 2021 Projects to County

Highlighted dates are CDAC meetings

Town of Bridgton
Community Development Department

MEMORANDUM



To: Town of Bridgton Selectboard
From: Tori Hill, Community Development Director
RE: Comprehensive Plan Consulting
Date: 2/7/23

Dear Selectboard Members,

Attached you'll find the following:

- Budget projection prepared by our Finance Director, Holly Heymann
- Approved carry forward requests from FY 22 to FY 23
- Page 5 of the comprehensive planning manual from the State Planning Office
- Our research on other municipalities with the help of Deputy Town Manager, Georgiann Fleck

Due to changes in the Community Development Department Staff, our approved carry-forward from FY 22, and \$27,635 in reimbursement for CDBG administration, our department will finish FY 23 with an unspent balance of **\$83,099.30** in payroll.

After research and discussions with Town of Bridgton staff, committee members, and other municipal leaders, the CD department feels that using \$75-80k these funds to hire a consultant for our comprehensive plan is the best path forward. This consultant will work with the CD department to oversee the timeline, drafting, and state compliance for the plan. Our office, in partnership with the Comprehensive Plan Update Task Force and Vision Bridgton will ensure the plan is well-informed by our citizens and the research prepared by the task force.

The Open Space Plan survey received 620 responses, which accounts for over 11% of our population. This is a massive turn out for a survey, and it shows us that hiring outside professionals to work with folks who have boots on the ground is a successful model. The comprehensive plan will guide the future of Bridgton, and we'd like to invest our existing budget into ensuring compliance, timeliness, and best-practices. Expanding our team by contracting professional planners will get us the best product possible.

Thank you for your time,

Tori Hill
Community Development Director

Name	Budget Amt	YTD Balance to 11/18/2022	Forecast to 6/30/23	CDBG Award Credit	Forecast Actual 6/30	Unspent Balance
Tori Hill	\$ 76,470.00	\$ 26,508.41	\$ 40,538.39	\$ (4,000.00)	\$ 63,046.80	\$ 13,423.20
Keri Montague	\$ 85,790.00	\$ 9,133.60	\$ 30,616.00	\$ (23,635.70)	\$ 16,113.90	\$ 69,676.10
TOTALS	\$ 162,260.00	\$ 35,642.01	\$ 71,154.39	\$ (27,635.70)	\$ 79,160.70	\$ 83,099.30

Keri thru Pay Date 4/7/2023	\$ 19,616.00
Keri 4/14-6/30/2023	\$ 11,000.00
	<u>\$ 30,616.00</u>

**Carry Forward Requests
Fy 22 to Fy 23**

Approved BOS 8/23/2022

Department	Acct #	Account Name	Purpose	Amount	Approved Amt	Justification
Other Governmental	029-9-9010	Contingency	Unexpected Expenses	\$ 51,793	\$ 51,793	Rising costs, construction, unanticipated expenses
Pondcherry Park	076-5-5060	Grounds Maint	Trail work, clean-up	\$ 5,113	\$ 5,113	Work on trails, invasive plant removal, general maint
Capital Projects	294-7-7500	Road/Sidewalk	Sidewalk repair	\$ 8,894	\$ 8,894	Sidewalk repair, reconstruction/Encumbered
Capital Projects	294-7-7501	Paving	Road paving	\$ 898,841	\$ 898,841	Inner-Corridor Project/Encumbered
Community Dev	014-1-1020	Hourly Wages	Dep CDD	\$ 34,753	\$ 34,753	CDBG Admin Offset/Comp Plan LD2003 Projects
Community Dev	014-1-1020	Hourly Wages	Dep CDD	\$ 1,429	\$ 1,429	Unused/Comp Plan LD2003 Projects
Community Dev	014-1-1040	Overtime Wages	Dep CDD	\$ 1,115	\$ 1,115	Unused/Comp Plan LD2003 Projects
Community Dev	014-4-4250	Engineering Service	Project engineering	\$ 500	\$ 500	Project engineering
Community Dev	014-6-6180	Printing	Material printing	\$ 1,000	\$ 1,000	Comp Plan
Civil Emergency	034-4-4270	Comm & Tech	Communication & Tech	\$ 1,770	\$ 1,770	Drone controller
Police	031-1-1020	Hourly Wages	Officer Pay	\$ 28,000	\$ 28,000	Offset cost of new hire and OT w/new payscale
Police	031-5-5020	Equip Contracts	Accreditation	\$ 1,000	\$ 1,000	Software contract for accreditation
Police	031-7-7200	Equipment	Computers	\$ 1,800	\$ 1,800	Desktop computer replacement
Police	031-7-7300	Vehicles	Vehicles	\$ 5,500	\$ 5,500	Offset cost of new cruiser equipment
Public Works	051-3-3220	Cold Patch	Road repair	\$ 8,000	\$ 8,000	Price increase, roads are in need of repair
Public Works	051-3-3230	Salt	Salt	\$ 45,211	\$ 45,211	Price increase, unpredictable weather
Public Works	051-3-3240	Sand	Sand	\$ 25,082	\$ 25,082	Price increase, unpredictable weather
Public Works	051-3-3260	Dust Control	Dust Control	\$ 4,860	\$ 4,860	Price increase, unable to purchase due to supply
Public Works	051-5-5090	Equip rental	Equip rental	\$ 4,626	\$ 4,626	Additional Summer projects
Veh Maint	053-3-3290	Diesel	Diesel	\$ 45,685	\$ 45,685	Price increase
Veh Maint	053-5-5040	Outside Repair	Outside Repair	\$ 18,834	\$ 18,834	Still have FY22 Project outstanding
Pondcherry	076-5-5060	Grounds Maint	Grounds Maint	\$ 5,113	\$ -	DUPLICATE
Employee Benefits	292-2-2040	HRA	Health Reimb Account	\$ 6,500	\$ 6,500	Transfer to HIP (Health Incentive Program)
TOTAL				\$ 1,205,419	\$ 1,200,306	
Employee Benefits	292-2-2040	HRA	Health Reimb Account	\$ 12,000	\$ 12,000	Transfer to HIP Approved TM 11/15/2022
New Total				\$ 1,212,306		

Notes:

Encumbered costs

Comprehensive Planning:

A MANUAL FOR MAINE COMMUNITIES



By Evan Richert and Sylvia Most



A manual for Maine's communities

time. Any consulting relationship should be in writing, in the form of a contract. Make sure the contract addresses the issue of the consultant's involvement after the plan has been submitted to the State Planning Office for review in case revisions are needed.

If the committee wants to carry out the plan by itself, it should understand the scope of the task and make sure it has committee members with the skills, time, and commitment to execute it. Leadership and coordination will be especially important: it must be provided by municipal officers or town staff and by a highly committed chairperson or steering committee. A warning is in order: Many towns start out trying to do the work themselves, but then flounder and later backtrack to hire a consultant. If you plan to do the work yourselves, make sure that you're being realistic.

Three Important Sources of Information

Throughout this manual, you will be referred to sources of information. However, three sources should be especially kept in mind:

1. Maine State Planning Office – This office administers Maine's Growth Management Program and assigns a staff person to each region of the state to provide general advice and assistance. For each town undertaking a comprehensive plan, the office, with the help of other state agencies, compiles information called the "Comprehensive Planning Resource Package." This resource package contains a great deal of town-level information from the various state agencies. Maine State Planning Office's web site, which also includes economic data and a number of planning publications, is <http://www.maine.gov/spo/>.
2. Maine Office of Geographic Information Systems (MeGIS) – As noted above, MeGIS is a source of and clearinghouse for many digital maps useful to comprehensive planning in Maine. Its web site is <http://megis.maine.gov/>.
3. Regional Councils – Each region is served by a regional council, which is a source of maps, data, regional demographic and economic projections, and technical assistance to municipalities. The eleven regional councils are listed in Figure 1-1 on the following page.

Town Name	Consulting	Name	Cost	Notes
Nicholas Nadeau - Blue Hill	Yes	Berry Dunn FHI	\$116,000 (2 fiscal years)	contract/rfp attached
Anne Krieg - Bangor	Yes	North Star	\$180,000 (18 month project)	suggestions in email
Nathan Tupper - Yarmouth	in process		budget \$110,000	
Bill Shane- Cumberland	Yes	COG		suggests GPCOG
Rick Bronson - Lincoln	Yes	KVCOG	\$25,000	
Mark Robinson- Fayette	Yes	Gwen Hilton	\$15,000	
Jack Clukey-Dover- Foxcroft	Yes			
Stephen Fields- Corinth	Yes	didn't say	\$210,000 (split -2 towns)	suggestion in email
Andrew Dorr- Damariscotta	Yes	Musson Group	\$60,000	
Tom Luttrell- Rockland	Yes	GPCOG	\$72,500	suggests GPCOG
Anthony Ward- Casco	Yes	Northstar Planning	\$66,000-\$73,000	
Tremont	Yes	KVCOG	\$7,000 and pay them by hour	See email
Erica LaCroix- Winslow				

Victoria Hill

From: Georgiann M Fleck
Sent: Wednesday, November 16, 2022 1:37 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Comp Plan

FYI

From: Nat Tupper <ntupper@Yarmouth.me.us>
Sent: Wednesday, November 16, 2022 12:56 PM
To: Georgiann M Fleck <gmfleck@bridgtonmaine.org>
Subject: Comp Plan

We recently went out with an RFP, and we disclosed our budget (\$180,000). We had 3 responses: North Star, Berry Dunn, and Stantec. Berry Dunn was already under contract with us for some prior work (Community Visioning) and so was lowest cost, with the other two just under the cap. Our selection team North Star and we will execute a contract with them soon (18 month project).

All three were very good. (My personal favorite was Stantec).

Nathaniel J. Tupper, Town Manager
Town of Yarmouth, Maine
200 Main Street Yarmouth Maine 04096
Ph: (207) 846-9036 Ext 209
ntupper@yarmouth.me.us

Victoria Hill

From: Georgiann M Fleck
Sent: Wednesday, November 16, 2022 1:35 PM
To: Victoria Hill; Keri Montague
Subject: FW: Comprehensive Plan Consultant

FYI

From: Nicholas Nadeau <nnadeau@bluehillme.gov>
Sent: Wednesday, November 16, 2022 1:30 PM
To: Georgiann M Fleck <[gmflex@bridgtonmaine.org](mailto:gmfleck@bridgtonmaine.org)>
Subject: Re: Comprehensive Plan Consultant

You don't often get email from nnadeau@bluehillme.gov. [Learn why this is important](#)

Hi Georgiann,

Could you share the results you get from this? We are in the early process of this and would love to know what you find out.

Thank you so much,

~Nick

Dr. Nicholas Nadeau
Town Administrator
Town of Blue Hill
18 Union St. Blue Hill, Maine
E: nnadeau@bluehillme.gov
P: (207) 374-2281
F: (207) 374-9935

PRIVACY & CONFIDENTIAL NOTICE: This message is for the designated recipient only and may contain privileged, confidential or otherwise private information. If you have received it in error, please notify the sender immediately and delete the original. Any other use of an e-mail received in error is prohibited.

On Nov 16, 2022, at 11:55 AM, Georgiann M Fleck <[gmflex@BRIDGTONMAINE.ORG](mailto:gmfleck@BRIDGTONMAINE.ORG)> wrote:

Good Morning,

The Town of Bridgton is beginning the process of updating our comprehensive plan and we are exploring the idea of bringing on a consultant. We would appreciate it if you could answer the following questions:

1. Who was your chosen consulting firm?
2. How much did their services cost your town?

Victoria Hill

From: Georgiann M Fleck
Sent: Wednesday, November 16, 2022 1:36 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Comprehensive Plan Consultant
Attachments: Comprehensive Plan - Executed Contract - Berry Dunn McNeil & Parker, LLC (dba BerryDunn).pdf

FYI

From: Krieg, Anne M. <anne.krieg@bangormaine.gov>
Sent: Wednesday, November 16, 2022 1:05 PM
To: Georgiann M Fleck <[gmflex@bridgtonmaine.org](mailto:gmfleck@bridgtonmaine.org)>
Subject: FW: Comprehensive Plan Consultant

You don't often get email from anne.krieg@bangormaine.gov. [Learn why this is important](#)

Hey Georgiann!

We are using consultants for the comprehensive plan in Bangor. We are using Berry Dunn with FHI Consultants. The contract is funded over 2 fiscal years at an overall cost of \$116,000. This amount does not include printing and mailings for public outreach.

I have attached the contract and the RFP I prepared.

Do not hesitate to ask follow-up questions!

Hope all is well!

amk

Anne Krieg AICP
Bangor Planning Officer

From: O'Donnell, Courtney <courtney.odonnell@bangormaine.gov>
Sent: Wednesday, November 16, 2022 12:07 PM
To: Krieg, Anne M. <anne.krieg@bangormaine.gov>
Subject: FW: Comprehensive Plan Consultant

Sending to you as I assume you have the information she's seeking. 😊

From: Georgiann M Fleck <[gmflex@BRIDGTONMAINE.ORG](mailto:gmfleck@BRIDGTONMAINE.ORG)>
Sent: Wednesday, November 16, 2022 11:55 AM
To: MTCMA@LIST.MTCMA.ORG
Subject: Comprehensive Plan Consultant



CITY OF BANGOR

**Contract Agreement
between
The City of Bangor
and
Berry Dunn McNeil & Parker, LLC (dba BerryDunn)**

This CONTRACT made this 12th day of November, 2021, between the City of Bangor (hereinafter referred to as the "CITY") and Berry Dunn McNeil & Parker, LLC (dba BerryDunn), (hereinafter referred to as the "CONSULTANT").

The parties noted above agree as follows:

Article 1: Statement of Services:

In consideration of the promises herein contained, the CONSULTANT agrees to perform the following services:

Prepare the 2022 Comprehensive Plan in close coordination with City staff. All work will be in accordance with the Request for Proposals, dated August 10, 2021, Exhibit A; Addendum #1, dated August 30, 2021, Exhibit B; and CONSULTANT's bid submission, dated September 15, 2021, Exhibit C.

Article 2: CONSULTANT's Performance

CONSULTANT accepts the relationship of trust and confidence established between itself and the CITY by this AGREEMENT and agrees to perform the services hereunder in the best and most expeditious and economical manner consistent with the interests of the CITY. The CONSULTANT shall be, and remain, fully responsible to the CITY for the technical completeness, sufficiency and accuracy of all professional services furnished by or under this AGREEMENT and shall, without additional cost or fee to the CITY, correct and revise any errors or deficiencies in its performance including payment of attorney's fees.

CONSULTANT agrees to perform in accordance with all reasonable requirements of the CITY. CITY agrees to cooperate in helping to implement any timeframe established. In the event of delay for reasons beyond its control and not its fault, CONSULTANT may request necessary adjustments to said time frame. The CITY'S representative may approve any adjustments and said approval will not be unreasonably withheld.

Article 3: City Representative:

The CITY shall assign an authorized representative, who shall act as the CITY'S representative in all dealings with the CONSULTANT for the project. CONSULTANT'S performance hereunder shall be subject to said representative's review and approval.

Article 4: City Responsibility:

CITY agrees to furnish or provide access to CONSULTANT any information or material in its possession, the disclosure of which is not otherwise prohibited by law, which is relevant to CONSULTANT'S performance hereunder and CITY'S staff will cooperate with CONSULTANT. CONSULTANT will not, without the CITY'S written consent, disclose, or permit disclosure, by any officer, employee, agent, or subcontractor or subconsultant, or employee or agent of any subcontractor or subconsultant of CONSULTANT of any information or material furnished or generated pursuant to this AGREEMENT.

Article 5: Permits, Licenses and Compliance with Law

In connection with the work to be performed, the CONSULTANT at their own expense, agrees to comply with all laws, ordinances, codes and regulations applicable to the performance of work hereunder.

Article 6: Definitions

1. The term "CITY" shall mean the City of Bangor.
2. The term "CONSULTANT" shall mean shall mean Berry Dunn McNeil & Parker, LLC (dba BerryDunn), the firm entering into this CONTRACT to perform work or services for the CITY.
3. The term "DAYS" shall mean calendar days.
4. The term "WORK" shall include all obligations, duties, requirements and responsibilities required for the successful completion of this CONTRACT by the CONSULTANT including furnishing of all supervision, labor, materials, equipment and other supplies, in accordance with the terms and conditions set forth herein.

Article 7: Responsibilities of CONSULTANT

1. Obtain all necessary licenses and permits at their own expense.
2. Provide competent superintendence.

3. Take all precautions necessary to protect persons or property against injury or damage and be responsible for any such injury or damage as a result of their fault or negligence.
4. Perform the work diligently and without unnecessarily interfering with the work of other contractors or any other activities of the CITY.

Article 8: Contract Amount

The prices must be those figures listed on the CONSULTANT's bid submission, dated September 15, 2021, Exhibit C and must remain firm for the duration of this CONTRACT. Any invoices showing a price other than the approved figures will not be valid, therefore only the original contract amount will be paid.

Article 9: Term of Contract:

The CONTRACT shall be effective upon execution and continue through January 31, 2023. Timeline is subject to change with prior approval from the CITY.

Article 10: Labor, Materials, Equipment, Etc.

The CONSULTANT agrees to furnish all labor, materials, supervision, tools, equipment and all other items of expense, except as otherwise specified herein, required to complete this CONTRACT.

Article 11: Taxes

Unless otherwise specifically provided elsewhere, the CONSULTANT shall not pay any sales and use taxes on labor, materials and personal property used or purchased for use in connection with the work.

Article 12: Indemnification

The CONSULTANT shall indemnify and hold harmless the CITY from and against all claims and actions, and all expenses incidental to such claims or actions, based upon or arising out of damage to property or injuries to persons or other tortious acts to the extent caused by the CONSULTANT or anyone acting under its direction or control or in its behalf in the course of its performance under this CONTRACT, provided the CONSULTANT's aforesaid indemnity and hold harmless agreement shall not be applicable to any liability to the extent it is based upon the negligence of the CITY.

The CONSULTANT hereby expressly agrees that it will defend, indemnify and hold the CITY harmless from any and all claims made or asserted by CONSULTANT's agents, servants or employees arising out of CONSULTANT activities under this CONTRACT. For this purpose, CONSULTANT hereby expressly waives any and all immunity it may have under Maine's Workers Compensation Act in regard to such claims made or

asserted by CONSULTANT's agents, servants or employees. The indemnification provided under this paragraph shall extend to and include any and all costs incurred by the CITY to answer, investigate, defend and settle all such claims, including but not limited to the CITY's costs for attorney's fees, expert and other witness fees, the cost of investigators, and payment in full of any and all judgments rendered in favor of CONSULTANT's agents, servants or employees against the CITY in regard to claims made or asserted by such agents, servants or employees.

Article 13: Laws, Ordinances and Work Rules

The CONSULTANT shall comply with all applicable laws and regulations and shall fully indemnify, save harmless and protect the CITY, the CITY's successors, assigns, agents, customers, affiliates, and agents and employees of all of them against any loss, claim liability damage, and expense arising from the CONSULTANT's actual or alleged noncompliance with such laws and regulations.

Article 14: Insurance

The CONSULTANT shall arrange insurance for the minimum limits indicated and shall maintain the below listed coverage throughout the period of performance.

	<u>LIMITS</u>
a. Workers' Compensation Insurance	Statutory
Employer's Liability Insurance	\$100,000 each accident \$500,000 disease - policy unit \$100,000 disease - each empl.
b. Comprehensive General Liability (Public Liability) Insurance including:	
General Liability	\$1,000,000 aggregate
Products, Completed Operations	\$1,000,000 aggregate
Personal & Advertising Injury	\$ 500,000
Each Occurrence	\$ 500,000
Fire Damage	\$ 50,000 any one fire
Medical Expense	\$ 5,000 any one person
c. Automobile Liability Insurance (owned, hired & non-owned):	
Bodily Injury & Property Damage	\$1,000,000 combined single limit
d. Professional Liability Insurance	\$1,000,000 aggregate
e. The CONSULTANT shall provide a waiver of any rights of subrogation which the CONSULTANT may have against the CITY, its agents or its employees.	
f. Before any of the work is started under this CONTRACT, the CONSULTANT shall file with the Purchasing Department a certificate of insurance containing the following information in respect to all insurance carried:	

1. Name of insurance company, policy number and expiration date;
2. The coverage required and the limits on each, including the amount of deductible or self-insured retentions (which shall be for the account of the CONSULTANT);
3. A statement indicating that the CITY shall receive thirty (30) days notice of cancellation or significant modification of any of the policies which may affect the CITY's interest; and
4. The CITY as an additional insured (except Workers' Compensation Insurance).

Article 15: Independent CONSULTANT

The CONSULTANT shall at all times be an Independent CONSULTANT in performing the work under this CONTRACT including any addition thereon and shall furnish all supervision and direction required to complete the work.

Article 16: Termination of Contract

Termination for Convenience: The CITY may terminate this CONTRACT, in whole or in part, whenever the CITY determines that such termination is in the best interest of the CITY, without showing cause, and upon giving thirty (30) days written notice to the CONSULTANT. The CITY will pay all invoices for services up to the date of termination. The CONSULTANT will not be reimbursed for any profits that may have been anticipated but have not been earned up to the date of termination.

Termination for Default: When the CONSULTANT has not performed or has unsatisfactorily performed this CONTRACT, the CITY may terminate this CONTRACT for default. Upon termination for default, payment may be withheld at the discretion of the CITY. Failure on the part of the CONSULTANT to fulfill contractual obligations shall be considered just cause for termination of this CONTRACT.

Article 17: Equal Employment Opportunity

The CONSULTANT agrees not to discriminate against any employee or applicant for employment because of age, race, color, religion, sex or national origin. The CONSULTANT shall comply with applicable laws, Executive Orders, and regulations concerning nondiscrimination in employment, including the Equal Opportunity Clause of Section 202, Executive Order 11246, as amended, which is hereby incorporated by reference.

Lease Between the State of Maine and the Town of Bridgton

THIS LEASE is entered into between the STATE OF MAINE, acting by and through the Director of the BUREAU OF PARKS AND LANDS of the DEPARTMENT OF CONSERVATION pursuant to 12 M.R.S.A. Section 1814, and as authorized by the Commissioner and the Governor as set forth in Exhibit A hereto (hereinafter referred to as the "State"), and the TOWN OF BRIDGTON, Maine, acting by and through its Selectmen (hereinafter referred to as the "Town").

NOW THEREFORE, the parties hereto, for themselves and their respective successors and assigns, do hereby mutually covenant and agree as follows:

1. The State hereby leases to the Town, for the purposes and subject to the terms and conditions hereinafter set forth, the property known as Sabatie Island and further described in the Cumberland County Registry of Deeds, Plan Book 3084, Page 135 (hereinafter referred to as the Property).
2. The Town shall have responsibility over the Property and shall dedicate the same exclusively to outdoor recreational and open space purposes for use by members of the general public, without regard to race, religion, color, creed, national origin, or place of residence (except as provided in Section 6 hereof), according to reasonable rules and regulations established pursuant to Section 5 hereof. "Recreational and open space purposes" may include, but are not limited to such public uses as picnicking, bathing, hiking, launching and retrieving of watercraft, and the protection of natural areas and natural beauty.
3. Development on the Property may include outdoor recreational facilities and support structures for outdoor recreational activities, such facilities to include toilets, storage buildings, and parking areas, all as approved in advance and in writing by the State.
4. The Town shall operate, maintain and administer the Property and its facilities in good order and condition and otherwise in a manner so as to present an attractive and inviting appearance to the general public and protect its natural beauty. The Town shall maintain and operate the Property and its facilities and its sanitation, sanitary and other facilities in accordance with all applicable federal, State and local public health and other laws and regulations. The Town shall be responsible for the removal of trash and litter from the Property, for maintenance of the access road to the Property, and for provision of police protection for the Property.
5. The Town shall, from time to time, establish and enforce such rules and regulations as may be reasonably necessary to provide for proper and safe use of the Property and facilities and for the adequate protection thereof. Such rules and regulations shall be nondiscriminatory, in accordance with the terms of Section 2 of this Agreement, and shall have the prior written approval of the State.
6.
 - a. With the prior written approval of the State, the Town may establish reasonable public user fees for the Property. All fees collected, together with any other income derived by the Town from the use of the Property or its facilities, shall be credited to a separate, nonlapsing, dedicated revenue account established by the Town to be used to help defray any operational or maintenance costs connected with the Property or its facilities. There may be a reasonable difference between the fees charged residents of the Town and the fees charged nonresidents, provided that such difference bears a reasonable relation to the cost or value of the services and benefits which the Town provides to or on account of the Property.
 - b. The Town shall maintain adequate records of the account hereunder established, showing all sources of income and revenue and the disposition thereof. Said records shall be verified in the Town's annual audit, and shall be available for inspection by the State or its agents at any reasonable time or times.
 - c. The Town shall not sell, assign, transfer, lease, sublease, license, or otherwise dispose of any part of the Property or the facilities thereon without the State's prior, written approval.

7. The term of this lease shall be year to year beginning October 1, 2003, renewable automatically unless terminated by written notice by either party as provided herein.
8. a. The State may, at its discretion and at any time, terminate this lease by giving one (1) year written notice thereof to the Town, provided that the State may terminate upon the Town's default upon 30 days written notice. In the event of any termination of this lease, including the Town's default, the State may immediately or at any time thereafter, re-enter the Property and take full legal and equitable possession of all property and facilities whether real, personal, or mixed, thereon located.

b. Anything contained herein to the contrary notwithstanding, the Town may terminate this lease unilaterally to be effective one (1) year after written notification to the State, with the Town being responsible for the operation and maintenance for the full twelve (12) month period between notification and actual termination.
9. The Town understands and agrees that by executing this lease and receiving the benefits hereof, it is, for the terms of this lease and any renewal thereof, irrevocably binding itself to operate, maintain and care for the Property and any facilities now or hereafter located thereon, all at its sole costs and expense in accordance with the provisions of this lease.
10. The Town shall indemnify, defend, hold and save the State harmless from and against any claims, losses, liabilities, costs, expenses, damages or other obligations of any nature (including court costs and counsel fees) in any way arising out of or in connection with the use, occupation, construction, repair or maintenance of the Property or its facilities, or any accident or occurrence thereon or in connection therewith.
11. The Town shall submit annually to the State a report of the utilization of the Property for the reporting period, and a general plan of operation setting forth the measures to be taken by the Town during the ensuing year to effectuate or continue to fulfill the purposes of this lease.
12. The State and its agents shall have full and free access to the Property and its facilities for purposes of inspection thereof or exercise of the rights available to the State pursuant to Section 8 hereof.
13. The Town agrees to uphold the State's retention, development, and operation commitments to the federal government regarding all the laws and regulations pertaining to use of Land and Water Conservation Fund monies that may be obtained for this Property.
14. Insurance Requirements. Permission is granted for the Town to insure the Property in any manner that it may deem necessary or appropriate. However, nothing in this document nor the existence of any insurance purchased by the Town shall waive the State's immunity granted in the Maine Tort Claims Act under section §8104-B. Immunity notwithstanding waiver which says that "Notwithstanding section 8104-A, a governmental entity is not liable for any claim which results from: 6. Leasing of governmental property. The leasing of governmental property, including buildings, to other organizations."

The State retains its right to revise these stated Insurance Requirements during the course of the lease should a statutory revision be made to Title 14, §8102, Chapter 741 (Tort Claims) which might necessitate a change.

IN WITNESS WHEREOF, the parties hereto have hereunto subscribed their names as of the dates indicated.

STATE OF MAINE

WITNESS: Thomas Marin

By: David Soucy
David Soucy, Director
Bureau of Parks and Lands,
Maine Department of Conservation

DATE: 12/02/03

TOWN OF BRIDGTON

WITNESS: Laurie L. Chadbourne
Laurie L. Chadbourne, Town Clerk

By: Bridgton Board of Selectmen

Robert J. McHatton, Sr.
Robert J. McHatton, Sr., Chair

Edward H. Hatch
Edward H. Hatch, Vice Chair

Robert F. Woodward
Robert F. Woodward

Earl M. Cash
Earl M. Cash

Arthur D. Triglione, Sr.
Arthur D. Triglione, Sr.

Date: October 28, 2003

Victoria Hill

From: Georgiann M Fleck
Sent: Wednesday, November 16, 2022 1:38 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Comprehensive Plan Consultant

FYI

From: William Shane <wshane@cumberlandmaine.com>
Sent: Wednesday, November 16, 2022 12:33 PM
To: Georgiann M Fleck <gmflex@bridgtonmaine.org>
Subject: RE: Comprehensive Plan Consultant

Hi Georgiann,

Your timing is unbelievable, we were just talking about this two minutes ago. Our last plan that was adopted in 2009 and updated in 2014, cost us initially \$40,000 for outside consultants. It was completed for about \$60,000. I am estimating this one to be closer to \$100,000. The survey itself analyzed and in report form will be nearly \$50,000 (our last survey mailed to each resident was nearly 10 pages with over 100 pages of data returned and reported by Market/ Planning Decisions.) Falmouth just started and I believe Nathan will be nearly double what we are estimating. I am curious if people will be honest in their cost reporting because of the big numbers. Call Kristina Eagan at GPCOG, they could help you too - at least with a \$\$ number.

Good luck and thank you for tackling this. My budget number will be \$110,000 and I estimate it will take about 2.5 years to complete.

Survey& Mailing	\$50,000
Maps and GIS Data & Publishing	\$50,000
Miscellaneous – 10%	\$10,000

Drafting of text will be with Town Staff with help from our GIS consultant.

Say \$110,000

Bill



William R. Shane P.E.
Town Manager
Town of Cumberland
207 829 2205
207 829 4264 direct
207 232 5258 cell
207 829 2224 fax
www.cumberlandmaine.com
290 Tuttle Road, Cumberland, Maine 04021



Victoria Hill

From: Georgiann M Fleck
Sent: Wednesday, November 16, 2022 1:39 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Comprehensive Plan Consultant

From: Town Manager <Town.Manager@lincolnmaine.org>
Sent: Wednesday, November 16, 2022 12:31 PM
To: Georgiann M Fleck <gmfleck@bridgtonmaine.org>
Subject: RE: Comprehensive Plan Consultant

County Council of Governments

Rick Bronson
Lincoln

From: Georgiann M Fleck <gmfleck@BRIDGTONMAINE.ORG>
Sent: Wednesday, November 16, 2022 11:55 AM
To: MTCMA@LIST.MTCMA.ORG
Subject: Comprehensive Plan Consultant

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

The Town of Bridgton is beginning the process of updating our comprehensive plan and we are exploring the idea of bringing on a consultant. We would appreciate it if you could answer the following questions:

1. Who was your chosen consulting firm?
2. How much did their services cost your town?

I would appreciate any feedback you could provide. You can email me directly at gmfleck@bridgtonmaine.org

Thank you
Georgiann M. Fleck, Deputy Town Manager
Town of Bridgton

To unsubscribe from the MTCMA list, click the following link:
<https://LIST.MTCMA.ORG/scripts/wa-MTCMA.exe?SUBED1=MTCMA&A=1>

Victoria Hill

From: Georgiann M Fleck
Sent: Wednesday, November 16, 2022 1:39 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Comprehensive Plan Consultant

FYI

From: Mark Robinson <fayette@myfairpoint.net>
Sent: Wednesday, November 16, 2022 12:23 PM
To: Georgiann M Fleck <gmfleck@bridgtonmaine.org>
Subject: RE: Comprehensive Plan Consultant

Hi Georgiann, we recently completed ours and used our County COG (KVCOG) cost was around \$25K. Not sure if GPCOG still does the same but it may be worth a call.

Best Mark

Mark Robinson, Town Manager
Town of Fayette

From: Georgiann M Fleck [<mailto:gmfleck@BRIDGTONMAINE.ORG>]
Sent: Wednesday, November 16, 2022 11:55 AM
To: MTCMA@LIST.MTCMA.ORG
Subject: Comprehensive Plan Consultant

Good Morning,

The Town of Bridgton is beginning the process of updating our comprehensive plan and we are exploring the idea of bringing on a consultant. We would appreciate it if you could answer the following questions:

1. Who was your chosen consulting firm?
2. How much did their services cost your town?

I would appreciate any feedback you could provide. You can email me directly at gmfleck@bridgtonmaine.org

Thank you
Georgiann M. Fleck, Deputy Town Manager
Town of Bridgton

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<https://LIST.MTCMA.ORG/scripts/wa-MTCMA.exe?SUBED1=MTCMA&A=1>

Victoria Hill

From: Georgiann M Fleck
Sent: Wednesday, November 16, 2022 1:40 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Comprehensive Plan Consultant

FYI

From: Jack Clukey <jclukey@dover-foxcroft.org>
Sent: Wednesday, November 16, 2022 12:10 PM
To: Georgiann M Fleck <gmfleck@bridgtonmaine.org>
Subject: RE: Comprehensive Plan Consultant

Hello,
Dover-Foxcroft worked with Gwen Hilton (Starks Maine) back in 2015-2016 on a major update and revision to our comp plan. As I recall it was around 15K. We still work with Gwen on land use issues, updates to the land use ordinance, subdivision regs, updates to the comp plan etc.

Jack Clukey, Town Manager
Town of Dover-Foxcroft
48 Morton Avenue Suite A
Dover-Foxcroft Maine 04426
Tel: (207) 564-3318 x1014
jclukey@dover-foxcroft.org
dover-foxcroft.org

From: Georgiann M Fleck <gmfleck@BRIDGTONMAINE.ORG>
Sent: Wednesday, November 16, 2022 11:55 AM
To: MTCMA@LIST.MTCMA.ORG
Subject: Comprehensive Plan Consultant

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Thank you
Georgiann M. Fleck, Deputy Town Manager
Town of Bridgton

Victoria Hill

From: Georgiann M Fleck
Sent: Wednesday, November 16, 2022 1:40 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Comprehensive Plan Consultant

FYI

From: Manager <Manager@townofcorinth.com>
Sent: Wednesday, November 16, 2022 12:08 PM
To: Georgiann M Fleck <gmfleck@bridgtonmaine.org>
Subject: RE: Comprehensive Plan Consultant

Georgiann,

I am in the process of same steps for Corinth. I would greatly appreciate to see your findings. Thank you. Stephen

Stephen N. Fields, IPMA-SCP
Town Manager

Town of Corinth
P.O. Box 309
31 Exeter Road
Corinth, Maine 04427

manager@townofcorinth.com

207.285.3271 Phone
207.285.7529 Fax

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From: Georgiann M Fleck <gmfleck@BRIDGTONMAINE.ORG>
Sent: Wednesday, November 16, 2022 11:55 AM

Victoria Hill

From: Georgiann M Fleck
Sent: Wednesday, November 16, 2022 5:12 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Comprehensive Plan Consultant

FYI

From: Andrew Dorr <adorr@damariscottame.com>
Sent: Wednesday, November 16, 2022 3:50 PM
To: Georgiann M Fleck <[gmflex@bridgtonmaine.org](mailto:gmfleck@bridgtonmaine.org)>
Subject: Re: Comprehensive Plan Consultant

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

We hired a town planner and tasked them with the lion's share of getting the plan completed. There will surely be some outside resources that will need to be contracted for targeted data or analysis needs, but my understanding is that this was a much cheaper approach AND it provides us with an in-house staff resource for site plan review and other town initiatives. We actually share the position with a neighboring town and the total cost is approx \$100k/year (\$50k for our share) plus another \$20k or so in funds for hiring out services, website creation, etc... This is expected to be a 3-year endeavour so we'd be looking at an estimated \$150k in staff resources (of course that includes the additional work they can complete) and \$60k for supporting service fees, materials, etc...for a grand total (estimated) \$210k.

I have heard of other bids ranging upwards of \$150k + incidentals and of course they would not receive additional support for various town projects or site plan review. Of course, this could all change as they really get into the plan.

Best

On Wed, Nov 16, 2022 at 12:05 PM Georgiann M Fleck <[gmflex@bridgtonmaine.org](mailto:gmfleck@bridgtonmaine.org)> wrote:

Good Morning,

The Town of Bridgton is beginning the process of updating our comprehensive plan and we are exploring the idea of bringing on a consultant. We would appreciate it if you could answer the following questions:

1. Who was your chosen consulting firm?
2. How much did their services cost your town?

I would appreciate any feedback you could provide. You can email me directly at [gmflex@bridgtonmaine.org](mailto:gmfleck@bridgtonmaine.org)

Victoria Hill

From: Georgiann M Fleck
Sent: Wednesday, November 16, 2022 5:12 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Comprehensive Plan Consultant

FYI

From: Tom Luttrell <tluttrell@rocklandmaine.gov>
Sent: Wednesday, November 16, 2022 3:13 PM
To: Georgiann M Fleck <gmfleck@bridgtonmaine.org>
Subject: RE: Comprehensive Plan Consultant

You don't often get email from tluttrell@rocklandmaine.gov. [Learn why this is important](#)

Hi Georgiann

The City of Rockland just updated our comps plan and used the Musson Group for our consulting firm and I believe the cost was around \$60k after all was done as we kept adding to the contract

Tom Luttrell
City of Rockland
City Manager

From: Georgiann M Fleck <gmfleck@BRIDGTONMAINE.ORG>
Sent: Wednesday, November 16, 2022 11:55 AM
To: MTCMA@LIST.MTCMA.ORG
Subject: Comprehensive Plan Consultant

Good Morning,

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Thank you
Georgiann M. Fleck, Deputy Town Manager
Town of Bridgton

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<https://LIST.MTCMA.ORG/scripts/wa-MTCMA.exe?SUBED1=MTCA&A=1>

Victoria Hill

From: Georgiann M Fleck
Sent: Wednesday, November 16, 2022 5:13 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Comprehensive Plan Consultant

Received and thank you

From: Anthony Ward <award@cascomaine.org>
Sent: Wednesday, November 16, 2022 2:55 PM
To: Georgiann M Fleck <gmfleck@bridgtonmaine.org>
Subject: RE: Comprehensive Plan Consultant

Georgiann,

The Town of Casco started the review process of our Comprehensive Plan last year and anticipate completing it this spring. We obtained quotes from two vendors and went with Greater Portland Council of Governments (GPCOG). GPCOG offered a substantially more engaging process for our residents for a comparable price of the other bid. I would say that GPCOG was worth every cent that we have paid them for their service. We signed a contract of \$72,500 for this service.

GPCOG utilized a 5-day charrette for the community engagement. This process received almost universal praise and fostered actual excitement towards the project. If you would like any additional feedback about GPCOG in this role, please do not hesitate to contact me.

Tony

Anthony Ward
Town Manager
Town of Casco
207-627-4515 Ext. 201
www.cascomaine.org
www.facebook.com/townofcascomaine

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From: Georgiann M Fleck <gmfleck@BRIDGTONMAINE.ORG>
Sent: Wednesday, November 16, 2022 11:55 AM
To: MTCMA@LIST.MTCMA.ORG
Subject: Comprehensive Plan Consultant

Good Morning,

Victoria Hill

From: Georgiann M Fleck
Sent: Thursday, November 17, 2022 4:26 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Comprehensive Plan Consultant

FYI

From: Town of Tremont <manager@tremont.maine.gov>
Sent: Thursday, November 17, 2022 9:26 AM
To: Georgiann M Fleck <gmfleck@bridgtonmaine.org>
Subject: Re: Comprehensive Plan Consultant

We are using Northstar Planning, It is costing between \$66,000-\$73,000

On Wed, Nov 16, 2022 at 12:05 PM Georgiann M Fleck <gmfleck@bridgtonmaine.org> wrote:

Good Morning,

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Thank you

Georgiann M. Fleck, Deputy Town Manager

Town of Bridgton

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Victoria Hill

From: Georgiann M Fleck
Sent: Thursday, November 17, 2022 4:27 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Comprehensive Plan Consultant

FYI

From: Erica LaCroix <elacroix@winslow-me.gov>
Sent: Thursday, November 17, 2022 8:47 AM
To: Georgiann M Fleck <gmfleck@bridgtonmaine.org>
Subject: RE: Comprehensive Plan Consultant

Hello Georgiann,

We used KVCOG as they provide our planning services. The fee was supposed to be \$7k, but it has dragged on two extra years due to COVID so now we pay them by the hour for every meeting.

Erica LaCroix, MPA

Town Manager, Winslow, Maine
114 Benton Ave.
Winslow, ME 04901
(O) 207-872-2776 x5210
(C) 207-616-8093
elacroix@winslow-me.gov



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From: Georgiann M Fleck <gmfleck@BRIDGTONMAINE.ORG>
Sent: Wednesday, November 16, 2022 11:55 AM
To: MTCMA@LIST.MTCMA.ORG
Subject: Comprehensive Plan Consultant

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Victoria Hill

From: Georgiann M Fleck
Sent: Thursday, November 17, 2022 4:26 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Community engagement firm

FYI

From: Glenn Michalowski <GMichalowski@LISBONME.ORG>
Sent: Thursday, November 17, 2022 9:04 AM
To: MTCMA@LIST.MTCMA.ORG
Subject: Re: Community engagement firm

Luckily I didn't need to use these services, but I was in the market for a PR firm to handle a potential issue. Here were a couple that came recommended to me:

<https://marshallpr.com/>

<https://www.longfellowcomms.com/services>. They are smaller, are used to handling government affairs, and might be much more cost effective – Casco Bay lines uses them

<https://www.broadreachpr.com/services/>

From: Jay Feyler <townmanager@UNION.MAINE.GOV>
Sent: Thursday, November 17, 2022 8:35 AM
To: MTCMA@LIST.MTCMA.ORG
Subject: Community engagement firm

Good morning colleagues,

Last year our Town voted to go to all referendum voting and not have the traditional Town Meeting. Not sure if that is good or not, but time will tell. I need to find a company that can help us with citizen engagement, explaining the new process and of course the budget items they will be voting on. Our/my fear is that we will switch from 20% of uninformed voters at the open Town Meeting to 80% 😞 .

I met with a half dozen firms at the ICMA conference and I would really like to hear from any of you who you have used and recommend, or who to warn me about.

Thanks for the information and have a great Thanksgiving.

Jay

Jay Feyler
Town Manager CMM
Public Information Officer

Victoria Hill

From: Georgiann M Fleck
Sent: Thursday, November 17, 2022 4:25 PM
To: Victoria Hill
Cc: Keri Montague
Subject: FW: Community engagement

FYI

From: Gary Lamb <citymanager@HALLOWELLMMAINE.ORG>
Sent: Thursday, November 17, 2022 9:45 AM
To: MTCMA@LIST.MTCMA.ORG
Subject: Re: Community engagement

You don't often get email from citymanager@hallowellmaine.org. [Learn why this is important](#)

Good morning Jay...in the 8 years I was manager in Waterboro (pop now 9000), we spent my first 2-3 years lamenting over 25-50 people at a June Saturday morning town meeting...(granted a ridiculous time to have a town meeting!) Finally a majority of selectmen and citizens had enough of that and we changed and eliminated town meetings and went full referendum for everything. We were benefited by a charter that described that process...so thanks to a visionary charter committee about 15 years ago.

I do not have an answer to your question about a consultant, because Waterboro tackled your same issues in house. Selectmen staffed a booth at elections to gather the necessary signatures to force a referendum question that would eliminate town meetings. We did an Every Door Direct Mail flyer to all town mailing addresses...with the content well thought out in hopes of answering questions before they are asked. One thing I have always done that made a real difference on this change is to have concise but complete **Explanatory Notes** right below any ballot question that might need explaining to the underinformed. Make sure all know these are NOT part of the actual ballot question...which your attorney may grumble at but they stop grumbling when they see the bold explanatory note below the ballot question. Like most managers I do a memo to the public about the entire ballot weeks before the election...with specific pro and con points on most ballot questions...and we made that part of this EDDM. This made (and still does make) a very considerable difference in voter knowledge and participation. The EDDM can cover the entire town for a few thousand clams depending on the flyer size.

I applaud your proactive approach....and best of luck with it....Gary

Gary Lamb
Hallowell City Manager
One Winthrop Street
Hallowell, Maine 04347-1318
207-430-4403 (office)

From: Jay Feyler <townmanager@UNION.MAINE.GOV>
Sent: Thursday, November 17, 2022 8:35 AM

To: MTCMA@LIST.MTCMA.ORG

Subject: Community engagement firm

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Jay

Jay Feyler

Town Manager CMM

Public Information Officer

Emergency Management Director

Town of Union

P.O. Box 186

567 Common Road

Union, ME 04862

207-785-3658

207-785-3652 Fax

Townmanager@union.maine.gov

www.union.maine.gov

www.facebook.com/townofunion

"ALWAYS DO THE RIGHT THING"

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Town of Union

Laurie Chadbourne

From: Laurie Chadbourne
Sent: Tuesday, January 10, 2023 2:34 PM
To: Bridgton News
Cc: Ashley Albrecht
Subject: Public Hearing Notices for Feb 14th

NOTICE OF PUBLIC HEARING

The Municipal Officers of the Town of Bridgton will hold a Public Hearing at 5:30 P.M. on **Tuesday, February 14, 2023** to accept oral and written comments on a Special Amusement Permit Application from Campfire Grille located at 518 Portland Road for live music and entertainment.

Please advertise in the Bridgton News on February 2, 2023.

Kindly confirm receipt.

Thank you,

Laurie

Laurie L. Chadbourne
Bridgton Town Clerk
Registrar of Voters & General Assistance Administrator
State of Maine – Dedimus Justice & Notary Public

Main 207.647.8786 Direct 207.803.9950

Town of Bridgton
3 Chase Street, Suite 1
Bridgton, ME 04009
www.bridgtonmaine.org

SPECIAL AMUSEMENT PERMIT APPLICATION

As defined in Section 201 of the Town of Bridgton Special Amusement Ordinance, no Licensee for the sale of liquor to be consumed on his licensed premises shall permit, on his licensed premises, any music, except radio or other mechanical device, any dancing or entertainment of any sort unless the licensee shall have first obtained approval from the Board of Selectmen for a Special Amusement Permit.

The application for a Special Amusement Permit should be filed on this form with the Board of Selectmen or its' designated agent (Town Clerk). Payment of a \$25 fee is required at the time the application is filed. A copy of the Special Amusement Permit Ordinance is available upon request from the Bridgton Town Clerk.

The Board of Selectmen shall, prior to granting a permit, hold a public hearing within 30 days of the date you file your completed application at which time testimony will be received from you or your designated agent and/or any interested member of the public. Failure to attend the public hearing may result in a delay in issuing the permit.

Name of applicant: Michelle + Joel Hapgood

Address of applicant: 87 Carissa Reive

Telephone # of applicant: 207 803-2255 Biz 207 256 7945 cell

Name of business: Campfire Bridgton INC

Address of business: 518 Portland Rd

Telephone # of business: 207 803 2255

Location of business (if different from address of business): _____

Is business a: ☒ corporation / ☐ partnership / ☐ proprietorship

Type of Entertainment Planned: Special Occasion Band or DJ

Hours of Entertainment Planned: Nothing specific but 7p-10p if we have it

Has applicant ever had a license to conduct the business described herein denied or revoked or has the applicant or any partner or corporate officer ever been convicted of a felony? ☐ Yes / ☒ No If yes, please provide full details: _____

Current Liquor License #: [REDACTED] Expiration Date: 2/7/23 ☐ copy attached

Current Dance License #: N/A Expiration Date: _____ ☐ copy attached

Signature: [Signature] Date: 1/10/23

FOR OFFICE USE ONLY:

AMOUNT PAID **\$55.00** (\$25.00 PERMIT+ \$30 ADVERTISING)

DATE SUBMITTED 1/10/2022

RECEIVED BY: [Signature]

BOARD OF SELECTMEN

DATE OF APPROVAL ____/____/20____

TOWN CLERK'S OFFICE • 3 CHASE STREET, SUITE 1 • BRIDGTON, ME 04009 • (207) 647-8786

REVISED 07.2015

TOWN OF BRIDGTON

MEMO

TO: Select Board
FROM: Laurie L. Chadbourne, Town Clerk
RE: Business Licenses
DATE: February 8, 2023

February 14, 2023 Select Board Meeting

8. Action Items Following Public Hearing

- a. Special Amusement Permit Application from Campfire Grille located at 518 Portland Road
☒ 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.

TOWN OF BRIDGTON

MEMO

TO: Robert A. Peabody, Jr.
CC: Georgiann M. Fleck; Phil Jones
FROM: Brenda Day, Code Enforcement Officer
RE: Tax Acquired property 112 Howard Trail Map 8 lot 36D
DATE: February 7, 2023, Update

On January 6, 2023, an inspection was done of the property located at 112 Howard Trail and the below items requested by the Selectboard were not met by his January 4, 2023 deadline. An inside inspection was not done as Mr. Tucker would not grant me access.

On October 11, 2022, The Town of Bridgton Selectboard placed 112 Howard Trail, Bridgton, ME 04009, Map 0008/Lot 36D owned by Howard Tucker on the agenda to discuss Mr. Tuckers Tax acquired property and the current code violations.

Mr. Tucker stated that he had installed the smoke detectors in all bedrooms and the first floor. He also has replaced his water pump and currently has running water.

The board agreed to give Mr. Tucker 60 more days to do the following:

1. Clean up some junk cars
2. Clean up the trash in the yard
3. Repair the electrical outlets
4. Bring the chimney on the 2nd floor up to code
5. Clear path to other means of egress on the first floor

The board's recommendation was to not return the property back to Mr. Tucker until he is in compliance.

Mr. Tuckers deadline is January 4, 2023. I will report to the board the progress that is made at the January 11th, 2022, meeting unless Mr. Tucker comes into compliance prior to that date.

Respectfully Submitted,



Brenda Day
Code Enforcement Officer



HOLD DOCUMENT UP TO THE LIGHT TO VIEW TRUE WATERMARK

OFFICIAL CHECK

HOLD DOCUMENT UP TO THE LIGHT TO VIEW TRUE WATERMARK

10508178-3

RE: JENNIFER J. JONES

DATE: 05/04/2022

S2-0133
112

PAY TO THE ORDER OF BRIDGEMAN

THIRTY-THOUSAND ONE HUNDRED FIFTY FIVE AND 51/100

\$3,255.51

DRAWER: TD BANK, N.A.

Jennifer J. Jones

AUTHORIZED SIGNATURE



⑈ 105081783 ⑈ ⑆ 011201335 ⑆ 6265009101 ⑈

Dear Select board 4/9/2022

I am writing about foreclosed property
I am disabled and on a limited social
security income. Over the last 8 or so
years I have had a many different
health issues, including fast growing
cataracts that made me blind. I have
underlying health issues that caused me
to stay in my house for a year only going
out to get groceries. My disability is for
a neck injury which causes massive headache
neck and shoulder pain numbness in hand and face
I also have a ruptured disk between my
shoulder blades very painful, also residual
disks in my lower back, causing me to go
from the bed to the couch, This causes
depression, and makes me forgetful and unable
to concentrate have a social life, and to how work
like I should. I also had plantar fasciitis, is painful
and hard to walk

"I Have Parshaly or stretched Rotator cuffs
Bad Knees, I also had a Frozen shoulder verry
Pain full but the cortisone worked
~~I~~ I Have had many prosegers for my back
and neck Including Pysical Therapy
~~Radial Electric~~ ~~nerve~~ Burning Nothing worked.
I Just went to the Bridgton Hospital a
couple of days ago, I was diegnosed with an
Ulser and Released, The the next day I was
Back in for an over Night stay.

I am asking for reasonable accomidation
under the ammericans with disabilit act
as well as the main disability act

Sincerely Howard J Tucker



TOWN OF BRIDGTON

www.bridgtonmaine.org

Three Chase Street, Suite #1
Bridgton, Maine 04009

Phone 207-647-8786
Fax 207-647-8789
Cell 207-256-7211
Email townmgr@bridgtonmaine.org

Robert A. Peabody, Jr., Town Manager

NOTICE TO VACATE THE PREMISES and NOTICE OF TERMINATION

Date: February 14, 2023

To: **Howard Tucker and all other current occupants** of real property located at 112 Howard Trail, Bridgton Maine 04009 (Town Tax Map 8, Lot 36D) (the "Howard Trail Property").

From: Robert Peabody, Jr., Town Manager

Re: Notice to Vacate Howard Trail Property and Thirty-Day Notice of Termination (14 M.R.S. § 6002).

Dear Mr. Tucker and all Current Occupant(s):

This notice is issued to inform you that the Town of Bridgton ("Town") is the lawful owner of the Howard Trail Property. The Town acquired the Howard Trail Property by virtue of a tax lien that foreclosed on January 30, 2020. The Town intends to dispose of the Howard Trail Property in a manner authorized by the Select Board.

You, and any other occupants present at the Howard Trail Property, have no legal right to occupy or remain on the Property.

Although the Town is not statutorily required to provide notice to you, to the extent that 14 M.R.S. § 6002 is applicable to this circumstance, this shall serve as both a thirty-day notice of termination, as well as a notice to vacate the premises. *Irving Oil Corp. v. Maine Aviation Corp.*, 1998 ME 16, ¶ 8, 704 A.2d 872 ("There is no notice requirement for a party who is a disseisor").

You, and any other current occupants, must vacate the Howard Trail Property. You have until March 16, 2023, to remove yourselves, your belongings, and any other personal property from the premises. If you have not vacated the Property by that date, the Town will seek a court order to evict you from the premises, which will require you to move. If court action is necessary, the Town will also demand that you pay any costs that the town incurs in pursuing the eviction.

You have the right to contest this termination in court.

Please contact me if you have any questions.

Sincerely,

Robert Peabody, Jr.
Town Manager
Town of Bridgton

**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

Initial Hook-up Charges (Residential)	\$ 600.00
Initial Hook-up Charges (Commercial)	\$ 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
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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
Land Use Ordinance	\$ 12.00

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	\$ 100.00 + \$250.00 (escrow)
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') (New).....	\$ 10.00 per 1,000 \$ 250.00
Communication Towers (less than 70') (Maintenance / Additions).....	\$ 6.00 per 1,000
Willis Brook and Bear River Aquifer Additional Building Permit Fee.....	\$ 25.00
Shoreland Tree Removal	\$ 25.00
Sign Permits	\$ 50.00
Re-Inspection Fee	\$ 25.00
Shoreland Zone Permit Review	\$ 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 (First Time System)	\$ 50.00 + \$ 20.00
System Components (installed separately)	\$ 20.00
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 55.00 per session
Swimming Lessons – Summer Only (Non-Resident)	\$ 55.00 65.00 per session
Summer Camp (Resident)	\$ 100.00 135.00 per week
Summer Camp (Non-Resident)	\$ 125.00 150.00 per week
Summer Softball	\$ 45.00 per child

Spring Programs

Baseball/Softball	\$ 45.00 50.00 per child
Lacrosse	\$ 45.00 50.00 per child

Winter Programs

Basketball	\$ 45.00 50.00 per child
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Fall Programs

Soccer	\$ 45.00 50.00 per child
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Year Round

Before and After School Care.....	\$ 100.00 110.00 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 1 year)	\$ 10.00 \$20.00
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**** Stickers must be purchased by July 1st of each year****

Commercial Haulers (2 year).....	\$ 200.00
Demolition.....	\$ 0.10 per pound
Bulky.....	\$ 5.00 each item
Mattresses.....	\$15.00 each
Televisions.....	\$10.00 each
Items containing freon	\$ 25.00 each
Tires: (car, SUV, Light Truck, Motorcycle) off rim.....	\$ 6.00 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	

Tires

Passenger Vehicles (on or off rim).....	\$ 6.00 each
Commercial Trucks (on or off rim).....	\$20.00 each
Small Tractors (on or off rim).....	\$50.00 each
Large Farm Tractors (on or off rim).....	\$75.00 each
Loaders (on or off rim).....	\$400.00 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. **

TOWN OF BRIDGTON

MEMO

TO: Select Board
FROM: Laurie L. Chadbourne, Town Clerk
RE: Business Licenses
DATE: February 8, 2023

February 14, 2023 Select Board Meeting

9. New Business
b. Permits/Documents Requiring Board Approval
2. Victualer's License Renewal to Venezia Ristorante located at 251 North High Street
☒ 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.

**WARRANT AND NOTICE OF ELECTION
CALLING MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 61 REFERENDUM
(20-A M.R.S. §§ 1501-04)**

TO: Angela Stover, a resident of Maine School Administrative District No. 61, composed of the Towns of Bridgton, Casco, and Naples, State of Maine.

In the name of the State of Maine, you are hereby ordered to serve upon the municipal clerks of each of the municipalities within Maine School Administrative District No. 61, namely, the Towns of Bridgton, Casco, and Naples, an attested copy of this warrant and notice of election. Service shall be in hand within three (3) days of the date of this warrant and notice of election. The municipal clerks of the above municipalities shall immediately notify the respective municipal officers. The municipal officers shall meet forthwith and countersign this warrant and notice of election. The municipal officers shall provide below for the respective municipal clerks to post or have posted this warrant and notice of election.

**TOWN OF BRIDGTON
MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 61 REFERENDUM
WARRANT AND NOTICE OF ELECTION**

Cumberland County, ss.

State of Maine

TO: Laurie Chadbourne, Municipal Clerk of the Town of Bridgton: You are hereby required in the name of the State of Maine to notify the voters of this municipality of the election described in this warrant and notice of election.

TO THE VOTERS OF THE TOWN OF BRIDGTON: You are hereby notified that a Maine School Administrative District No. 61 referendum election will be held at Bridgton Town Hall, 26 North High Street in the Town of Bridgton at 8:00 A.M. on Tuesday, March 7, 2023 for the purpose of determining the following articles:

Article 1A: To choose a moderator to preside at said meeting.

Article 1: Do you favor authorizing the School Board of Maine School Administrative District No. 61 to expend up to \$700,000 from its existing reserve funds, as previously allocated by District voters, for the purpose of constructing and equipping a new storage and maintenance facility on the High School Campus?

Informational Note: These are the same funds previously authorized by the District voters under Articles 19 and 20 of the Warrant for the District Budget Meeting held on May 10, 2022. An approving referendum vote is required for construction of the project.

The voting on Article 1 shall be by secret ballot referendum. The polls will be opened immediately after the election of the Moderator following commencement of the meeting at 8:00 A.M. and closed at 8:00 P.M.

The Registrar of Voters will hold office hours while the polls are open to correct any error in or change a name or address on the voting list, to accept the registration of any person eligible to vote, and to accept new enrollments.

A person who is not registered as a voter may not vote in any election.

Given under our hand this day, January 24th, 2023 at Naples, Maine.

5630

Lee Beane

Genouelle McMichael

Janice E. Foster

Beth Whelan

Debra C. Althoff

Sharon Toney

Gary Lewis

A majority of the School Board of Maine School Administrative District No. 61

A true copy of the Warrant and Notice of Election, attest:

Angela Stoyer

Angela Stoyer

Resident of

Maine School Administrative District No. 61

Countersigned this _____ day of _____, 2023 at the Town of Bridgton, Maine.

A majority of the municipal officers of the Town of Bridgton

A true copy of the Warrant and Notice of Election, attest:

Laurie Chadbourne, Municipal Clerk

Town of Bridgton

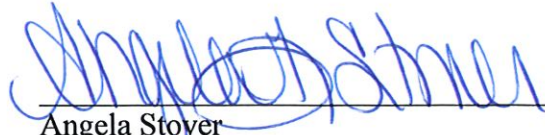
RETURN

Cumberland County, ss.

State of Maine

TO: The School Board of Maine School Administrative District No. 61
January 25, 2023

Pursuant to the within warrant and notice of election, directed to me, I have served in hand upon the municipal clerk of the Town of Bridgton, an attested copy of this warrant and notice of election, directing the municipal officers of said municipality to call a Maine School Administrative District No. 61 referendum at said time and place and for the purposes therein stated.



Angela Stover
Resident of
Maine School Administrative District No. 61

RETURN

Cumberland County, ss.

State of Maine

TO: The municipal officers of the Town of Bridgton

I certify that I have notified the voters of the Town of Bridgton of the time and place of the Maine School Administrative District No. 61 referendum by posting an attested copy of the within warrant and notice of election as follows:

<u>DATE</u>	<u>TIME</u>	<u>LOCATION OF POSTING</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

being public and conspicuous places in said municipality and being at least seven days next prior to election day.

Dated at the Town of Bridgton: _____, 2023

Laurie Chadbourne, Municipal Clerk
Town of Bridgton, Maine