

Board of Selectmen WORKSHOP/MEETING

Downstairs Meeting Room

**March 6, 2023
8:30a.m.**

Board Members Present: Carmen E. Lone, Chair; Robert J. McHatton, Sr., Vice-Chair (arrived at the meeting at 9:45a.m.); Paul A. Tworog; Kenneth J. Murphy; Carrye Castleman-Ross

Administration Present: Town Manager Robert A. Peabody, Jr; Deputy Town Manager Georgiann Fleck; Finance Director Holly Heymann; Deputy Finance Director Jenna Domer.

1. Call to Order

Chairman Lone called the meeting to order at 8:30a.m.

2. Pledge of Allegiance

The Board recited the Pledge of Allegiance

3. Budget Review

Town Manager Peabody gave an overview of the proposed budget.

The Board opted not to discuss the proposed 8.7% COLA submitted by Town Manager Peabody until there was a full board. Member McHatton arrived at 9:45a.m. and therefore the subject of COLA was put back on the table for discussion. Following discussion the Board decided not to support the proposed 8.7% COLA but proposed a 4% COLA using the Public Works contract as the basis for their decision whereby Public Works received a 4% COLA in contract negotiations this year.

Consensus of the Board was to approve a 4% COLA only. (5 Approve / 0 Oppose)

Review of Cost Centers with Department Heads

Account 071 Recreation

Gary Colello, Recreation Director, was present representing Recreation.

Discussion ensued regarding the addition of a new programmer 2 and various programs offered. Chairman Lone said are adults charged fees for any programs? Director Colello said no. Following discussion Member Tworog said how do you support the salary increases for you and the Deputy? Town Manager Peabody said Recreation Director Colello is salary and does not just put in 40 hours, he averages 50 or more hours a week. He is dedicated to the programs and creates new programs to enhance recreation. You also have to take into consideration that recreation is an economic draw for the Town. Member Tworog said maybe we need to look at the programs and determine if we want to continue to offer some of the programs as a way to keep costs in line with surrounding towns like Casco. Town Manager Peabody said you can't base a department and their increases on surrounding Towns because they may not have the resources that we have such

as the number of public beaches and the programs we offer which are unique to Bridgton and based on the need specific needs of our Town. Member Tworog said maybe we need to determine what the basic need is. Member McHatton said I look at the people that work for the Town, the departments they represent and how they represent them, the resources they offer and the programs they offer and recreation is a huge part of our Town and people have come to rely on it. Member Tworog said some of these programs are available in private entities and they cannot compete with the prices that the Town charges.

1-1010 Salary – Recreation Director Colello said I am proposing to change the Deputy Recreation Director from hourly to salary/exempt and as a result increase her pay to \$52,002/annual.

*Consensus of the Board was to approve the proposed budget for Cost Center 071, Recreation.
(4 Approve / 1 Oppose - Tworog)*

Account 077 Ham Complex

Gary Colello, Recreation Director and David Madsen, Public Services Director were present to represent Ham Complex.

Town Manager Peabody said there was a vote several years ago by the citizens of Bridgton to take on the Ham Complex and the Board recently supported that by a unanimous vote.

Vice Chair McHatton said what needs to be done to the snack shack? Public Services Director Madsen said siding, plumbing, wall board, replace doors that are not properly sized, electric and equipment i.e., tables, grill, freezer, refrigerators, hood and fryolator. Member Tworog said is this being done by Town? Public Services Director Madsen said we will go out to bid on some work but most of the work will be done by the Town.

Member Murphy said will the BRAG committee continue to work with the Town? Public Services Director Madsen said yes.

Vice Chair McHatton said when does the complex open? Recreation Director Colello said in late April.

*Consensus of the Board was to approve the proposed budget for Cost Center 077, Ham Complex.
(5 Approve / 0 Oppose)*

018 Town Hall

Gary Colello, Recreation Director and David Madsen, Public Services Director were present to represent Town Hall.

Recreation Director Colello said we have started a new program by offering birthday parties. We are booked for the next three weeks in March and most of April, so it is going well and providing another viable revenue resource.

*Consensus of the Board was to approve the proposed budget for Cost Center 018, Town Hall.
(5 Approve / 0 Oppose)*

015 Municipal Complex

David Madsen, Public Services Director, was present representing the Municipal Complex.

Consensus of the Board was to approve the proposed budget for Cost Center 015, Municipal Complex. (5 Approve / 0 Oppose)

051 Public Works

David Madsen, Public Services Director, was present representing Public Works.

3-3050 Small Equipment - Chairman Lone said there is a significant increase in this line. Public Services Director Madsen said yes, we need to purchase a new compactor. The current one is old and needs to be replaced but we will retain it for smaller jobs.

3-3200 Traffic Line - Public Services Director Madsen said this line has a significant increase because it is for the annual maintenance of the Main Street crosswalk repair which is \$42,495, a 2 part epoxy paint. This year the Public Works crew will observe how it is done and will be able to do this work moving forward.

Consensus of the Board was to approve the proposed budget for Cost Center 051, Public Works. (5 Approve / 0 Oppose)

052 Town Garage

David Madsen, Public Services Director, was present representing the Town Garage.

Consensus of the Board was to approve the proposed budget for Cost Center 052, Town Garage. (5 Approve / 0 Oppose)

053 Vehicle Maintenance

David Madsen, Public Services Director, was present representing the Vehicle Maintenance.

Vice Chair McHatton said how many vehicles do we currently have? Public Services Director Madsen said approximately 35.

5-5040 O/S Equipment Repair – Member Tworog said I would like to propose a reduction of \$5,000 (\$35,000 to \$30,000).

Consensus of the Board was to approve Cost Center 053, Vehicle Maintenance with a reduction of \$5,000. (5 Approve / 0 Oppose)

054 Transfer Station

David Madsen, Public Services Director, was present representing the Transfer Station.

Vice Chair McHatton said the citizens voted down pay-per-bag again and therefore this budget continues to go up. This cost center is almost 1 million dollars.

Consensus of the Board was to approve the proposed budget for Cost Center 054, Transfer Station. (5 Approve / 0 Oppose)

053 Cemeteries

David Madsen, Public Services Director, was present representing cemeteries.

Consensus of the Board was to approve the proposed budget for Cost Center 053, Cemeteries. (5 Approve / 0 Oppose)

074 Parks Department

David Madsen, Public Services Director, was present representing the Parks Department.

4-4280 Contracted Srv - Chairman Lone said are we still contracting with Perennial Point of View? Public Services Director Madsen said yes, Perennial Point of View will be working with one of our new employees this year to make the transition for when the owner retires.

Chairman Lone said does Parks have an arborist? Public Services Director said no but one of the new employees is working toward becoming an arborist.

Consensus of the Board was to approve the proposed budget for Cost Center 074, Parks Department. (5 Approve / 0 Oppose)

076 Pondicherry Park

David Madsen, Public Services Director, was present representing Pondicherry Park.

Consensus of the Board was to approve the proposed budget for Cost Center 076, Pondicherry Park. (5 Approve / 0 Oppose)

294 Capital Expense

David Madsen, Public Services Director, was present representing Capital Expense.

7-7501 Paving - Public Services Director Madsen said Pond Road is going to be a complete rebuild. Member Castleman-Ross said are you going to be able to complete it in one year? Public Services Director Madsen said yes.

7-75 (new line) Town Hall AC Units – Public Services Director Madsen said my preference was to put an ac unit in the existing system however it would not have been cost effective, therefore we are going to put in a mini-split.

Consensus of the Board was to approve the proposed budget for Cost Center 294, Capital Expense. (5 Approve / 0 Oppose)

Break for Lunch – 12:00p.m. - 12:45p.m.

014 Community Development

Victoria Hill, Community Development Director, was present (Virtually) representing Community Development.

Consensus of the Board was to approve the proposed budget for Cost Center 014, Community Development. (5 Approve / 0 Oppose)

013 Code Enforcement Officer

Brenda Day, Code Enforcement Officer, was present representing Code Enforcement.

1-1020 Hourly - Code Enforcement Officer Day said I am requesting an increase in my salary. I have done a market analysis and am requesting an increase of \$1.43/hour. Member Tworog said you also serve as Health Officer and get an annual \$3,000 stipend? Code Enforcement Officer Day said yes, with the proposed 8.7% COLA it would have brought me in over what I was originally requesting. Town Manager Peabody said Department Heads pulled their market adjustments from the budget when we were proposing an 8.7% COLA. Vice Chairman McHatton said I am in favor of the market adjustment because she is doing such a great job. Member Tworog said I am not in favor because she gets a \$3,000 annual stipend. Chairman Lone said I am not prepared to do market adjustments this year. Member Castleman-Ross said I am in favor of the market adjustment because I appreciate the CEO's deep wealth of knowledge. Member Murphy said I am in favor of the proposed market adjustment.

*Consensus of the Board was to approve the market adjustment of \$1.43/hour
(3 Approve / 2 Oppose – Chairman Lone and Member Tworog)*

*Consensus of the Board was to approve the proposed budget for Cost Center 013, Code Enforcement, with the adjustment of an increase of \$1.43/hour to the CEO's Salary
(5 Approve / 0 Oppose)*

022 Boards

Bob A. Peabody Jr., Town Manager and Georgiann M. Fleck, Deputy Town Manager were present representing the Budget for Boards i.e., Board of Selectmen, Planning and Appeals Board.

*Consensus of the Board was to approve the proposed budget for Cost Center 022, Boards.
(5 Approve / 0 Oppose)*

017 Town Clerk

Laurie Chadbourne, Town Clerk, was present representing the budget for Town Clerk.

1-1030 Part-time – Town Clerk Chadbourne said this line was increased to allow hiring additional Election Clerks because of the increase in public concerns, this allows better accountability.

*Consensus of the Board was to approve the proposed budget for Cost Center 017, Town Clerk.
(5 Approve / 0 Oppose)*

012 Assessing

Laurie Chadbourne, Town Clerk, was present representing the budget for Assessing.

*Consensus of the Board was to approve the proposed budget for Cost Center 012, Assessing.
(5 Approve / 0 Oppose)*

016 General Assistance

Laurie Chadbourne, Town Clerk, was present representing the budget for General Assistance.

Consensus of the Board was to approve the proposed budget for Cost Center 016, General Assistance. (5 Approve / 0 Oppose)

031 Police Department

Phil Jones, Police Chief, was present representing the budget for the Police Department.

1-1010 Salaries – Chief Jones said I am requesting adding a full-time Deputy Chief to the force. Vice Chairman McHatton said I am not in favor of adding this position at this time. Town Manager Peabody said I did support adding a Deputy Chief to the force but not the proposed PSEA, Public Safety Executive Assistant (1-1020 Hourly). Vice Chairman McHatton said would you promote from within the department? Chief Jones said I would advertise it both within the department and outside advertising to hire the best candidate.

Consensus of the Board was to support hiring a Deputy Chief (2 Approve / 3 Oppose – Chairman Lone, Vice Chairman McHatton and Member Tworog)

Chairman Lone said I don't see anything in this budget for the K9 Unit. Chief Jones said currently it is a grant funded program.

Chairman Lone said how many officers do we currently have? Chief Jones said 9. Chairman Lone said do we have 9 cruisers? Chief Jones said no, 7 - 5 officers sharing 3.

Consensus of the Board was to approve the proposed budget for Cost Center 031, Police Department, eliminating the Deputy Chief's position (5 Approve / 0 Oppose)

032 Bridgton Fire Department

Glen Garland, Fire Chief, was present representing the Fire Department.

7-7300 Vehicles – Chief Garland said this is for a new vehicle for the Fire Chief which can also function as a command vehicle during events, with provisions for power, cabinetry for holding plans along with lights and sirens. It will also be available for other town departments if there is a need for it during an emergency. Member Castleman-Ross said what are the plans for the current vehicle? Chief Garland said it will be sold.

Consensus of the Board was to approve the proposed budget for Cost Center 032, Bridgton Fire Department. (5 Approve / 0 Oppose)

033 Animal Control

Phil Jones, Police Chief, was present representing Animal Control.

Consensus of the Board was to approve the proposed budget for Cost Center 033, Animal Control. (5 Approve / 0 Oppose).

049 Other Public Safety

Bob A. Peabody Jr., Town Manager and Georgiann M. Fleck, Deputy Town Manager were present representing the Budget for Other Public Safety.

Consensus of the Board was to approve the proposed budget for Cost Center 049, Other Public Safety. (5 Approve / 0 Oppose)

035 Health Officer

Brenda Day, Code Enforcement Officer, was present representing Health Officer.

Consensus of the Board was to approve the proposed budget for Cost Center 035, Health Officer (5 Approve / 0 Oppose)

019 Finance

Holly Heymann, Finance Director and Jenna Domer, Deputy Finance Director were present representing Finance.

Chairman Lone said congratulations on the recent audit.

Finance Director Heymann said I would like to propose a market adjustment of \$1,730.

Vice Chairman McHatton said how has your education increased over the past year? Finance Director Heymann said I am a CPFO (Certified Public Finance Officer) candidate, it takes up to five year to receive the designation which would be equivalent to a CPA. However, I shifted my focus to the Distinguished Budget Presentation Award Program and the Certificate of Achievement for Excellence in Finance Department Policies and Procedures.

Consensus of the Board was to approve the proposed budget for Cost Center 019, Finance, to include a market adjustment of \$1,730 (5 Approve / 0 Oppose)

291 Insurances

Holly Heymann, Finance Director and Jenna Domer, Deputy Finance Director were present representing Insurances.

Finance Director Heymann said last year we were able to get a firmer number for what their proposed increase might be but this year they were reluctant to commit to a proposed percentage. Our experience mod for worker's compensation is also increasing.

Consensus of the Board was to approve the proposed budget for Cost Center 291, Insurances, (5 Approve / 0 Oppose)

292 Employee Benefits

Holly Heymann, Finance Director and Jenna Domer, Deputy Finance Director were present representing Employee Benefits.

Finance Director Heymann said last year we included the proposed COLA in this cost center because we were actively negotiating the Police Department Contract and the Public Works Agreement.

Consensus of the Board was to approve the proposed budget for Cost Center 292, Employee Benefits, (5 Approve / 0 Oppose)

011 Administration

Bob A. Peabody Jr., Town Manager and Georgiann M. Fleck, Deputy Town Manager were present representing the Budget for Administration.

Consensus of the Board was to approve the proposed budget for Cost Center 011, Administration. (5 Approve / 0 Oppose)

029 Other General Government

Bob A. Peabody Jr., Town Manager and Georgiann M. Fleck, Deputy Town Manager were present representing the Budget for Other General Government.

Consensus of the Board was to approve the proposed budget for Cost Center 029, Other General Government. (5 Approve / 0 Oppose)

Adjourn at 3:00p.m.

Respectfully submitted,

Georgiann M. Fleck, Deputy Town Manager