

Select Board Meeting Minutes  
May 9, 2023; 5:00 P.M.

Board Members Present: Carmen E. Lone, Chair; Robert J. McHatton, Sr., Vice-Chair; Paul A. Tworog; Kenneth J. Murphy; Carrye Castleman-Ross

Administration Present: Town Manager Robert A. Peabody, Jr; Executive Assistant Nikki Hodgkins; Deputy Town Manager Georgiann Fleck; Town Clerk Laurie L. Chadbourne; Code Enforcement Officer Brenda Day; Recreation Director Gary Colello; Community Development Director Victoria Hill; Salmon Point Manager Scott Cushing; Deputy Finance Director Jenna Domer; Fire Chief Glen Garland; Finance Director Holly Heymann

1. Call to Order

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

2. Pledge of Allegiance

The Board recited the "Pledge of Allegiance."

3. Approval of Minutes

a. April 25, 2023

**Motion** was made by Vice-Chair McHatton for approval of the April 25, 2023 minutes; second from Select Board Member Murphy. 5 approve/0 oppose

4. Public Comments on Non-Agenda Items

There were no public comments on non-agenda items.

5. Committee/Liaison Reports

a. Resignation of Margaret Lindsay Sanborn from Community Development Advisory Committee

**Motion** was made by Vice-Chair McHatton to accept, with regret, the resignation of Margaret Lindsay Sanborn from the Community Development Advisory Committee; second from Select Board Member Murphy. 5 approve/0 oppose

Select Board Member Castleman-Ross requested that Apparel Impact / Textile Recycling be invited to the next meeting for presentation to the Board.

Vice-Chair McHatton is excited about the mural at Food City noting the subcommittee has done a great job and he appreciates the efforts of all involved.

6. Correspondence, Presentations and Other Pertinent Information

a. Request from Rachel Sylvester for Equity, Diversity, and Inclusion Statement on Website

Chair Lone reviewed the material and stated that there is a lot more to making this happen than just deeming it so. Looking at the parameters of how to do an inclusion statement would require a subcommittee to develop and it would be appropriate to take this to the voters at town meeting. Bridgton Community Resilience Builder for Opportunity Alliance Susie Guthro declared that EDI/DEI work is something that is happening everywhere across Maine and this statement sends the message that everyone is welcome. Vice-Chair McHatton said that the Town has always been open and welcome to everyone. Town Manager Peabody suggested that the Board conduct a workshop session. Chair Lone requested that Board Members give more thought on how they want to proceed.

b. Request from Rachel Sylvester to Fly Progress Flag at Town Office During the Month of June  
The Board opted to continue to fly only the United States flag which represents all.

## 7. New Business

### a. Awards and Other Administrative Recommendations

#### 1. Amendments to Salmon Point Rules and Regulations

Salmon Point Manager Scott Cushing reviewed the proposed amendments to the Salmon Point Rules and Regulations. He and Deputy Finance Director Jenna Domer responded to several questions asked by the Board. **Motion** was made by Select Board Member Tworog to approve the Salmon Point Rules and Regulations as revised effective June 9, 2023; second from Select Board Member Murphy. 5 approve/0 oppose

#### 2. 2023/2024 Salmon Point Budget

Salmon Point Manager Scott Cushing reviewed the proposed 2023/2024 Salmon Point Budget. He and Deputy Finance Director Jenna Domer responded to several questions asked by the Board. **Motion** was made by Select Board Member Murphy to approve the 2023-2024 Salmon Point Campground Appropriations Budget and Lease Schedule; second from Vice-Chair McHatton. 5 approve/0 oppose

#### 3. Alternate Work Schedule

Town Manager Peabody proposed the adoption of a four-day work week for full time, non-union employees. He provided the Board with a packet of information to support opening the office Monday through Thursday from 7:30 A.M. until 5:00 P.M., with staff working from 7:30 A.M. until 5:30 P.M. Discussion ensued. Vice-Chair McHatton stated that the Town has a great staff but his job is to serve the public and keep the office open five days, he does not support a four-day work week. Resident Lega Medcalf said that it would be beneficial to conduct evening hours to which Town Clerk Chadbourne responded that evening and weekend hours were offered several years ago with minimal business. **Motion** was made by Select Board Member Murphy to adopt a four-day schedule for the Town Office and full-time, non-union employees effective July 1, 2023; second from Select Board Member Castleman-Ross. 4 approve/1 oppose (McHatton was opposed)

### b. Permits/Documents Requiring Board Approval

#### 1. 2023 Annual Town Meeting Warrant

**Motion** was made by Vice-Chair McHatton to approve the June 13, 14, 2023 Town Meeting Warrant; second from Select Board Member Tworog. 5 approve/0 oppose

#### 2. Outdoor Festival Permit to Greater Bridgton Chamber of Commerce for Brewfest on September 30, 2023

##### a. Bureau of Alcoholic Beverages Application for a License to an Incorporated Civic Organization

##### b. Request for Waiver of Victualer's Licensing Fees and Building Permit Fees for Event

Greater Bridgton Chamber of Commerce Director Angie Cook requested waiver of requirements 1, 2, 3, 4, 5 and 7 of the Outdoor Festival Ordinance and waiver of the Victualer's License fees and building permit fees for location of the food trucks. Town Manager Peabody added that the Outdoor Festival Ordinance is outdated and will be reviewed for amendment. **Motion** was made by Vice-Chair McHatton to waive requirements 1, 2, 3, 4, 5 and 7 of the Outdoor Festival Permit to Greater Bridgton Chamber of Commerce and approve the permit for Brew Fest; second from Select Board Member Castleman-Ross. 5 approve/0 oppose **Motion** was made by Vice-Chair McHatton to approve the Greater Bridgton Chamber of Commerce Bureau of Alcoholic Beverages Application; second from Select Board Member Murphy. 5 approve/0 oppose **Motion** was made by Chair Lone to waive the Victualer's Licensing Fees and Building Permit Fees for the 2023 Brew Fest; second from Vice-Chair McHatton. 5 approve/0 oppose

3. Use of Depot Street Parking Lot for a Dog Event on August 19, 2023

Carole Sunday was present and provided a brief overview of the Dog Event. **Motion** was made by Select Board Member Murphy to approve the Dog Event on August 19, 2023 from 1:00 P.M. until 4:00 P.M.; second from Select Board Member Murphy. 5 approve/0 oppose

4. Application for Adult Use Marijuana Products Manufacturing Facility from Canuvo Located at 152 Portland Road

**Motion** was made by Vice-Chair McHatton to approve an Adult Use Marijuana Products Manufacturing Facility license for Canuvo; second from Select Board Member Tworog. 5 approve/0 oppose

5. Victualer's License Application to Elevation Sushi & Tacos LLC Located at 237 Main Street (renewal)

**Motion** was made by Vice-Chair McHatton to approve the Victualer's License to Elevation Sushi & Tacos LLC; second from Select Board Member Castleman-Ross. 5 approve/0 oppose

6. New Street Name Request: Fitch Hill Located on Map 1, Lot 43

**Motion** was made by Vice-Chair McHatton to approve Fitch Hill for the private road sited on Map 1, Lot 43; second from Select Board Member Castleman-Ross. 5 approve/0 oppose

7. Biological Control for the Emerald Ash Borer in Pondicherry Park

**Motion** was made by Chair Lone to permit the State of Maine Forest Service release of biological control to combat the emerald ash borer in Pondicherry Park; second from Select Board Member Murphy. 5 approve/0 oppose

c. Select Board ~~Concerns~~ Comments

- **Select Board Member Murphy** had no concerns.
- **Select Board Member Castleman-Ross** is excited about the mural on lower main street and encouraged public participation.
- **Select Board Member Tworog** reported that the yellow lines on Kansas Road are faded to which Town Manager Peabody responded that this will be rectified through the annual maintenance.
- **Select Board Member Tworog** noted that the Elm Street sidewalks are almost complete and is glad the tree was removed to extend the sidewalk the entire road.
- **Vice-Chair McHatton** suggested that Select Board Member "Concerns" be changed to "Comments" to which the Board agreed.
- **Vice-Chair McHatton** reported that the crosswalks in town look fantastic. Chair Lone added that she has also received positive feedback on the crosswalks.
- **Chair Lone** reported that she attended the Fire Department awards banquet at Pleasant Mountain and appreciates the hard work done by the Fire Department. She commended them on their comradery and thanked them for a job well done. Select Board Member Murphy agreed and thanked Fire Chief Garland for MCing the event.
- **Chair Lone** thanked the Public Services Department for all the repairs and clean up from the rain. She asked the community to be patient and respectful while they complete the work.
- **Chair Lone** asked for an updated comprehensive plan and open space plan update. Community Development Director Hill requested an open space workshop to which the Board set for Wednesday, June 21<sup>st</sup> at 5:00 P.M

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

**General Information**

Saturday, May 20<sup>th</sup>, is Kids to Parks Day. All are encouraged to explore Bridgton's many parks!

The Bridgton Annual 4 on the 4<sup>th</sup> Road Race is in search of painters to help paint the Food City Mural on June 1<sup>st</sup>. To sign up please go to [colunteersignup.org/BKR4D](http://colunteersignup.org/BKR4D).

**Town Clerk/Tax Collector's Office**

Absentee ballots are available for the May 23<sup>rd</sup> MSAD 61 Budget Validation Referendum and for the June 13<sup>th</sup> Annual Town Meeting Referendum. Please visit the Town's website for additional information.

A reminder that the 4<sup>th</sup> quarter tax payments are due on or before May 15<sup>th</sup>. Due to the June 28, 2022, tax commitment and tax lien timeline, 30-day tax lien notices will be mailed on May 26<sup>th</sup>. Please contact the Tax Collector's Office with any questions regarding the status of your account.

**Community Development Department**

Keri Montague has tendered her resignation as Deputy Community Development Director effective May 23<sup>rd</sup>. We thank her for her service and wish her well in her new position.

Vision Bridgton is sponsoring Second Saturday Artwalk this Saturday, May 13<sup>th</sup> from 9am to 1pm.

**Finance Department**

A reminder to the Board that the quarterly warrant signer is Paul Tworog from April 1<sup>st</sup> to Town Meeting.

**Police Department**

Department is currently hiring full-time patrol positions and Park Ranger openings.

Vice-Chair McHatton asked when the Memorial School Committee will be meeting to which Community Development Director Hill responded that first meeting is scheduled for June 7<sup>th</sup> in this meeting room.

8. Old Business

a. Wastewater Status Update

Town Manager Peabody provided a brief wastewater status update.

9. Treasurer's Warrants

**Motion** was made by Select Board Member Tworog to approve Treasurer's Warrant numbered 1105, 1106, and 1107; second from Select Board Member Murphy. 5 approve/0 oppose

10. Public Comments on Non-Agenda Items

Planning Board Chair Deb Brusini provide a brief update on LD2003 noting that the Planning Board continues to conduct workshops and is watching the bill closely. There is also an inter town meeting in Denmark.

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

May 17, 2023 5:00 P.M. Executive Session for Town Manager Review; May 23, 2023 (Regular Meeting); June 13, 2023 (Regular Meeting and Annual Town Election); June 21, 2023 5:00 P.M. Open Space Workshop

12. Adjourn

**Motion** was made by Vice-Chair McHatton to adjourn the meeting at 6:58 P.M.; second from Select Board Member Murphy. 5 approve/0 oppose

Respectfully submitted,

Laurie L. Chadbourne  
Town Clerk