

## SELECT BOARD MEETING AGENDA

**DATE:** Tuesday, August 22, 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.

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1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes: August 8, 2023
4. Public Comments on Non-Agenda Items (*Each speaker **may** be limited to 3 minutes.*)
5. Committee/Liaison Reports
6. Correspondence, Presentations and Other Pertinent Information
  - a. Bridgton Hospital Presentation by Interim President Stephany Jacques
7. New Business
  - a. Awards and Other Administrative Recommendations
    1. Recommendation from Planning Board Concerning Overnight Living/Lodging on Bridgton Lakes
  - b. Permits/Documents Requiring Board Approval
    1. Resignation of Gregory Bullard from the Community Development Advisory Committee
    2. Abatements and Supplementals
    3. Victualer's License to Hannaford Located at 109 Portland Road
    4. Victualer's License to Standard Gastropub Located at 233 Main Street
    5. Victualer's License to Parmala, LLC Doing Business as A La Mexicana Located at 243 Portland Road
    6. New Road Name: Camp Loop Road
    7. Halloween Palooza
    8. Certificate of Commitment of Sewer User Rates #278
    9. Revisions to Personnel Policy
  - c. Select Board Comments
  - d. Town Manager's Report/Deputy Town Manager's Report
8. Old Business (*Board of Selectmen Discussion Only*)
  - a. Project Status Updates

9. Treasurer's Warrants
10. Public Comments on Non-Agenda Items (*Each speaker **may** be limited to 3 minutes.*)
11. Dates for the Next Select Board Meetings  
September 12, 2023  
September 26, 2023  
October 5, 2023 at 5PM (Transfer Station Workshop)
12. Adjourn

**Town Manager's Notes**  
**Board of Selectmen's Meeting**  
**August 22, 2023**

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes:
  - a. August 8, 2023  
***Suggested Motion:** Move to approve the August 8, 2023, Selectboard Minutes.*
5. Committee/Liaison Reports
6. Correspondence, Presentations and Other Pertinent Information
  - a. Interim President Stephany Jacques, Bridgton & Rumford Hospitals, will be present to meet the Board and discuss current plans for Bridgton Hospital.
7. New Business
  - a. Awards and Other Administrative Recommendations
    1. The Chair of the Planning Board will be present to discuss concerns regarding overnight living/lodging on Bridgton lakes and to share the Planning Board's recommendations to address those concerns.
  - b. Permits/Documents Requiring Board Approval
    1. In your packet, please find a copy of Greg Bullard's resignation from the Community Development Advisory Committee.  
***Suggested motion:** Move to accept the resignation of Greg Bullard from the Community Development Advisory Committee.*
    2. For your approval, please see a real estate tax abatements/supplementals being recommended by the Assessor's Agent. The provided information notes the requested abatement and supplemental value/tax.  
***Suggested Motion:** Move to approve the recommended August 22, 2023, tax abatements totaling \$19,838.51 and supplementals totaling \$20,919.45 and \$228.00.*
    3. ***Suggested motion:** Move to approve a Victualer's License renewal to Hannaford.*
    4. ***Suggested motion:** Move to approve a Victualer's License renewal to Standard Gastropub.*
    5. ***Suggested motion:** Move to approve a Victualer's License renewal to Parmala, LLC dba A La Mexicana.*
    6. Woodlands Camp Development, LLC is requesting naming its private road Camp Loop Road. The Cumberland County E911 and our Addressing Officer approve. Please see the paperwork in your binder.  
***Suggested motion:** Move to approve Camp Loop Road for the private road sited on Map 6 Lot 40.*
    7. The Recreation Director is seeking approval to hold a Halloween Parade on Depot Street on October 28<sup>th</sup> at 6pm. Please see the provided information in your binder. The Director will be present for the discussion.  
***Suggested motion:** Move to approve a Halloween Parade on Depot Street on October 28<sup>th</sup> commencing at 6pm.*
    8. Pursuant to 30-A M.R.S. § 3406 (copy of statute in your packet), please refer to Certificate of Commitment of Sewer User Rates: #278 in your packet.  
***Suggested motion:** Move to commit the May 1, 2023, to July 31, 2023, Sewer User Rate Commitment #278 comprising 3 pages totaling \$9,609.18 to the Treasurer for collection.*



9. In your binder, please find revisions to the Town of Bridgton Personnel Rules and Regulations regarding Earned Paid Leave (EPL) (26 MRS §637). The revisions clarify that it is applicable to part-time employees and does not create additional benefits for any other employee. Additionally, the language found in Addendum #1 has been edited to bring it into conformance with the statute. The revisions have been reviewed and approved by legal counsel.

***Suggested motion:*** *Move to approve the revisions to the Town of Bridgton Personnel Rules and Regulations effective August 22, 2023.*

## 8. Old Business

- a. Projects Update



## Select Board Meeting Minutes

### August 8, 2023; 5:00 P.M.

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

Department Heads Present: Town Manager Robert Peabody, Jr; Deputy Town Manager Georgiann Fleck; Town Clerk Laurie Chadbourne; Fire Chief Glen Garland; Code Enforcement Officer Brenda Day; Recreation Director Gary Colello; Community Development Director Victoria Hill.

#### 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: July 25, 2023

**Motion** was made by Member Tworog for approval of the amended minutes (to correct two clerical errors and to include comments made by Joseph Gallinari under agenda item 7.a.1.); second from Member Murphy.

5 approve/0 oppose

#### 4. Public Comments on Non-Agenda Items

Dee Miller, resident of Sunset Road, also a member of the Planning Board but not representing the Planning Board with her comments, requested that the Select Board create a policy to address the issue of short-term rentals (less than ninety days) that are having quite an impact on our community. She believes the easiest and best way to address the problem of short-term rentals is through defining a new type entitled "commercial use of a residential structure" under the residential structure category. She noted that there is an existing change of use application that could be expanded. Ms. Miller submitted additional information to the Board (see attached).

Douglas Oakley, resident of Sanborn's Grove Road, requested that the Board revisit the Water Level Policy. On July 17, 2023 a letter was submitted to the Town regarding a request for change to the policy and procedures and he is asking for a response from the Board. Town Manager Peabody stated that he did provide that letter to the Select Board via email. Vice-Chair McHatton said that before the Board considers any modification, it requires a thorough review by the Town Manager and Public Services Director. Consensus of the Board was to not review the policy at this time.

Bill Preis, resident of Highland Road, would also like the Lake Level Policy reviewed. He provided some historical data to support the request for a review of the lake levels. He suggested that attention be paid to the weather forecasts by monitoring and acting accordingly.

Community Development Director Victoria Hill introduced Deputy Community Development Director Haley Richardson. The Board welcomed Ms. Richardson.

#### 5. Committee/Liaison Reports

Recycling Committee Member Gerald Walraven proposed that the Town explore an energy audit. Efficiency Maine would get involved by sending representatives to review buildings for energy efficiency and provide recommendations for improvement. The Board directed the Town Manager to gather additional information and add this item to a future agenda.



Vice-Chair McHatton requested that discussion of a member on the Community Development Advisory Committee be added to the next agenda for discussion to which Town Manager Peabody responded that this has already been done.

7. Public Hearing at 5:30 P.M.

- a. Special Amusement Permit Application From Standard Gastropub (233 Main Street) For Live Music and Entertainment

Chair Lone opened the public hearing to accept written and oral comments on a special amusement permit application from Standard Gastropub at 5:35 P.M. Code Enforcement Officer Day reported that this business has been approved for outside entertainment through the Planning Board and the business is in full compliance with regulation. Discussion ensued regarding the ending hours of entertainment. Chair Lone voiced concerns regarding the emergency exit to which Code Enforcement Officer Day reiterated that the business is in full compliance with regulation. Chamber Director Angie Cook supports approval noting the positive benefit of bringing more music events to Town. Chair Lone closed the hearing at 5:48 P.M.

8. Action Items Following Public Hearing

- a. Special Amusement Permit To Standard Gastropub (233 Main Street) For Live Music and Entertainment

Motion was made by Member Tworog to approve the special amusement permit to Standard Gastropub; second from Vice-Chair McHatton. Motion was made by Member Tworog to amend the motion to include entertainment no later than 10:00 P.M.; second from Vice-Chair McHatton. Town Clerk Chadbourne reported that Queen's Head was issued a special amusement permit no later than 11:00 P.M. Member Tworog withdrew the motion; Vice-Chair McHatton withdrew the second. **Motion** was made by Member Tworog to approve the special amusement permit to Standard Gastropub, no later than 11:00 P.M. to be consistent with other businesses in the area; second from Vice-Chair McHatton. 4 approve/1 oppose (Chair Lone was opposed)

6. Correspondence, Presentations and Other Pertinent Information

- a. Caucus of the Municipal Officers in Cumberland County Commissioner District #1  
Member Tworog will be attending the District 1 Caucus on September 11, 2023.

- b. Bridgton Harvest Moon Update

Pam Ward and Angie Cook were present to update the Board on the upcoming Bridgton Harvest Moon Fest. There will be minor changes from last year including opening Depot Street back up at 6:00P.M. Old fashion cars will be on site. They are in communication with the Farmers Market for ease of transition from the Market to the Festival. Ms. Ward thanked Deputy Town Manager Fleck for her help. The Board thanked Ms. Ward and Ms. Cook for providing updates.

9. New Business

- a. Awards and Other Administrative Recommendations

- 1. Donation to Recreation Department from Lisa and Andrew Clark

**Motion** was made by Member Tworog to accept the \$1,000 donation from Andrew and Lisa Clark towards the completion of the snack shack at the HAM Complex; second from Member Castleman-Ross.  
5 approve/0 oppose

- 2. Appointment to Ecomaine Board of Directors

**Motion** was made by Chair Lone to appoint Member Castleman-Ross to the ecomaine Board of Directors and Maureen McDevitt as the Alternate; second from Member Murphy. 5 approve/0 oppose



### 3. Discussion of Agenda Protocol

Member Tworog requested that any item not published on the agenda require a unanimous vote by the Board prior to consideration. Chair Lone stated that the Board already has the authority to add or remove items.

#### b. Permits/Documents Requiring Board Approval

##### 1. Business License Renewals

a. Medical Marijuana Large-Scale Caregiver Operation to Armonice, LLC Located at 527 Portland Road

**Motion** was made by Member Castleman-Ross to approve a Medical Marijuana Large-Scale Caregiver Operation to Armonice, LLC; second from Member Murphy. 5 approve/0 oppose

b. Victualer's License to Nora Belle's Located at 2 Cottage Street, Unit 1

**Motion** was made by Member Tworog to approve a Victualer's License to Nora Belle's; second from Member Castleman-Ross. 5 approve/0 oppose

#### c. Select Board Comments

- **Member Murphy** encouraged calls and visits to former Select Board Member Fred Packard.
- **Member Castleman-Ross** has enjoyed being part of the Wastewater Committee and is impressed by how thorough and professional all have been in getting this system up.
- **Member Tworog** had no comments.
- **Vice-Chair McHatton** had no comments.
- **Chair Lone** thanked the Public Services Department for their work and appreciates all their efforts in keeping the roads passable.

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

Town Manager Peabody read the following report into the record:

##### General Information

The Town is accepting applications for full-time Police Officers.

Deputy Town Clerk, Ashley Albrecht has resigned effective August 24<sup>th</sup>. The position is currently being advertised.

Job descriptions and applications may be found the Town's website.

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

The quarterly real estate taxes are due August 15, November 15, February 15, and May 15.

As a result of recent changes in the law, the Tax Stabilization Program will only apply to the property tax year beginning April 1, 2023. However, this same legislation has expanded the eligibility thresholds for participation in the Property Tax Deferral Program and increased the maximum benefit available under the Property Tax Fairness Credit for those age 65 and older. Please visit the Maine Revenue Services website for additional information.

##### Recreation

Fall Sports Sign up – deadline for sign up is Friday, August 18, 2023

Bridgton Recreation Before and After School Enrichment Program – Registration opens Wednesday, August 16, 2023

Member Tworog reported that the property tax fairness credit is administered through the tax return and income tax must be filed regardless of income to take advantage of this program.

### 10. Old Business

#### a. Project Status Updates

Town Manager Peabody provided brief project status updates.

Member Castleman-Ross reported that the Bridgton Public Library is hosting an open house on Saturday, August 12<sup>th</sup> from 9AM until 3PM to assist folks in signing up for a federal internet subsidy program.



11. Treasurer's Warrants

**Motion** was made by Vice-Chair McHatton to approve Treasurer's Warrants numbered 1137, 1138, 202, and 205-211; second from Member Murphy. 5 approve/0 oppose

12. Public Comments on Non-Agenda Items

Vice-Chair McHatton commended the Transfer Station for checking and selling stickers; he thanked staff for a job well done.

Community Development Director Hill reported that EPA waived the extra requirement and the Town should be receiving funding for the sewer main expansion project by September 29<sup>th</sup>.

13. Dates for the Next Select Board Meetings

August 22, 2023, September 12, 2023, September 26, 2023, October 5, 2023 at 5PM (Transfer Station Workshop)

14. Adjourn

**Motion** was made by Member Murphy to adjourn the meeting at 6:31 P.M. ; second from Vice-Chair McHatton. 5 approve/0 oppose

Respectfully submitted,

Laurie L. Chadbourne  
Town Clerk

## Definitions:

Change of use: when primary use of structure changes from residential to any commercial activity, or from one type of commercial activity to another having different characteristics, for example: home to office, office to retail, retail to food services, or other different use; or when a residential structure offering long term living accommodations is offered for short term (less than 30 days) unhosted rental through a local or national rental platform. (NOTE: This definition does not apply to some home occupations as defined elsewhere in this ordinance.)

*(characteristic: a feature of quality belonging typically to a person, place, or thing and serving to identify it.)*

Residential structure: A structure created for human habitation having living, sleeping quarters, functioning and safe kitchen and bathroom intended to be occupied as a primary residence by owner or rental lease agreement for a period exceeding 90 days..

Commercial residential rental: Unhosted rental of residential structure, **when owner is not the primary resident of that structure**, that is intended to provide short-term (vacation) rental, using private or commercial rental platform, for a period less than 90 days.

Unhosted rental: rental of residential property that is not the primary residence the owner.

Hosted rental: rental of residential property that is the primary residence of the owner.

Short-term commercial vacation rental: any commercial/unhosted rental of residential dwelling for less than 14 days is prohibited. (People desiring a short-term stay of less than 14 days are welcome in our motels, and inns.)

## How does this impact a property owner? Rental use of residential property:

Owners of residential property may rent to tenants who will be full time residents of that property under the terms of a standard written lease agreement

Owners/primary residents of residential property, are not restricted regarding rentals within that property.

Leasing of traditional Maine cottage (camp) with a rental history prior to 2015 is unrestricted.

Rental of residential property not the legal primary residence of owners is commercial activity and constitutes a change of use.

Commercial rental of residential properties is prohibited for less than 14 day occupancy. (Short-term rentals, as defined herein, are prohibited.)

Commercial, unhosted rental of residential property may be subject to town licenses and fees and inspection by Fire Department or Code Enforcement Officer.

Commercial residential rentals are subject to the following standards:

1. Be for a minimum of 30 days,
- 2 Bedrooms may not exceed rating of septic system.
3. Must have no more than 2 persons over the age of 5 years per bedroom,
4. Must have at least one person, 25 years of age or older, in residence the entire term of the rental,
5. Must provide adequate off-street parking, fire-safety standards, and provisions for solid-waste disposal,
6. Must observe neighborhood standards of quiet and healthy conditions.



## Laurie Chadbourne

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**From:** Robert "Bob" Peabody, Jr.  
**Sent:** Monday, August 7, 2023 8:20 AM  
**To:** Stephany Jacques  
**Cc:** Carmen E. Lone; Robert McHatton Sr; Laurie Chadbourne  
**Subject:** RE: august 22

Good morning, Stephany-

That would be great. The meeting is at 5pm and we will be sure to place you at the beginning of the meeting.

Bob

Robert A. Peabody, Jr.  
Bridgton Town Manager  
3 Chase Street, Suite 1  
Bridgton, Maine 04009  
[rpeabody@bridgtonmaine.org](mailto:rpeabody@bridgtonmaine.org)  
207.647.8786 Office  
207.256.7211 Cell

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**From:** Stephany Jacques <JacqueSt@cmhc.org>  
**Sent:** Friday, August 4, 2023 8:00 AM  
**To:** Robert "Bob" Peabody, Jr. <rpeabody@bridgtonmaine.org>  
**Subject:** august 22

Good morning Bob,  
It was a pleasure meeting you last week. I was looking at my calendar and was wondering if August 22<sup>nd</sup> would work for me to come to the select board meeting. I can introduce myself and provide an update on what's happening at Bridgton Hospital. Let me know if that works for you.  
Thank you and have a great weekend!  
Steph

Stephany Jacques  
Interim President  
Bridgton and Rumford Hospitals  
BH 207-647-6031  
RH 207-369-1031

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August 14, 2023

To: Bridgton Town Staff and Select Board  
From: Deb Brusini on behalf of Bridgton Planning Board  
RE: Overnighting on Bridgton Lakes

The Planning Board recommends prohibiting or regulating overnight stays, lodging, or living on our lakes. The primary reason for this is protection of the lakes and its recreational activities and insuring lakefront homeowner value, privacy and peace.

A converted pontoon boat acting as a type of "houseboat" has been launching on Highland lake as a short-term rental. It is reported the owner has stated there is no sanitation on-board. Additionally, there have been concerns voiced to LEA and the Planning Board. LEA proposed adopting an ordinance to prohibit houseboats and has provided an example (see attachments). Prohibiting houseboats per se may not be legal. However, the Belgrade ordinance does not specifically prohibit houseboats, but prohibits the overnight mooring, tethering, anchoring or docking of vessels with certain characteristics. The Belgrade ordinance has been approved by that Town's legal counsel.

Note that State law prohibits operating a rented or leased personal watercraft in Bridgton without an identification decal identifying the "rental agency". (Sec. 1. 12 MRSA §13071-A, sub-§4, ¶A).

**Main concerns are:**

**Sanitation/Wastewater treatment and dumping.** Boats used for temporary or permanent overnighting are typically designed with holding tanks that require pumping and others contain marine sanitation devices (MSDs). For those with holding tanks, Bridgton has no pumping station. For those with MSD devices, these "treat" sewage with chlorine before dumping but do not treat pollutants like phosphorus. It is illegal in Maine to dump wastewater into inland waters but most MSDs are designed to do exactly that. Chlorine is not safe for lakes.

Additionally, many primitive "houseboats" use composting toilets or simple 5 gallon buckets, and it is far too easy to dump waste in the cover of darkness - either in the water or at the shoreline.

The Town would not permit a house without a bathroom or any septic/wastewater system; boats with sleeping quarters and/or a galley and/or a head, regardless of type, would not be able to conform to this residential standard in Bridgton.

**Greywater dumping.** Cooking sinks, hand washing, cleaning water are often drained straight into the water on marine vessels. This is not healthy for our lakes. Maine statute prohibits discharges from watercraft, including sewage, septic fluids, garbage or other pollutants from watercraft. (Title 38, section 423).

**Potential Reduction in assessed value for shorefront property.** Overnight mooring in front of properties where owners have made significant financial investments and paid a premium in property taxes would detract from their enjoyment of those investments (for instance,



obstructing their view, noise, privacy, light pollution), and potentially reduce the assessed value of their shorefront property. Mooring in front of waterfront homes has become an issue in a number of towns.

**Fairness.** Overnight lodging or living in a floating structure on our lakes represents a tax free business or residence on the lake.

**Noise.** Noise carries very well across the water, and routine overnighting can disturb others but also may disrupt wildlife, particularly areas close to shore like loon nesting sites.

**Light pollution.** Our lakes are generally dark and not lit up.

**Potential for obstructing boat traffic.** Since we do not have a mooring ordinance, we can not monitor this, and, we can not assure that state law is being adhered to.

**Availability of Emergency Services.** This needs to be better understood if overnight stays became more prolific on our lakes. The airboat may be deployed for emergencies or sporadically but is not suitable as a routine enforcement watercraft, per the Fire Chief.

**Enforcement.** Enforcement is a sticking point, as we do not have a harbormaster or a mooring ordinance. We recommend evaluating if regulating or prohibiting overnight stays / living / lodging could be accomplished without a harbormaster, given the sporadic use of "houseboats" today in Bridgton. Would simple signage at the launch areas be a start, with someone present to advise boaters? As with Belgrade, we are not suggesting to restrict all types of overnight mooring, but overnight living, whether temporary or permanent. Could the EMA drone be deployed in some fashion? Could the airboat be used on a case by case basis to approach a "houseboat" and educate the occupants on the regulations?

If a mooring ordinance and/or harbormaster is legally required, we suggest doing this as simply as possible. Belgrade uses their CEO as the harbormaster, however - the CEO must be trained and certified to the State harbormaster standards.

**Towns that prohibit or restrict overnight lodging / stays / living on floating structures in their waters** (not an exhaustive list):

1. Ellsworth
2. Boothbay Harbor
3. Rangley - restricted through their Land Use Code, not in their mooring ordinance.
4. York
5. Belgrade
6. Palermo - modeled after Belgrade ordinance
7. Edgcomb - restricted through their Land Use Code, not in their mooring ordinance.
8. Harrison

**Towns Working on Restrictions** (not an exhaustive list):

1. Naples - in progress. The Naples intent would be to restrict "houseboats" to be moored at a marina. Houseboat rentals are allowed in Naples.



2. Winthrop - in progress; using the Belgrade ordinance as a model, and consulting the State attorney general and the Department of Inland Fisheries and Wildlife.

**Parting thoughts**

Bridgton's lakes are not of the size (as is Sebago, Moosehead lake, ocean harbors and bays, etc.) that would support overnight stays, either as rentals or longer-term residential living for reasons of environmental concerns, safety and protecting shorefront property values.

*We recommend initiating staff research* to determine if /how Bridgton could prohibit or regulate overnight stays / living / lodging on our lakes. The Town Manager of Winthrop (formerly Town manager of Belgrade) has offered to discuss their work and findings in this area with our Town Manager. The Naples and Harrison harbormasters, as well as the Warden service, and our legislators may also be helpful. Assuming this could be done, the Board would recommend putting a warrant question and associated ordinances on the June or November 2024 ballot.

Thank you for your consideration.

Cc: Colin Holmes  
Lauren Pickford  
Bridgton Planning Board  
Brenda Day  
Torri Hill

Attachments: Letter form Lauren Pickford, LEA  
Belgrade Mooring Ordinance.



June 14, 2021

Bridgton Planning Board  
3 Chase St, Suite 1  
Bridgton, ME 04009

Dear Bridgton Planning Board,

My name is Lauren Pickford, I am the Planning and Land Use Manager at Lakes Environmental Association in Bridgton. There has been increasing interest and concern about the use of house boats on lakes and ponds in our region.

Municipalities that have or are working on boat house ordinances are adding them to existing mooring ordinances. Our organization recommends investigating regulations to create a mooring ordinance and to include the prohibition of house boats.

A mooring ordinance can prevent individuals from mooring a boat in dangerous locations or locations that obstruct navigation or swimming. It can also be used to limit the number of moorings by allowing 1 mooring per designated length of shore frontage. A mooring ordinance could also prevent the danger of house boats. Exceptions for marinas and businesses are often included.

Houseboats are a threat to water quality because of their wastewater systems. Some houseboats are designed with holding tanks that require pumping and others contain marine sanitation devices (MSDs). These devices "treat" sewage with chlorine before dumping but do not treat pollutants like phosphorus. It is illegal in Maine to dump wastewater into inland waters but most MSDs are designed to do exactly that.

In addition to water quality concerns, stakeholders have raised concerns about the impact on waterfront views. Prohibiting the use of houseboats in Bridgton could help protect water quality and the natural beauty of the area.



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230 Main Street, Bridgton, ME 04009 • 207-647-8580 • [mainelakes.org](http://mainelakes.org)

In March of 2021, Belgrade adopted Section 8 (Overnight mooring, anchoring, tethering or docking) into their mooring ordinance to prohibit house boats. The language used is as follows:

***Section 8 Overnight mooring, anchoring, tethering or docking***

*The overnight mooring, anchoring, tethering or otherwise securing of water vessels is prohibited on Belgrade's great ponds and streams if the watercraft possesses the following characteristics:*

- 1. The watercraft has a flat main deck with a beam of 7 feet or greater.*
- 2. Additionally, the watercraft has above its main deck a superstructure that contains a head and/or a galley and/or sleeping quarters designed or modified for temporary or permanent living.*

*This regulation does not prohibit overnight stays on personal watercraft that do not meet this definition, as long as the craft is anchored, moored or secured within 200 feet of shore, or tethered to a dock with the owner's permission, and does not impede safe navigation.*

Thank you for your service to Bridgton, examples of mooring ordinances from Belgrade, Harrison and Naples are attached.



Lauren Pickford  
Planning and Land Use Manager  
Lakes Environmental Association  
lauren@mainelakes.org





# **Mooring Regulations Ordinance**

## **Town of Belgrade, Maine**

### **Section 1    Title**

This ordinance shall be known as the "Town of Belgrade Mooring Regulations Ordinance."

### **Section 2    Authority**

This chapter is adopted pursuant to the enabling provisions of Article VIII, Part 2, Section 1 of the Maine Constitution and the provisions of 12 M.R.S.A. § 13072, 30-A M.R.S.A. § 3001, and 38 M.R.S.A. §§ 1 to 13.

### **Section 3    Purpose**

These standards are designed to ensure that mooring installation, use and maintenance does not impair the public's health, safety and welfare; does not result in degraded water quality, loss of aquatic habitat, or interference with navigation; or does not infringe on the rights of shoreland property owners.

### **Section 4    Applicability**

This regulation allows the installation of moorings for the purpose of securing a watercraft, float, float plane, or swim area floats in a great pond or stream within the Town of Belgrade. The same regulations also apply to anchoring.

### **Section 5    Conflict and severability**

- A. Conflict with other ordinances. Whenever a provision of this regulation conflicts with or is inconsistent with any other ordinances, regulations or statute, the more restrictive provision shall apply.
- B. Severability. The invalidity of any part of this regulation shall not invalidate any other part of this regulation.

### **Section 6    Definitions**

- 1. Great pond: Any inland body of water which in a natural state has a surface area in excess of 10 acres.
- 2. Mooring: Any device designed to float and is attached to the anchoring device that secures a watercraft, float, float plane or swim area floats to the bottom of a water body.
- 3. Mooring location: A rectilinear area on a body of water in which the master or owner of a boat, float or vessel has been permitted to place a mooring.
- 4. Anchoring: To hold fast by means of an anchor.
- 5. Watercraft: Any craft meeting the Federal or State definition of a watercraft.

6. Shorefront mooring zone: The area of water within two hundred (200) feet of the normal high-water line, or one third (1/3) the distance to the opposite shore's normal highwater line, whichever is less.
7. Float: A floating platform moored or anchored for use by swimmers or boats, that is not integrated and connected with a dock.
8. Beam: A watercraft's side-to-side measurement at its widest point.
9. Head: A toilet or lavatory in or upon a watercraft.
10. Galley: A kitchen or an area with kitchen facilities in or upon a watercraft.

## **Section 7    Shorefront mooring zone**

Mooring placement shall be the responsibility of the property owner subject to the following conditions:

1. A mooring may be placed by a shorefront property owner or another individual with the shorefront property owner's written permission.
2. A mooring shall be placed in the shorefront mooring zone directly adjacent to the owner's property.
3. The mooring shall be restricted to water within 200 feet of the normal high-water line, or one third (1/3) the distance to the opposite shore's normal highwater line, whichever is less. If a mooring is deemed to create a navigation hazard, it shall be removed or moved to a safe mooring location specified by the harbormaster.
4. There shall be no more than one mooring for every 50 feet of shoreline of each property.
5. A mooring shall not be allowed if watercraft attached to it will interfere with the watercraft attached to other lawful moorings and/or swim area floats, or if safe navigation is impeded. Anchoring must also not impede safe navigation.
6. Existing moorings with floats in the Mill Stream, as inventoried in October 2020, are excluded from this regulation. Those are: Brightside Marina – six (6) moorings, 7 Lakes Alliance two (2), Peter McManus/Great Pond Yacht Club two (2).

## **Section 8    Overnight mooring, anchoring, tethering or docking**

The overnight mooring, anchoring, tethering or otherwise securing of water vessels is prohibited on Belgrade's great ponds and streams if the watercraft possesses the following characteristics:

1. The watercraft has a flat main deck with a beam of 7 feet or greater.
2. Additionally, the watercraft has above its main deck a superstructure that contains a head and/or a galley and/or sleeping quarters designed or modified for temporary or permanent living.

This regulation does not prohibit overnight stays on personal watercraft that do not meet this definition, as long as the craft is anchored, moored or secured within 200 feet of shore, or tethered to a dock with the owner's permission, and does not impede safe navigation.



## **Section 9    Harbormaster**

The Selectboard shall appoint a harbormaster to carry out and enforce provisions of this chapter. The harbormaster shall be appointed for a term of no less than one year in accordance with the requirements of 12 M.R.S.A. § 13072 and this chapter. The Town's code enforcement officer may also serve as its harbormaster.

## **Section 10   Enforcement; violations and penalties**

- A. The harbormaster shall determine whether provisions of this chapter have been violated. The Selectboard, together with the harbormaster, shall assess the nature and severity of the violation and shall take the necessary course of corrective action, which may include assessment of a penalty. If an illegally placed mooring is not removed within 14 days after a notice of violation has been sent by certified mail and regular United States mail to the property owner's address as listed in the Town's property tax commitment book, the harbormaster may remove the mooring. The mooring's owner shall be responsible for all expenses incurred in the removal, including legal fees.
- B. Any person who violates any provision of this chapter shall be subject to a civil penalty of not less than \$100 and not more than \$2,500 for a first violation. The violator may be ordered to correct or abate the violation unless the court finds that such action will create a threat or hazard to public health or safety, substantial environmental damage, or substantial injustice. Each day that such a violation continues to exist shall be considered a separate violation. This chapter shall be enforced pursuant to 30-A M.R.S.A. § 4452. The failure to obey the lawful order of a harbormaster shall be punished as a Class E crime pursuant to 38 M.R.S.A. § 13.

## **Section 11   Appeals**

Appeals by any person aggrieved by a decision, act, or failure to act by the harbormaster as it relates to the implementation and enforcement of this chapter shall be made to the Appeals Board. In all cases, a person aggrieved by an order or decision made or failure to act by the harbormaster shall file his appeal within 14 days of receipt of notice of the decision or order appealed. The appeal shall specifically describe the grounds for such action. The town clerk shall notify the Selectboard, the town manager, the harbormaster and the Appeals Board of the appeal. The Appeals Board will apply an appellate standard of review in a search for errors or inconsistencies supported by the evidence.

## **Section 12   Effective date**

The Ordinance shall take effect upon voter approval.

Town meeting vote: March 20, 2021



## Laurie Chadbourne

---

**From:** Greg Bullard <gsbullard5@gmail.com>  
**Sent:** Wednesday, August 9, 2023 5:34 PM  
**To:** Kevin Raday  
**Cc:** Carmen E. Lone; Robert McHatton Sr; Laurie Chadbourne; Robert "Bob" Peabody, Jr.  
**Subject:** RE: Resignation From CDAC

Kevin,

I Resign!!!

I will miss my position.  
Overall, I have provided helpful technical information to the selectman.  
Thanks for everyone

Sent from [Mail](#) for Windows

---

**From:** [Kevin Raday](#)  
**Sent:** Tuesday, August 1, 2023 3:38 PM  
**To:** [Greg Bullard](#)  
**Cc:** [Lone, Carmen E.](#); [McHatton, Robert Sr.](#); [Chadbourne, Laurie](#); [Robert Peabody](#)  
**Subject:** Resignation From CDAC

Greg,  
In light of inappropriate language that you have used in recent e-mail, it is deemed to be the best course of action for you to resign from the CDAC.  
Thank you for your contributions to this committee over the years.  
Kevin Raday  
Chair, CDAC

Sent from my iPad



# MEMORANDUM

TOWN OF BRIDGTON Assessing Office

3 Chase St., Ste. 1; Bridgton, Maine 04009; Phone 207-647-8786 Fax 207-647-8789

We are requesting the Assessors/Selectmen to approve the tax abatements listed below as recommended. The reasons and amounts for the individual tax abatements vary and are supported by the table. Individual letters to the taxpayers listed will be sent upon your signature of approval at the bottom of the page.

Tax Year	Account #	Owner	Abated Value	Abated Tax	Reason
2023-2024	PP 137	KeyBank National Association	\$24,570	\$422.60	The value was adjusted to match the itemized list.
2023-2024	PP 200	Laperle, Andrew	\$9,120	\$156.86	The value was adjusted to reflect items that were removed prior to 4/1/2023.
2023-2024	RE 227	Marcella, Richard R	\$240,860	\$4,142.79	The building belong to a different owner.
2023-2024	RE 1721	Peloquin, William	\$36,800	\$632.96	The lot was divided and does not exist.
2023-2024	RE 1899	Tim Barry, Inc.	\$210,680	\$3,623.70	The building belong to a different lot.
2023-2024	RE 2340	Wales, Eric L	\$182,687	\$3,142.22	The lot was corrected from 6.03 acres to 3.03 acres.
2023-2024	RE 3164	Richards , Susan	\$56,310	\$968.53	The land value was adjusted from .10 acres to .08 acres.
2023-2024	RE 3910	Tucker's House	\$280,413	\$4,823.10	The property was exempt as of 4/1/2023.
2023-2024	RE 4083	Preis, William & Jean	N/A	\$1,257.69	The property Tax Stabilization amount was missed.
2023-2024	RE 5527	Sens Revocable Trust	\$38,840	\$668.05	The land value was corrected to reflect a vacant lot.
		<b>Totals</b>	<b>\$1,080,280</b>	<b>\$19,838.51</b>	

The attached list of tax abatements are approved by the Bridgton Assessors/Selectmen on August 22, 2023.

Carmen E. Lone, Chairman

Paul A. Tworog

Robert J. McHatton Sr, Vice Chairman

Carrye Castleman-Ross

Kenneth J. Murphy

**Town of Bridgton 08-22-2023  
Supplemental Commitment  
(FY 2022-2023)**

account	owner	new personal value	new personal net	new personal tax	Reason	FY
PP 304	Sugar Maple Group, Inc	\$15,000	\$15,000	\$228.00	The account was missed in the original commitment.	2022-2023
	Total			\$228.00		



## **SUPPLEMENTAL TAX CERTIFICATE**

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

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

Given under our hands this 22nd day of August, 2023.

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

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

\_\_\_\_\_  
Robert J. McHattan Sr. Vice Chair

\_\_\_\_\_  
Carrye Castleman-Ross

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

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

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

## SUPPLEMENTAL TAX WARRANT

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

County of Cumberland

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

GREETINGS: Hereby are committed to you a true list of the assessments of the estates of the persons hereinafter named. You are hereby directed to levy and collect each of the persons named in said list his respective portion, therein set down, of the sum of: **Two hundred twenty eight dollars (\$228.00)**, it being the amount of said list; and all powers of the previous warrant for the collection of taxes issued by us to you and dated 28th day of July, 2022 are extended thereto; and we do hereby certify that the list of assessments of the estates of the persons named in said list is a supplemental assessment laid by virtue of Title 36, Section 713, as amended and the assessments and estates thereon as set forth in said list were either invalid, void or omitted by mistake from the original list committed unto you under our warrant dated 28th day of July, 2022.

Given under our hands this 22nd day of August, 2023.

### MUNICIPAL ASSESSOR(S)

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

\_\_\_\_\_  
Robert J. McHattan Sr. Vice Chair

\_\_\_\_\_  
Carrye Castleman-Ross

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

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

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

Town of Bridgton 08-022-2023  
Supplemental Commitment  
(FY 2023-2024)

Account	Map/lot	New land	New building	New exempt	New real estate net	New real Estate tax	Reason	Fiscal year
RE 6062	003-028-C	\$0.00	\$190,810.00	\$0.00	\$190,810.00	\$3,281.93	The building was assessed on the wrong lot.	2023-2024
RE 1275	009-007-B	\$129,800.00	\$152,835.00	\$0.00	\$282,635.00	\$4,861.32	The property was not exempt as of 4/1/2023.	2023-2024
RE 1616	012-046-A-008	\$110,000.00	\$159,133.00	\$0.00	\$269,133.00	\$4,629.09	The property was not exempt as of 4/1/2023.	2023-2024
RE 40	001-013	\$235,496.00	\$58,606.00	\$0.00	\$294,102.00	\$5,058.55	The property was not exempt as of 4/1/2023.	2023-2024
RE	017-002-007-001	\$23,212.00	\$0.00	\$0.00	\$23,212.00	\$399.25	The account was missed in the original commitment.	2023-2024
RE 6020	014-002-J	\$0.00	\$143,099.00	\$0.00	\$143,099.00	\$2,461.30	The building was assessed on the wrong lot.	2023-2024
					\$1,217,991.00	\$20,919.45		



## **SUPPLEMENTAL TAX CERTIFICATE**

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

We, the undersigned, Assessors of the Municipality of Bridgton, hereby certify that the foregoing list of estates and assessments thereon, recorded in page 1 through 1 of this book, were either invalid, void or omitted by mistake from our original invoice and valuation and list of assessments dated the 11th day of July, 2023, that these lists are supplemental to the aforesaid original invoice, valuation and list of assessments dated the 11th day of July, 2023, and are made by virtue of Title 36, Section 713, as amended.

Given under our hands this 22nd day of August, 2023.

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

---

Carmen E. Lone, Chairman

---

Robert J. McHattan Sr. Vice Chair

---

Carrye Castleman-Ross

---

Paul A. Tworog

---

Kenneth J. Murphy

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

## SUPPLEMENTAL TAX WARRANT

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

County of Cumberland

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

GREETINGS: Hereby are committed to you a true list of the assessments of the estates of the persons hereinafter named. You are hereby directed to levy and collect each of the persons named in said list his respective portion, therein set down, of the sum of: **Twenty thousand nine hundred and nineteen dollars and forty five cents (\$20,919.45)**, it being the amount of said list; and all powers of the previous warrant for the collection of taxes issued by us to you and dated 11th day of July, 2023 are extended thereto; and we do hereby certify that the list of assessments of the estates of the persons named in said list is a supplemental assessment laid by virtue of Title 36, Section 713, as amended and the assessments and estates thereon as set forth in said list were either invalid, void or omitted by mistake from the original list committed unto you under our warrant dated 11th day of July, 2023.

Given under our hands this 22nd day of August, 2023.

### MUNICIPAL ASSESSOR(S)

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

\_\_\_\_\_  
Robert J. McHattan Sr. Vice Chair

\_\_\_\_\_  
Carrye Castleman-Ross

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

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

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

# TOWN OF BRIDGTON

## MEMO

**TO:** Select Board  
**FROM:** Laurie L. Chadbourne, Town Clerk  
**RE:** Business Licenses  
**DATE:** August 16, 2023

---

### August 22, 2023 Select Board Meeting

#### 7. New Business

##### b. Permits/Documents Requiring Board Approval

3. Victualer's License to Hannaford Located at 109 Portland Road  
☒ CEO (to include any Planning Board requirements) ☒ Fire ☒ Police ☒ Town Clerk
4. Victualer's License to Standard Gastropub Located at 233 Main Street  
☒ CEO (to include any Planning Board requirements) ☒ Fire ☒ Police ☒ Town Clerk
5. Victualer's License to Parmala, LLC Doing Business as A La Mexicana  
Located at 243 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

3 Chase Street, Suite 1  
Bridgton, ME 04009

---

Brenda Day  
Code Enforcement Officer

## MEMORANDUM

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

**From:** Brenda Day, E-911 Addressing Officer

**Date:** August 8, 2023

**Re:** Camp Loop Rd.

The property owner of Map 66 Lot 40 has proposed the following names for the private road:

First Choice: Camp Loop Rd.

Second Choice: Loop Lane

Third Choice: Loop Camp Lane

This office recommends approval of Camp Loop Rd. Way and Cumberland County E911 Dispatch Center supports this recommendation.

Thank you for your consideration.

**Attachments:** Proposed Street Name Request Application  
Location Maps



# TOWN OF BRIDGTON, MAINE STREET NAME REQUEST FORM

Application fee \$110.00 per sign

Date paid: 8 / 1 / 23

## Applicant Information:

Name: Woodlands Camp Development, LLC Phone #: 207.985.3646

(current) Mailing Address: P.O. Box 261, Kennebunk, ME 04043

Email address: geoff@bowleybuilders.com

Signature: [Handwritten Signature]

Date: 7 / 24 / 23

Proposed street is a: Private Way Subdivision Road Name of Subdivision: Camp Woodlands

New street access off (name of street): KANSAS Rd. and between numbers 600 and 650

Tax map and lot numbers(s) of access points: MAP 6 // LOT 40

Length of new street (in feet): 1,000 Number of lots accessed by new street: 12

Other owners that access their property from this private way: See subdivision plan

Name: N/A Map/Block/Lot: \_\_\_\_\_

Name: \_\_\_\_\_ Map/Block/Lot: \_\_\_\_\_

Name: \_\_\_\_\_ Map/Block/Lot: \_\_\_\_\_

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

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

1st Choice: CAMP LOOP LANE. Accepted Rejected Reason: \_\_\_\_\_

2nd Choice: LOOP LANE. Accepted Rejected Reason: \_\_\_\_\_

3rd Choice: LOOP CAMP LANE. Accepted Rejected Reason: \_\_\_\_\_

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

### For office use only

Date application was received: 8 / 1 / 23

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

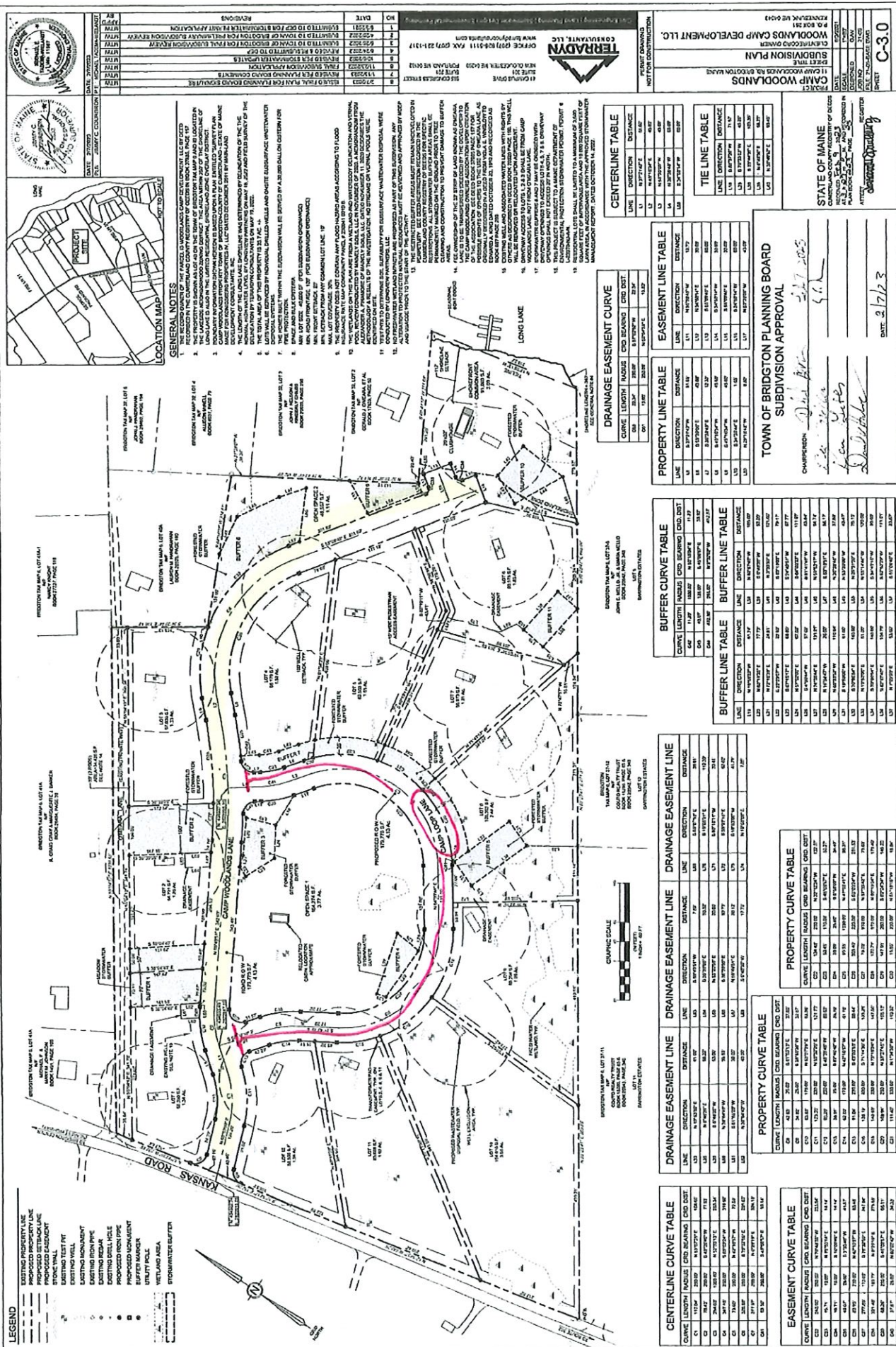
Cumberland County Dispatch Center Supports Recommendation Yes No

Approved by Board of Selectmen: \_\_\_/\_\_\_/\_\_\_

Sketch attached

Mapping updated  
Notifications sent  
Complete  
Initials: \_\_\_\_\_







## Brenda Day

---

**From:** Brenda Day  
**Sent:** Tuesday, August 8, 2023 9:06 AM  
**To:** Deborah Plummer  
**Subject:** Road Name

Good morning Deb,

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

1<sup>st</sup> choice: Camp Loop Rd.

2<sup>nd</sup> choice: Loop Lane

3<sup>rd</sup> choice: Loop Camp Lane

It is recommended that we approve the first choice, Camp Loop Rd.

Would you support this name or do you anticipate conflict?

Please advise,

*Brenda Day*

**Code Enforcement Officer**

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

**207-803-9963**

**Fax: 207-647-8789**

\*\*\*Starting July 1, 2023, The office hours for the Town Office are Monday thru Thursday 7:30-5:00 and closed on Fridays\*\*\*

## Brenda Day

---

**From:** Chad Arris <arris@cumberlandcounty.org>  
**Sent:** Tuesday, August 8, 2023 10:45 AM  
**To:** Deborah Plummer; Brenda Day  
**Subject:** Re: Road Name

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

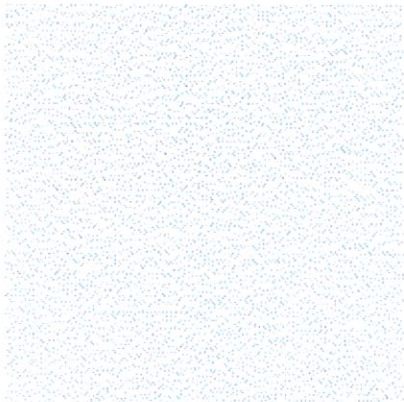
I am answering this for Deb who is out of the office this week. All of those look fine to me,

Chad

On Tue, Aug 8, 2023 at 10:40 AM Deborah Plummer <[DPlummer@cumberlandcounty.org](mailto:DPlummer@cumberlandcounty.org)> wrote:  
Can you respond to her please. Thanks

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

**From:** Brenda Day <[bday@bridgtonmaine.org](mailto:bday@bridgtonmaine.org)>  
**Date:** Tue, Aug 8, 2023 at 08:06  
**Subject:** Road Name  
**To:** Deborah Plummer <[DPlummer@cumberlandcounty.org](mailto:DPlummer@cumberlandcounty.org)>



Good morning Deb,

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

1<sup>st</sup> choice: Camp Loop Rd.

2<sup>nd</sup> choice: Loop Lane

3<sup>rd</sup> choice: Loop Camp Lane

It is recommended that we approve the first choice, Camp Loop Rd.

Would you support this name or do you anticipate conflict?

## Laurie Chadbourne

---

**From:** Robert "Bob" Peabody, Jr.  
**Sent:** Monday, August 14, 2023 9:21 AM  
**To:** Carmen E. Lone; Robert McHatton Sr  
**Cc:** Laurie Chadbourne; Georgiann M Fleck  
**Subject:** FW: Halloween Palooza  
**Attachments:** Halloween Palooza.png

Agenda item?

Robert A. Peabody, Jr.  
Bridgton Town Manager  
3 Chase Street, Suite 1  
Bridgton, Maine 04009  
[rpeabody@bridgtonmaine.org](mailto:rpeabody@bridgtonmaine.org)  
207.647.8786 Office  
207.256.7211 Cell

---

**From:** Gary Colello <[gcolello@bridgtonmaine.org](mailto:gcolello@bridgtonmaine.org)>  
**Sent:** Friday, August 11, 2023 7:14 AM  
**To:** Robert "Bob" Peabody, Jr. <[rpeabody@bridgtonmaine.org](mailto:rpeabody@bridgtonmaine.org)>  
**Cc:** Angela Cook <[director@glrcc.org](mailto:director@glrcc.org)>  
**Subject:** Halloween Palooza

Good Morning Bob,

I would like to request the ability to have a Halloween Parade at around 6PM on October 28<sup>th</sup>. We will be looking to do the Depot Street Loop.

Bridgton's Halloween Palooza will take place in the back parking lot of the school. The parade will be run just like Festival of Lights where we will meet by/near the skate park. Take the right on to Depot St, left on Main St, another left at Magic Lantern and finish at the Skate Park.

I have spoken to Todd/Phil about stopping traffic during that time and said they had no issues with it.

This will be a co-sponsored event with the Chamber.

Can I be added to the agenda at some point to request the road closure for the parade?

Thank you!

Gary Colello, CSCS, CPRP  
Director of Recreation



# BRIDGTON'S HALLOWEEN PALOOZA

## Block Party!

*Love always,*  
**BRIDGTON  
MAINE**

BRIDGTON  
**B**  
RECREATION

GREATER BRIDGTON  
  
CHAMBER of COMMERCE



Pumpkin Painting  
Face Painting  
Music/Games/Food  
Costume Contest  
Parade at Dusk



Saturday  
28 Oct

Stevens Brook  
School

Starting from  
4pm



THE BEST COSTUME WILL  
RECEIVE A PRIZE





## **Robert "Bob" Peabody, Jr.**

---

**From:** Gary Colello  
**Sent:** Monday, August 14, 2023 10:47 AM  
**To:** Robert "Bob" Peabody, Jr.; Carmen E. Lone  
**Cc:** Georgiann M Fleck; Laurie Chadbourne  
**Subject:** Re: Halloween Palooza

Hello Carmen,

Thank you for the questions. I am happy to clarify.

This event will be an extension of what is already done in Town. The Haunted Walk will remain, there is no intent to replace Elm St or Trick or Treating.

Both Angie and I have been approached numerous times over the last couple of years to have a Halloween Parade and I thought it would be a good way to bring back the Halloween Party that used to take place at the Town Hall on Halloween as well as get one more event into Town at the end of fall.

We thought it would be good to way to start a new tradition in Town similar to Festival of Lights selecting a specific Saturday each year rather than on Halloween. We thought the 4<sup>th</sup> Saturday would be a great spot. Eventually Halloween will fall on that Saturday and it will never be a few days away.

Since the Haunted House and Halloween Palooza will bring out a different crowd of volunteers I do not suspect us losing out on those volunteers for either event.

The Saturday event we will be looking at 2 Hours of activities and then the parade. The Haunted House will actually be going on too that weekend. We plan to open the haunted house at the Ice Rink right after the parade.

There is no need for a large budget as most of the things we will have local businesses helping. If you wanted a number I would say it would not exceed \$500 from the Towns budget. (Halloween already has a budgeted amount of \$3,000).

For Example Edward Jones Investment will be sponsoring our face painting station. We are working on getting pumpkin donations from local farms, we are also working with MEH to bring some stuff in to help us. This along with others I think this can be done at minimal cost.

We still have many of the games from the Town Hall Halloween party days, and a huge donation from a Bridgton resident of Halloween Decorations (The house across from the post office, the gentleman donated all of his stuff to the Rec Department) so I do not see a need for anything major to be purchased.

The Chamber is a full equal partner in participation but it would be considered a Recreation Department event. We are still working on many of the details of activities but it will be family and kids friendly.

We are requesting just the Depot St Loop to avoid blocking off 302 for any longer than it already will be so it will be starting and ending at the Skate Park.

Please let me know if you have any more questions.

Can we get some board members in the Haunted House this year 😊?!?!?

Thank you,

Gary Colello, CSCS, CPRP

Director of Recreation

Town of Bridgton

Cell – 207-647-1126

---

**From:** Robert "Bob" Peabody, Jr. <rpeabody@bridgtonmaine.org>

**Date:** Monday, August 14, 2023 at 10:27 AM

**To:** Gary Colello <gcolello@bridgtonmaine.org>

**Cc:** Georgiann M Fleck <gmflex@bridgtonmaine.org>, Laurie Chadbourne <lchadbourn@bridgtonmaine.org>

**Subject:** FW: Halloween Palooza

Please see Carmen's questions.

Bob

Robert A. Peabody, Jr.  
Bridgton Town Manager  
3 Chase Street, Suite 1  
Bridgton, Maine 04009  
[rpeabody@bridgtonmaine.org](mailto:rpeabody@bridgtonmaine.org)  
207.647.8786 Office  
207.256.7211 Cell

---

**From:** Carmen E. Lone <selectmanlone@bridgtonmaine.org>

**Sent:** Monday, August 14, 2023 10:26 AM

**To:** Robert "Bob" Peabody, Jr. <rpeabody@bridgtonmaine.org>; Robert McHatton Sr <selectmanmchatton@bridgtonmaine.org>

**Cc:** Laurie Chadbourne <lchadbourn@bridgtonmaine.org>; Georgiann M Fleck <gmflex@bridgtonmaine.org>

**Subject:** Re: Halloween Palooza

Be sure to talk to affected businesses regarding the closure.



Other than road closure will probably be other questions. just a few:

Will this replace "Elm Street"?

What's your budget?

28<sup>th</sup> is Sat; Halloween is Tuesday; will this exhaust volunteers for usual Rec halloween activities? OR does this replace the traditional Rec program?

What is the extent of chamber involvement?

Where are the other activities being staged?

---

**From:** Robert "Bob" Peabody, Jr. <[rpeabody@bridgtonmaine.org](mailto:rpeabody@bridgtonmaine.org)>

**Sent:** Monday, August 14, 2023 9:21 AM

**To:** Carmen E. Lone <[selectmanlone@bridgtonmaine.org](mailto:selectmanlone@bridgtonmaine.org)>; Robert McHatton Sr  
<[selectmanmchatton@bridgtonmaine.org](mailto:selectmanmchatton@bridgtonmaine.org)>

**Cc:** Laurie Chadbourne <[lchadbourne@bridgtonmaine.org](mailto:lchadbourne@bridgtonmaine.org)>; Georgiann M Fleck <[gmfleck@bridgtonmaine.org](mailto:gmfleck@bridgtonmaine.org)>

**Subject:** FW: Halloween Palooza

Agenda item?

Robert A. Peabody, Jr.  
Bridgton Town Manager  
3 Chase Street, Suite 1  
Bridgton, Maine 04009  
[rpeabody@bridgtonmaine.org](mailto:rpeabody@bridgtonmaine.org)  
207.647.8786 Office  
207.256.7211 Cell

---

**From:** Gary Colello <[gcolello@bridgtonmaine.org](mailto:gcolello@bridgtonmaine.org)>

**Sent:** Friday, August 11, 2023 7:14 AM

**To:** Robert "Bob" Peabody, Jr. <[rpeabody@bridgtonmaine.org](mailto:rpeabody@bridgtonmaine.org)>

**Cc:** Angela Cook <[director@gblrcc.org](mailto:director@gblrcc.org)>

**Subject:** Halloween Palooza

Good Morning Bob,

I would like to request the ability to have a Halloween Parade at around 6PM on October 28<sup>th</sup>. We will be looking to do the Depot Street Loop.

Bridgton's Halloween Palooza will take place in the back parking lot of the school. The parade will be run just like Festival of Lights where we will meet by/near the skate park. Take the right on to Depot St, left on Main St, another left at Magic Lantern and finish at the Skate Park.

I have spoken to Todd/Phil about stopping traffic during that time and said they had no issues with it.

This will be a co-sponsored event with the Chamber.

Can I be added to the agenda at some point to request the road closure for the parade?

Thank you!

CERTIFICATE OF COMMITMENT OF SEWER USER RATES  
COMMITMENT #278

**August 2023**  
**Route 1**

**To:** Robert A. Peabody, Jr., the Treasurer of the Municipality of Bridgton, Maine.

Attached is a true list of the sewer rates established by us pursuant to 30-M.R.S. § 3406 for those properties, units and structures on **Route 1**, required by local and State Law to pay a sewer rate to the municipality, for the **period beginning 1 May 2023 and ending 31 July 2023**. This list is comprised of 3 pages which are attached to this certificate.

The date on which the rates included in this list are **due and payable is 22 September, 2023**. You are hereby required to collect from each person named in the attached list, his or her respective amount as indicated in the list; **the sum-total being \$ 9,609.18**. You are hereby required to charge interest at a rate of 6.0% per annum on any unpaid account balance. You are hereby authorized to collect these rates and any accrued interest by any means legally available to you under State Law.

Given under our hands this **22<sup>nd</sup> day of August 2023**.

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Carmen Lone, Chair

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Robert McHatton, Sr., Vice-Chair

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Paul Tworog

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Kenneth Murphy

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Carrye Castleman-Ross

# Billing Edit Report

Seq	Previous	Current	Cons	Water	Sewer	Total	Acct	Name	Location
<b>Book #</b>									
*1	1525100	1531600	6500	0.00	1,510.61	1,510.61	198	HILL STREET TERRACE HOUSING CORPORATION 014-077	42 WAYSIDE AVE.
*2	16700	16900	200	0.00	106.86	106.86	206	WHERE ITS AT LLC 0023-0019	4 NULTY ST.
*3	30900	31200	300	0.00	109.97	109.97	207	BRIDGTON PUBLIC LIBRARY 023-145	1 CHURCH ST.
*4	9409	11099	1690	0.00	958.28	958.28	208	HAYES JR., ALLEN S 023-015	112 MAIN ST.
*5	0	39	39	0.00	303.09	303.09	209	HEBB, HENRY; ETAL 023-146	109 MAIN ST.
*6	286500	292000	5500	0.00	271.94	271.94	210	HAYES JR., ALLEN S 023-014	118 MAIN ST.
*7	236500	242200	5700	0.00	680.67	680.67	211	108 MAIN STREET, LLC 0023-0012	108 MAIN ST.
*9	256000	295300	39300	0.00	1,827.88	1,827.88	213	BROWN, C N 022-094	93 MAIN ST.
*10	48040	51120	3080	0.00	1,303.46	1,303.46	217	CHALMERS BROTHERS, LLC 022-092	88 MAIN ST.
*11	4500	4600	100	0.00	204.36	204.36	219	APERTO FINE ART, LLC 0022-0096	63 MAIN ST.
*13	94325	97253	2928	0.00	493.71	493.71	220	WILE, TIMOTHY S 022-090	76 MAIN ST.
*15	7585	7585	0	0.00	100.63	100.63	221	PAULA MILLER / DOG ON THE PORCH 0022-0097	59 MAIN ST.
*16	206500	209600	3100	0.00	1,002.20	1,002.20	225	LAKE VIEW SUITES, LLC 0022-0099	2 WALKER ST.
*14	83700	84100	400	0.00	213.71	213.71	785	C & P NEW HORIZONS, LLC 0022-0091	82 MAIN ST.
*17	58340	61005	2665	0.00	183.64	183.64	4091	ELEVATION SUSHI AND TACOS, LLC 0023-0147	103 MAIN ST.
*18	17470	17870	400	0.00	113.09	113.09	4092	THE CARRY ALL CORNER, LLC 0023-0147	103 MAIN ST.
*8	6740	7505	765	0.00	225.08	225.08	9683	N.F.I. North, Inc.	7 Nulty Street
<b>Total:</b>				<b>0.00</b>	<b>9,609.18</b>	<b>9,609.18</b>			

# Consumption Report

- - - - Sewer - - - -

Book	SEWER	RESRV	EDU	4	5	6	7	8	9	Total
1	72,667	0	0	0	0	0	0	0	0	72,667
<b>Total:</b>	<b>72,667</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>72,667</b>



## Billing Edit Report

### Calculation Summary Report

<u>Water</u>		<u>Sewer</u>	
<b>Override</b>	0.00	<b>Override</b>	0.00
<b>Flat</b>	0.00	<b>Flat</b>	0.00
<b>Units</b>	0.00	<b>Units</b>	7,345.76
<b>Consumption</b>	0.00	<b>Consumption</b>	2,263.42
<b>Miscellaneous</b>	0.00	<b>Miscellaneous</b>	0.00
<b>Adjustments</b>	0.00	<b>Adjustments</b>	0.00
<b>Tax</b>	0.00	<b>Tax</b>	0.00
<b>Total</b>	0.00	<b>Total</b>	9,609.18

### User Category Summary

<b>Category</b>	<u><b>Water</b></u>	<b>Cons</b>	<b>Amount</b>	<b>Category</b>	<u><b>Sewer</b></u>	<b>Cons</b>	<b>Amount</b>
	<b>Count</b>				<b>Count</b>		
				1 SEWER METER	17	72667	9,609.18

Full-time employees shall accrue vacation based on the following schedule:

After one full year of employment..... 80 hours of vacation  
Years 5 – 9 .....120 hours of vacation  
Years 10 – 19.....160 hours of vacation  
20+ Years .....200 hours of vacation

A person successfully completing the probationary period may take up to two (2) days of vacation prior to their first anniversary date of employment which shall be part of the 80 hours of vacation accrued after one (1) year of continuous service.

- A. Vacations shall be granted at such time or times as shall be mutually agreeable to the employees and the Department Heads, except a vacation shall not disrupt departmental operations. Due consideration shall be given to an employee's seniority in regard to scheduling vacations.
- B. Employees will receive any unused, accrued vacation upon termination of employment.
- C. Employees shall be permitted to carry-forward a maximum of 80 hours unused vacation. Vacation in excess of 80 hours will be forfeited if unused by the employee in the year it accrued. In extenuating circumstances beyond the control of the employee, the Town Manager may grant an extension of time to allow the employee an opportunity to use accrued vacation time.

~~C.D.~~ Part-time employee paid leave is listed under Addendum #1 Earned Paid Leave.

## **Article 27. Personal Days**

### **Section 1: Eligibility**

Employees beginning their third (3) year of continuous service shall receive three (3) personal days per year. Personal days must be used in the year received and shall not be carried forward into the next year. The use of Personal Days requires 24 hours' notice on a form prescribed by the Finance Office to and approval by the Department Head or, for Department Heads, the Town Manager.

## **Article 28. Sick Leave**

### **Section 1. Eligibility and Accrual**

Sick leave for full-time employees shall accrue at a rate of one (1) day for each calendar month of service accumulative to a maximum of ninety-six (96) working days (960 hours). For the purpose of this section the first month of the employee's services shall be counted as a full month of service if the employment begins on or before the fifteenth day of the month.

## **Article 28. Sick Leave**

### **Section 2. Sick Leave Usage**

~~Sick leave may be used only in the following cases: personal illness or physical incapacity of such a degree as to render the employee unable to perform the duties of his/her position or for purposes of~~



~~providing care for members of the employee's immediate family (defined as members connected by blood or law). If the employee is capable of performing other available work, then Section 3 Transitional Duties may be utilized at the discretion of the Town Manager. If requested, the employee shall furnish to the Department Head a certificate from the employee's medical provider.~~

~~Additionally, sick leave may be used by the employee for the purpose of attending doctor's appointments including appointment for those in the employee's immediate family as defined in the prior paragraph.~~

Sick leave may only be used in the following cases:

1. Personal Illness or Incapacity: Personal illness or physical incapacity of such a degree as to render the employee unable to perform the duties of his/her position;
2. Care for Family Member: For purposes of providing care for members of the employee's immediate family (defined as members connected by blood or law); and
3. Personal or Family Member Doctor's Appointments: For the purpose of attending doctor's appointments including appointments for those in the employee's immediate family as defined above.

If, in any of the above three circumstances, the employee is capable of performing other available work, then Section 3 Transitional Duties may be utilized at the discretion of the Town Manager. If requested, the employee shall furnish to the Department Head, or if a Department Head to the Town Manager, a certificate from the employee's medical provider.

**Full-Time Employees in First Year of Employment:** Notwithstanding the above, new full-time employees during their first year of employment only may use up to one-half (50%) and no more than 40 hours of their monthly accrued sick leave for unrestricted purposes after completing 120 days of employment. This provision expires at the end of the first year of employment, after which the above three general rules for permissible sick leave apply. Any accrued sick leave that remains unused at the close of the first anniversary of the employee's hire, measured from the employee's start date to the same day and month of the following year, will automatically transition into sick leave that must meet the above restrictions with the conversion taking place on the last working day before the anniversary of the employee's hire.

## **Article 28. Sick Leave**

### **Section 3. Transitional Duties**

Transitional duty programs are an important component of effective return to work programs and are designed to help an employee who has suffered injury or illness transition back into the workforce as quickly and safely as possible. If it has been determined by a medical provider, by written certificate, that personal illness or physical incapacity renders the employee unable to perform their regular duties, whenever possible the Town of Bridgton will provide and support transitional work which may include work in various other departments. Efforts to return the employee to full work capacity will be made a top priority in the best interest of both the employee



**ADDENDUM #1**  
**EARNED PAID LEAVE ~~26 MRS §637~~**

**Section 1: —Application**

~~These rules apply to employers that employ more than 10 employees in the usual and regular course of business for more than 120 days in any calendar year, with certain exceptions. Covered employers shall permit each employee to accrue earned paid leave based on the employee's base rate of pay. The effective date is January 1, 2021.~~

In accordance with Statute 26 MRS §637, part-time employees are entitled to earn one hour of paid leave for every forty (40) hours worked, up to forty (40) hours in one year of employment.

This Addendum #1 applies only to part-time employees and creates no additional benefits for any other employee. All full-time employees will find leave policies in Article 26 and Article 28.

**Section 21: Definitions**

~~As set forth in 26 MRS §637, t~~The following terms have the following meanings.

- A. "120 days" means calendar days (not business days).
- B. "Base rate of pay." The base rate of pay is identical to the regular rate of pay. The base rate will be calculated by reference to the week immediately prior to the leave taken.

~~C. "Bureau" means the Bureau of Labor Standards.~~

~~D.C.~~ "Calendar year" means January 1 through December 31 of any year.

~~D. "Covered Employee." A covered employee is a person engaged in employment as defined in the Employment Security Act, 26 MRS 1043(11) for an employer as defined as 26 MRS 1043(9), except as otherwise set forth herein or in the Act Authorizing Earned Employee Leave. A covered employee may include a person who is employed full-time, part-time or per diem. "Employment" has the same meaning as in 26 MRS § 1043(11) but does not include employment in a seasonal industry as defined in 26 MRS § 1251.~~

~~E. "Covered Employer." A covered employer is an employer as defined in 26 MRS 1043(9) is one who employs more than 10 covered employees in the usual and regular course of business for more than 120 days in a calendar year.~~

~~E.F.~~ "Employee" means a person engaged in employment as defined in the Employment Security Act, 26 MRS 1043(11).

~~F.A. "Covered Employer." A covered employer is an employer as defined in 26 MRS 1043(9) who employs more than 10 covered employees in the usual and regular course of business for more than 120 days in a calendar year.~~

G. "Emergency" ~~and "sudden necessity," which terms may be used interchangeably herein,~~ means a situation in when the need for leave is not reasonably foreseeable.

~~H. "Employer" has the same meaning as in 26 MRS § 1043(9).~~

~~I.A. "Employment" has the same meaning as in 26 MRS § 1043(11) but does not include employment in a seasonal industry as defined in 26 MRS § 1251.~~

~~H. "One-year period" means any period of 365 (366 in a leap year) consecutive days.~~

~~J.I. "Part-time employee" means an employee working less than 40 hours per week or on a per diem basis year-round and not classified a seasonal employee. "Employment on a seasonal industry" means employment in an industry determined by the Unemployment Insurance Commission to be seasonal pursuant to 26 MRS § 1251 and employment for an employer~~



~~who has submitted the required report to the Bureau of Unemployment Compensation setting forth the seasonal period for the applicable year.~~

~~K.J. "Seasonal employee" means an employee who works only during certain times of the year and has a defined start and end date. "Hours Worked." For purposes of 26 MRS § 637(3), for covered employees defined as exempt by federal regulations (29 CFR §541), in the absence of any other record, the presumption is that hours worked by such employees are 40 hours per week.~~

~~L. "One year period" means any period of 365 (366 in a leap year) consecutive days.~~

~~M.K. "Start of Employment" means the first day the employee performed work for the Town.~~

~~N.L. "Year of employment" means a period of 365 (366 in a leap year) consecutive days beginning with the employee's *start of employment*, or any subsequent period of 365 (366 in a leap year) consecutive days beginning on one of the following:~~

- ~~a. The anniversary date of the employee's start of employment; or~~
- ~~b. Such date as the employer may assign, provided that no loss of earned paid leave results for any employee not using the date identified in a. above.~~

#### Section: ~~32~~: **Accrual**

- ~~A. An employee is entitled to earn one hour of earned paid leave at their base rate of pay for every 40 hours worked, up to 40 hours in one year of employment as defined in Section ~~21.L-H~~ herein.~~
- ~~B. Accrual of earned paid leave begins at the start of employment or anniversary date for current employees, but the Town does not permit use of the leave before the employee has been employed by the Town for 120 calendar days during a one-year period.~~
- ~~C. No more than forty hours of earned paid leave will be available for use by a Covered Employee during any one-year period as established by Section ~~21.L-H~~ herein.~~
- ~~D. Covered Employees with accrued and unused hours of earned paid leave from the previous year of employment will have those hours available for use by the employee in the current year of employment, up to a maximum of 40 hours. Earned paid leave Hours will only continue to accrue up to forty hours in the current year of employment.~~
- ~~E. Employees will receive any unused, accrued earned paid leave up to 40 hours upon termination of employment.~~

#### ~~Section 4: — **Greater Benefits and Exception**~~

- ~~A. Nothing in this chapter may be construed to affect the Town's obligation to comply with any collective bargaining agreement or employee benefit plan that provides greater earned paid rights to employees than the rights provided by 26 MRS § 637.~~
- ~~B. 26 MRS § 637 does not apply to an employee covered by a collective bargaining agreement during the period between January 1, 2021, and the expiration of the agreement.~~

#### Section ~~53~~: **Notice and Use of Leave**

- ~~A. Reasonable Notice. Absent an emergency or, illness, or other sudden necessity for taking earned paid leave, earned paid leave shall be granted at such time or times as shall be mutually agreeable to the employee and the Department Head, except use shall not disrupt departmental operations.~~