

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. 5 approve/0 oppose

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 24th. 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 12th 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 29th.

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