

## Select Board Meeting Minutes September 12, 2023; 4:30 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; Police Chief Phil Jones; Recreation Director Gary Colello; Code Enforcement Officer Brenda Day; Community Development Director Victoria Hill

### 1. Call to Order

Chair Lone called the meeting to order at 4:30 P.M.

### 2. Pledge of Allegiance

The Board recited the “Pledge of Allegiance.”

### 3. 4:30 P.M. Executive Session Per 1 MRS § 405.6(A) for Personnel Matters

**Motion** was made by Chair Lone to enter executive session at 4:30 P.M. per 1 MRS Section 405.6.A for discussion of personnel matters; second from Member Tworog. 5 approve/0 oppose

**Motion** was made by Vice-Chair McHatton to exit executive session at 5:09 P.M.; second from Member Tworog. 5 approve/0 oppose

### 4. Action Items Following Executive Session

There were no action items following executive session.

### 5. Approval of Minutes: August 22, 2023

**Motion** was made by Member Tworog for approval of the August 22, 2023 meeting minutes; second from Chair Lone. 5 approve/0 oppose

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

There were no public comments on non-agenda items.

### 7. Committee/Liaison Reports

Member Tworog reported that the Pondicherry Park Committee is seeking membership and encouraged anyone interested to contact the Town Clerk’s Office for an application.

### 8. Correspondence, Presentations and Other Pertinent Information

#### a. Request from Justin McIver to Extend Approval for Music on Main Events Through 2024

Justin McIver was present to request extension of the outdoor festival permit waiver and victualer’s licensing requirement waiver as well as the continuation of Park Street closure for the events. Member Tworog asked if the event would need authorization by the Planning Board to which Code Enforcement Officer Brenda Day responded that technically these events may have required Planning Board review. *[After the meeting, CEO Day confirmed that since this event does not exceed four hours, a mass gathering review by the Planning Board is not required.]* Discussion ensued regarding the waiver of fees and permitting requirements for Music on Main and how these waivers may impact other festivals in Bridgton. The Board commended and thanked Mr. McIver for bringing these events to Bridgton. **Motion** was made by Member Tworog to approve the Music on Main Events through December 31, 2024 under the same terms currently in place; second from Vice-Chair McHatton. 5 approve/0 oppose

Chair Lone brought agenda item 9 forward.

9. 5:30 P.M. Public Hearing

- a. To Accept Written and Oral Comments on a Special Amusement Permit to Breakroom 248 for Live Music and Entertainment

Chair Lone opened the public hearing to accept written and oral comments on a Special Amusement Permit to Breakroom 248 for live music and entertainment at 5:35 P.M. There were no public comments. Chair Lone closed the hearing at 5:36 P.M.

10. Action Items Following Public Hearing

- a. Special Amusement Permit to Breakroom 248 for Live Music and Entertainment

**Motion** was made by Member Tworog to approve a Special Amusement Permit to Breakroom 248; second from Member Murphy. Chair Lone questioned how many afternoons and days of the week there will be live entertainment. 5 approve/0 oppose

- b. Pleasant Mountain Race: Permission to Use Section of Mountain Road on October 7, 2023

Scott Eugley and Adeline Casali are partnering with Loon Echo to host a trail race on Pleasant Mountain on October 7, 2023. They requested road closure from the lodge to Bald Peak head at the start of the race which is about ¼ mile. Town Manager Peabody will ensure that there is Police Department presence. **Motion** was made by Member Tworog to approve the requested section of Mountain Road for a road race; second from Chair Lone. Member Tworog **withdrew the motion**; Chair Lone withdrew the second. **Motion** was made by Member Tworog to approve closing the requested section of Mountain Road for a road race on October 7, 2023 from 7:45 A.M. until 8:15 A.M.; second from Chair Lone. 5 approve/0 oppose Town Manager Peabody directed Emergency Management Director Todd Perreault to be the contact for this event.

- c. Comprehensive Plan Update

Community Development Director Victoria Hill provided a brief update on the status of the Comprehensive Plan. She reviewed the project work plan, meeting schedules and responded to several questions asked by the Board.

- d. Lakes Environmental Association Concern of Shoreland Zoning Violation

Lakes Environmental Association Director Colin Holme reported concerns of a Shoreland Zoning Violation at 300 North Bridgton Road (Map 21, Lot 34A). Code Enforcement Officer Brenda Day stated that the property owner worked with DEP to correct the violation to which Mr. Holme does not believe that the shoreland zoning violation has been properly mitigated. Discussion ensued. CEO Day will work with LEA Director Holme and the property owner to prepare a consent agreement for Board review at their next meeting.

9. 5:30 P.M. Public Hearing

10. Action Items Following Public Hearing

Agenda item 9 and 10 were addressed earlier in the meeting.

11. New Business

- a. Awards and Other Administrative Recommendations

1. NIMS Certification Training Timeframe, EMA Director Todd Perreault

Emergency Management Director Todd Perreault and the Board set a date for NIMS Certification Training on Thursday, October 26<sup>th</sup> from 6:00 P.M. until 8:00 P.M.

2. Discussion of Port-A-Potties

Vice-Chair McHatton reported concerns on the lack of cleanliness of the port-a-potties and requested that they be cleaned more often. Recreation Director Gary Colello will review the contract and expense involved with additional cleaning for consideration during the budget process.

b. Permits/Documents Requiring Board Approval

1. Donation of \$500 from Jeffrey Frey and Anne Butter to Before and After School Enrichment Program

**Motion** was made by Chair Lone to accept the donation of \$500 from Jeffrey Frey and Anne Butter to Before and After School Enrichment Program; second from Member Tworog. 5 approve/0 oppose

2. Senior Tax Assistance Payments

**Motion** was made by Chair Lone to approve the qualified applicants and assistance amounts for Senior Property Tax Assistance; second from Member Castleman-Ross. 5 approve/0 oppose

3. Victualer's Licenses to Nouria 443 Portland Road (443 Portland Road); Great Scott MacWagon (Mobile); Maine Street Creamery (Mobile); Mister Twister -The Pretzel Guy (Mobile); Mows Munchies (Mobile); Binny's Catering Cart (Mobile); Happy Valley Popcorn (Mobile)

**Motion** was made by Member Castleman-Ross to approve a Victualer's License to Nouria 443 Portland Road; second from Member Tworog. 5 approve/0 oppose

**Motion** was made by Chair Lone to forgive the Victualer's License fee and Site Permit fee for any mobile food vendors at Harvest Moon Festival; second from Vice-Chair McHatton. 5 approve/0 oppose

**Motion** was made by Chair Lone to approve Victualer's Licenses to Great Scott MacWagon, Maine Street Creamery, Mister Twister, Mows Munchies, Binny's Catering Cart and Happy Valley Popcorn; second from Member Castleman-Ross. 5 approve/0 oppose

Town Manager Peabody will direct staff to provide proposed amendments to the festival and licensing policies/ordinances to the Select Board at their first meeting in December.

4. Phosphorus Mitigation Policy

CEO Day provided a brief explanation of the proposed Phosphorus Mitigation Policy. **Motion** was made by Vice-Chair McHatton to approve the Phosphorus Mitigation Policy; second from Member Castleman-Ross. 5 approve/0 oppose

c. Select Board Comments

- **Member Tworog** had no concerns.
- **Member Castleman-Ross** acknowledged and thanked the group of local citizens that voluntarily cleaned up the encampment on Stevens Brook. She really appreciates all their efforts.
- **Member Murphy** asked when the Church Street sidewalk bids are going out to which Town Manager Peabody responded that there are two issues that require resolve prior to issuing the RFP.
- **Vice-Chair McHatton** had no concerns.
- **Chair Lone** asked for a status update of the planting in Farragut Park to which Town Manager Peabody will follow up with Perennial Point of View.

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. The job description and application may be found on the Town's website.

A question for the Board: 1) Scheduling a goal setting session?

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

A reminder that quarterly real estate taxes are due August 15, November 15, February 15, and May 15.

Veronica LaCascia began her position as Deputy Town Clerk last week. She brings solid municipal experience with her and is proving to be great fit for the team. Please stop by the Clerk's Office to say hi and welcome her to Bridgton.

### **Recreation**

The Rec Department is looking for local Actors and Actresses to volunteer to be in our Haunted House this October.

Adult programs such as Jumping Janes Senior Fitness, Tai Chi, Pickleball, Archery, Walking, Ping Pong, and Karate take place weekly at the Bridgton Town Hall.

We have the Fryeburg Fair Shuttle Bus on October 3rd. Residents are free. Pre-registration required.

Magic of Christmas Adult Trip is on December 10th and tickets are \$45 for the show and bus ride.

Halloween Palooza is on Oct. 28th come dressed in your costume! We are looking for parade entries to be in the Halloween Parade at 6PM!

Save the Date to Celebrate Lights on After School with Bridgton Rec. Come out and check out and celebrate Recreation Department and our Community Partners offer to children outside of school hours!

### **Public Works Department**

Received from the Maine Historic Preservation Commission (paraphrased):

Our office has reviewed the proposed project pursuant to the terms of the Preservation Easement the Commission holds on the former Armory Building at 12 Depot Street in Bridgton. Based on the information provided, it is our understanding that the existing ramp and railing on the Depot Street facing elevation of the Community Center would be removed and replaced with a new ramp and railing on the northwest elevation (parking lot facing) of the building. We concur that the new ramp and railing location would be an improvement over the existing design and location. We consider the proposed ramp design to be in accordance with the Standards and the terms of our easement.

Good job, Joe Leighton, for navigating this process."

The Board opted to set a goal setting session for November, 2023.

Deputy Town Manager Fleck reported that the Harvest Moon Festival is scheduled for September 16<sup>th</sup>, the next Music on Main is scheduled for September 23<sup>rd</sup>, and Brewfest is scheduled for September 30<sup>th</sup>.

### **12. Old Business**

#### **a. Project Status Updates**

Town Manager Peabody provided a brief project status update.

Town Manager Peabody will add the proposed policy for financial assistance to hook on to the public sewer system to the next agenda for Board review and consideration.

Town Manager Peabody requested that the October 5<sup>th</sup> workshop be rescheduled to October 19<sup>th</sup> due to the Maine Municipal Workshop conflict to which the Board agreed.

### **13. Treasurer's Warrants**

**Motion** was made by Vice-Chair McHatton for approval of Treasurer's Warrants numbered 1133, and 215 through 224; second from Member Tworog. 5 approve/0 oppose

14. Public Comments on Non-Agenda Items

There were no public comments on non-agenda items.

15. Dates for the Next Select Board Meetings

September 26, 2023 / October ~~5~~ 19, 2023 at 5PM (Transfer Station Workshop) / October 10, 2023 /  
October 24, 2023 / October 26, 2023 6PM-8PM (NIMS Certification Training) / November 2023 (Goal  
Setting Session TBD)

16. Adjourn

**Motion** was made by Member Murphy to adjourn the meeting at 7:35 P.M.; second from Vice-Chair  
McHatton. 5 approve/0 oppose

Respectfully submitted,

Laurie L. Chadbourne  
Town Clerk