

Select Board Meeting Minutes
September 26, 2023; 4:00 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; 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 4:00 P.M.

2. Pledge of Allegiance

The Board recited the "Pledge of Allegiance."

3. 4:00 P.M. Executive Session Per 1 MRS § 405.6(A) for Personnel Matters

Motion was made by Member Tworog to enter executive session at 4:00 P.M. per 1 MRS Section 405.6.A for discussion of personnel matters; second from Member Murphy. 5 approve/0 oppose

Motion was made by Member Castleman-Ross to exit executive session at 4:25 P.M.; second from Member Tworog. 5 approve/0 oppose

4. 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 4:26 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 Member Tworog to exit executive session at 4:52 P.M.; second from Vice-Chair McHatton. 5 approve/0 oppose

5. Approval of Minutes: September 12, 2023

Motion was made by Member Castleman-Ross for approval of the minutes from the September 12, 2023 Select Board Meeting; second from Member Murphy. 5 approve/0 oppose

Chair Lone suggested that the Board move agenda item 12.a. forward for consideration to which the Board agreed.

12. Old Business

a. Shoreland Zoning Violation

CEO Brenda Day reported that James Cyr disturbed soils and vegetation on property located at 300 North Bridgton Road which violates Section IV.4 of the Land Use Standards in the Shoreland Zoning Ordinance. CEO Day added that Lakes Environmental Director Colin Holme submitted revegetation requirements with extensive replanting. Mr. Cyr reported that he worked with the Department of Environmental Protection to fix the erosion control with bark mulch, replanted ten to twelve pine trees, and paid his permit fees; he also paid fines to DEP. CEO Day recommended replanting nine shade tolerant indigenous shrubs and nine shade tolerant indigenous perennials. **Motion** was made by Chair Lone to approve the Consent Agreement as presented by the Code Enforcement Officer with the recommended revegetation plan (nine shade tolerant indigenous shrubs and nine shade tolerant indigenous perennials); second from Vice-Chair McHatton. The Board thanked LEA for their input. 5 approve/0 oppose

6. Public Comments on Non-Agenda Items

There were no public comments on non-agenda items.

7. Committee/Liaison Reports

Vice-Chair McHatton reported that Michael Davis has submitted application for membership to the Community Development Advisory Committee (which is scheduled for the next agenda) and made a **motion** to appoint Michael Davis to the Community Development Advisory Committee; second from Member Murphy. Chair Lone noted that the Board has already reviewed a committee application as he is on another committee. Member Tworog supports the appointment but does not support voting on items not on the agenda.

5 approve/0 oppose

8. Correspondence, Presentations and Other Pertinent Information

There were no correspondence, presentations, or other pertinent information.

9. New Business

a. Awards and Other Administrative Recommendations

1. Acceptance of \$500 from the Ed Rock Community Spirit Fund of the Maine Community Foundation

Motion was made by Vice-Chair McHatton to accept the \$500 donation from the Ed Rock Community Spirit Fund and to allocate the donation to the Town of Bridgton Summer Recreation Program; second from Member Murphy. 5 approve/0 oppose

2. Wastewater Connection Assistance Program Policy for Hook up to the Public Sewer System

Town Manager Peabody provided a draft policy to assist low-income homeowners with the cost of connecting to the public sewer system. He also provided a draft application and thanked Executive Assistant Nikki Hodgkins for creating the document. Town Manager Peabody responded to several questions asked by the Board. Member Tworog suggested amendments to include the mandate of a homestead exemption on file and the establishment of a maximum of five thousand dollars per applicant. **Motion** was made by Vice-Chair McHatton to approve the Wastewater Connection Assistance Program Policy for Hook up to the Public Sewer System effective January 1, 2024; second from Member Murphy. 4 approve/1 oppose (Member Tworog was opposed.) Chair Lone thanked former Select Board Member Zaidman for his initiation of the assistance program.

Chair Lone brought agenda item 10 and item 11 forward.

10. 5:30 P.M. Public Hearing

a. To Accept Written and Oral Comments on a Special Amusement Permit to Tarry-A-While

Chair Lone opened the public hearing at 5:38 P.M. to accept written and oral comments on a Special Amusement Permit to Tarry-A-While. Vice-Chair McHatton asked what type of entertainment is planned to which Dan Richards, owner, responded that they have live entertainment for wedding and various events. Member Castleman-Ross asked if the 2023 season has been successful to which Mr. Richards responded, "Yes." Chair Lone closed the hearing at 5:40 P.M.

b. To Accept Written and Oral Comments on the Adoption of the Local General Assistance Ordinance Yearly Appendices A-H (October 1, 2023 through September 24, 2024)

Chair Lone opened the public hearing at 5:40 P.M. to accept written and oral comments on the adoption of the local General Assistance Ordinance Yearly Appendices A-H. Town Clerk Laurie Chadbourne reported that Maine Municipal Association annually updates Appendices A-H which must be adopted after conducting a hearing and she noted that the State reimburses the municipality at seventy percent. Chair Lone closed the hearing at 5:42 P.M.

11. Action Items Following Public Hearing

a. Special Amusement Permit to Tarry-A-While (17 Tarry-A-While Road)

Motion was made by Member Tworog to approve a Special Amusement Permi to Tarry-A-While for live music and entertainment; second from Member Murphy. 5 approve/0 oppose

b. Adoption of the Local General Assistance Ordinance Yearly Appendices A-H (October 1, 2023 through September 24, 2024)

Motion was made by Member Tworog to approve the adoption of the local General Assistance Ordinance and Yearly Appendices A-H which shall be in effect from October 1, 2023 through September 30, 2024; second from Vice-Chair McHatton. 5 approve/0 oppose

Chair Lone returned to agenda item 9.

b. Permits/Documents Requiring Board Approval

1. Open Space Committee Discussion

Community Development Director Victoria Hill provided a draft committee statement for establishing an Open Space Committee. **Motion** was made by Vice-Chair McHatton to establish an Open Space Committee and approve its charge, mission, and authority; second from Chair Lone. 5 approve/0 oppose

2. Energy Committee Discussion

The Board discussed the establishment of an energy task force/ad hoc committee to seek funding to undertake energy audits of Town owned buildings and to advise the Board on how to implement the findings of those audits. **Motion** was made by Vice-Chair McHatton to direct the Town Manager to draft a charge, mission, and authority for an Energy Efficiency Committee for Board review; second from Member Castleman-Ross. 5 approve/0 oppose

3. Maine Municipal Voting Delegate

Motion was made by Member Tworog to designate Town Manager Peabody as the Voting Delegate for the Town of Bridgton; second from Vice-Chair McHatton. **Motion** was amended by Member Tworog to include designating Deputy Town Manager Fleck as the Alternate Voting Delegate; second from Vice-Chair McHatton. 5 approve/0 oppose

4. Victualer's Licenses to: Bridgton House of Pizza Located at 256 Main Street; Breakroom 248 Located at 248 Main Street; Corn Shop Trading Co. Located at 179 Main Street; Campfire Grille Located at 518 Portland Road; BMR Donuts d/b/a Dunkin Donuts Located at 181 Portland Road

Motion was made by Member Tworog for approval of the Victualer's Licenses to Bridgton House of Pizza, Breakroom 248, Corn Shop Trading Co., Campfire Grille, and BMR Donuts d/b/a Dunkin Donuts; second from Vice-Chair McHatton. 5 approve/0 oppose

ADDITIONAL ITEM

Certificate of Commitment of Sewer User Rates Commitment #279

Motion was made by Chair Lone to approve the Certificate of Commitment of Sewer User Rates Commitment #279 comprising of three pages totaling \$18,754.90 to the Treasurer for collection; second from Member Murphy. Member Tworog requested a more detailed report to allow the Board to double check the calculations to which Town Manager Peabody responded that the numbers are now being verified and he will also review the reporting functionality. 5 approve/0 oppose

c. Select Board Comments

- **Member Murphy** encouraged attendance at the Brewfest at the HAM Complex on Saturday.
- **Member Castleman-Ross** had no comments.
- **Member Tworog** reported that motor vehicle will not be returning to Bridgton (for license renewals/exams).
- **Vice-Chair McHatton** thanked the Public Services Department for improving the condition of the porta-potties on Sabattus Island.
- **Chair Lone** had no comments.

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

Deputy Town Manager Fleck read the following report into the record:

"General

Bridgton is hosting the 19th annual Maine Lakes Brewfest on Saturday, September 30th beginning at 12PM until 4PM at Ham Complex, 40 Brag Way, Bridgton. This is a rain or shine event. If you have any questions, please contact the Greater Bridgton Lakes Region Chamber of Commerce at 207-647-3472 or www.gblrcc.org.

October is Domestic Violence Awareness Month, hence the reason for purple lights. Domestic Violence is the No.1 cause of death for women aged 15-44; although 4 out of 5 are women, men and children are also at risk; 15 million children are exposed to domestic violence each year; Domestic violence is responsible for about 1,500 deaths annually; Domestic violence is a worldwide problem that can't be solved night to day but we can be informed, be alert, and report. Need HELP call the confidential hotline at 1-800-537-6066.

Bridgton Recreation

Lights on After School Open House is scheduled for October 20th. Fryeburg Fair is October 1st through the 8th and there is a Fryeburg Fair Adult trip scheduled for October 3rd. Currently there are three positions open in the Recreation Department for a Full-time Program Coordinator; Full-time Enrichment Programmer and a part-time Youth Development Professional. Haunted Nightmare is scheduled for October 20, 21, 27 and 28 – 7:00P.M to 9:00P.M. We are in need of volunteers for athletics, town events and programs. For more information contact the Recreation Department at 207-647-1126 or refer to our website.

Police Department

Bridgton PD is currently hiring. For more information contact Phil Jones, Police Chief at policechief@bridgtonmaine.org or call 207-647-8814 or refer to our website at bridgtonmaine.org

Please refer to our website bridgtonmaine.org for more information on these events and more and to subscribe for alerts."

Town Manager Peabody reported that the Town has been working with Brewfest and eight members of staff will be assisting with the parking; all parking fee proceeds to benefit the HAM Complex.

10. 5:30 P.M. Public Hearing

This item was addressed earlier in the meeting.

11. Action Items Following Public Hearing

This item was addressed earlier in the meeting.

12. Old Business

a. Shoreland Zoning Violation Consent Agreement

This item was addressed earlier in the meeting.

b. Project Status Updates

Town Manager Peabody provided a brief wastewater status update.

Chair Lone asked for the status of the manhole cover on Main Street to which Town Manager Peabody responded that repair is in process.

Chair Lone asked for the status of the shrubs at Farragut Park to which Town Manager Peabody responded that they have been ordered.

13. Treasurer's Warrants

Motion was made by Vice-Chair McHatton for approval of Treasurer's Warrants numbered 225, 226 and 227; 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

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

16. Adjourn

Motion was made by Member Murphy to adjourn the meeting at 6:25 P.M.; second from Member Tworog.
5 approve/0 oppose

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk