

Select Board Meeting Minutes

October 24, 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

Administration Present: Town Manager Robert Peabody, Jr.; Deputy Town Manager Georgiann Fleck; Town Clerk Laurie Chadbourne; Community Development Director Victoria Hill; Fire Chief Glen Garland; Public Services Director David Madsen; Finance Officer Holly Heymann.

1. Call to Order

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

2. Pledge of Allegiance

The Board recited the "Pledge of Allegiance."

3. Approval of Minutes: October 10, 2023

Motion was made by Vice-Chair McHatton for approval of the October 10, 2023 minutes; second from Member Murphy. 5 approve/0 oppose

4. Public Comments on Non-Agenda Items

There were no public comments on non-agenda items.

5. Committee/Liaison Reports

Chair Lone reported that Sally Chappel has submitted resignation from the Recycling Committee. **Motion** was made by Vice-Chair McHatton to accept the resignation of Sally Chappel from the Recycling Committee; second from Member Murphy. 5 approve/0 oppose

6. Correspondence, Presentations and Other Pertinent Information

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

7. New Business

a. Awards and Other Administrative Recommendations

1. Halloween Street Closing: Elm Street, Bennett Street, Iredale Street, and Chase Street

Motion was made by Member Tworog to close Elm Street, Bennett Street, Iredale Street, and Chase Street from 4:00 P.M. until 9:00 P.M. on October 31st for trick or treating; second from Vice-Chair McHatton. 5 approve/0 oppose

Chair Lone noted that the Chamber of Commerce is accepting donations of bags of candy to be distributed to the residents of Elm Street, Bennett Street, Iredale Street, and Chase Street.

Member Castleman-Ross will be handing out full-size candy bars and encouraged trick or treaters to visit her on Halloween.

b. Permits/Documents Requiring Board Approval

1. Reserve Accounts Policy Revision

Town Manager Peabody reported that the proposed revision is for the purpose of adding a Wastewater Connection Assistance Reserve. **Motion** was made by Member Tworog to approve the revised Town of Bridgton Reserve Account Policy as presented; second from Member Castleman-Ross. 5 approve/0 oppose

2. Confirmation of Marita Wiser as Warden for the November 7, 2023 Election

Motion was made by Member Tworog to confirm the Town Clerk's appointment of Marita Wiser as Warden for the Town of Bridgton for the November 7, 2023, State of Maine General Election; second from Member Murphy. 5 approve/0 oppose

3. Adult Use Marijuana Store License to Puffin Company 3 DBA The Great Atlantic Puffin Company Located at 510 Portland Road

Motion was made by Member Tworog to approve an adult use marijuana license to Puffin Company 3 dba The Great Atlantic Puffin Company located at 510 Portland Road; second from Member Castleman-Ross. 5 approve/0 oppose

4. Sewer Billing Change Recommendation

Finance Officer Holly Heymann requested changing the billing period of Route 1 and Route 2 to be consistent with the billing period of Route 3, so they all comply with the fiscal year. **Motion** was made by Member Tworog to approve changing the billing period for Route 1 and Route 2 to follow our fiscal year; second from Member Castleman-Ross. 5 approve/0 oppose

5. Certificate of Commitment of Sewer User Rates Commitment #280

Motion was made by Vice-Chair McHatton to commit the July 1, 2023 to September 30, 2023 Sewer User Rate Commitment #280 comprising of 5 pages totaling \$3,909.61 to the Treasurer for collection; second from Member Murphy. 5 approve/0 oppose

c. Select Board Comments

- **Member Murphy** asked when the holiday lights will be put up to which Director Madsen responded between Veterans Day and Thanksgiving Day weekend.
- **Member Castleman-Ross** wished all a safe and Happy Halloween and encouraged public attendance at the Halloween Parade.
- **Member Tworog** asked about the two-row design at Farragut Park to which Director Madsen responded that the second tree is ten feet from the property.
- **Member Tworog** reported that there have been several break-ins at local businesses over the last few weeks and encouraged the public to pay closer attention to suspicious activity.
- **Vice-Chair McHatton** had no comments.
- **Chair Lone** had no comments.

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

Deputy Town Manager read the following into the record:

"Saturday, October 28th

4:00p.m. – Bridgton's Halloween Palooza Block Party at Stevens Brook School includes all kinds of activities such as face painting, costume contest, music, games, food and more.

6:00p.m. - Bridgton's Halloween Parade begins at Stevens Brook School, registration is required, and the theme is (you guessed it) Halloween.

Tuesday, October 31st

4p.m.-9p.m. - Elm Street, Chase Street, Iredale Street and Bennett Street will be closed for Trick or Treating. The Chamber is taking candy donations for residents on Elm, Chase, Iredale and Bennett Street to be distributed on Monday the 30th just in time for Halloween.

Saturday, October 28th and Sunday, October 29th at the Town Hall, 26 North High Street, is the 3rd annual Haunted Nightmare Walk with Laser tag \$15.00 or Walk only for \$9.00

There are several Trunk or Treats planned both for the 28th and 31st as well as so many other activities throughout town for both days so please refer to the Town of Bridgton website, bridgtonmaine.org, or the Greater Bridgton Chamber of Commerce website, www.gblrcc.org for more information.

General

A new municipal complex sign was recently installed by Public Works. New public parking signs will be installed in the next few weeks.

Ladies Weekend out is scheduled for Saturday, November 18th and Sunday November 19th. Ancora Italian Restaurant, 18a Depot Street, is hosting Women in Business on Wednesday November 15th 5p.m. – 7p.m.

Town Clerks Office

The deadline to request an absentee ballot without a reason for the November 7, 2023 General Election is the close of business on Thursday, November 2, 2023. After this deadline, voters may request an absentee ballot by completing and signing a Special Circumstance Application.

The Town Clerks office will be open on Thursday, November 2nd from 5p.m. to 7p.m. for the purpose of accepting voter registration, and other election related issues. No other town business will be conducted during this time.

Finance Department

Transfer Station Square Stands / Cash Drawers / Receipt Printers have been installed and set up to go live on 11/1/2023 for all sales with the capability of accepting credit cards.

Community Development

Please join your community at the Bridgton Town Hall on Wednesday, November 1st at 6p.m. for the Comprehensive Plan project kick-off! The event includes a brief presentation followed by an open-house style activity to help you learn why a comprehensive plan is important and why you should get involved! Food and beverages will be provided, and children are welcome. Questions or comments? Visit our new comprehensive plan project website accessible through the Town of Bridgton Website or email Community Development Director, Victoria Hill, at vhill@bridgtonmaine.org

Bridgton Recreation

Lights on After School Open House is scheduled for October 26th at Stevens Brook Elementary School Gym beginning at 5p.m. until 7p.m. Haunted Nightmare is scheduled for October 28th and 29th at the Town Hall 7p.m. to 9p.m. An adult trip to the Magic of Christmas with the Portland Symphony Orchestra is scheduled for December 10th at 2p.m. with the bus leaving the Town Hall at 12:15p.m. Cost is \$45.00 per ticket. 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 the website.

Police Department

Bridgton PD will have officers at the PD during trick or treating on Halloween to hand out goodies. Officer Chaine will be at the Bridgton Community Center this Saturday from 10-2 for National Drug Take Back. We are still advertising for two open full-time patrol positions. Applicants can reach out to Chief Jones at pjones@bridgtonmaine.org

Please refer to our website bridgtonmaine.org for more information on these events and more and to subscribe for alerts. Also, check out Greater Bridgton Chamber of Commerce, www.gblrcc.org for these events and more !”

Town Manager Peabody thanked Deputy Town Manager Georgiann Fleck, Executive Assistant Nikki Hodgkins, and the Department Heads for a very quiet vacation week.

8. Old Business

a. Project Status Updates

Community Development Director Hill reported that the updated cost estimate for the Church Street sidewalk project is significantly higher than expected and suggested using the CDBG funds this year and dedicating next year’s funding to this project as well.

Brent Bridges, P.E. reported that we are within a couple of months of actively being able to take wastewater in Town and provided a brief update of the current process. Full completion of the substation to send wastewater to the plant is expected by December 5, 2023. He also responded to several questions asked by the Board.

9. Treasurer's Warrants

Motion was made by Member Castleman-Ross to approve Treasurer's Warrants numbered 233, 234, 235, 236, and 237; second from Member Tworog. 5 approve/0 oppose

10. Public Comments on Non-Agenda Items

Vice-Chair McHatton asked when the next transfer station sticker check is scheduled for which Director Madsen responded it will be conducted prior to Thanksgiving.

11. Dates for the Next Select Board Meetings

October 26, 2023 @ 6PM-8PM (NIMS Training Certification); November 1, 2023 @ 6PM Comprehensive Plan Meeting at Town Hall; November 8, 2023 @ 5PM (Transfer Station Workshop); November 14, 2023 @ 5PM Regular Meeting; November ~~15~~, 27, 2023 @ 5PM (Goal Setting Session)

Member Tworog reminded all members to take the mandatory Freedom of Access class.

12. Adjourn

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

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk