

Select Board Meeting Minutes
November 14, 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; Code Enforcement Officer Brenda Day.

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 24, 2023

Motion was made by Vice-Chair McHatton for approval of the October 24, 2023 minutes; second from Member Tworog. 5 approve/0 oppose

4. Public Comments on Non-Agenda Items

Bill Preis asked if the Town will be switching the website from ".org" to ".gov" to which Chair Lone responded that the Town is not making that change. He added that ".gov" would be a much more secure site.

On behalf of the Ping Pong Group, Bill Preis presented a donation to Recreation Director Gary Colello in the amount of \$300 and thanked the Town for supporting the program for the past nineteen years. **Motion** was made by Chair Lone to accept the \$300 donation from the Ping Pong Group; second from Member Murphy. 5 approve/0 oppose

Planning Board Chair Deb Brusini encouraged attendance at the public hearings on amendments to the Land Use Code.

5. Committee/Liaison Reports

a. Resignation of Molly Barker from Comprehensive Plan Task Force Committee

Motion was made by Vice-Chair McHatton to accept the resignation of Molly Barker from the Comprehensive Plan Task Force Committee; second from Member Tworog. 5 approve/0 oppose

6. Correspondence, Presentations and Other Pertinent Information

a. Department of Economic and Community Development Grant Discussion

Community Development Director Victoria Hill reported that GPCOG received a Housing Opportunity Program Service Provider Grant that will allow for site analysis for affordable housing in Bridgton. Director Hill added that there are three sites being reviewed, a 13-acre parcel behind the laundry mat, a 20-acre parcel on Wayside Ave and a 16-acre parcel behind the hospital. Town Manager Peabody reiterated that this study is the initial step to determine viability prior to a fact-based discussion.

b. Horse Drawn Carriages

Tiffany Payton submitted a request to provide horse drawn carriage rides during the holiday and winter season. She proposed four-hour shifts with varying times depending on reservations. Proof of insurance listing the Town of Bridgton as additionally insured will be submitted to the Town Clerk. The Board supported Ms. Payton moving forward with the carriage rides in Bridgton.

7. 5:30 P.M. Public Hearing

a. Special Amusement Permit to Standard Gastropub Located at 233 Main Street

Chair Lone opened the public hearing to accept written and oral comments on a Special Amusement Permit to Standard Gastropub at 5:40 P.M. There were no comments. Chair Lone closed the public hearing at 5:41 P.M.

8. Action Items Following Public Hearing

a. Special Amusement Permit to Standard Gastropub Located at 233 Main Street

Motion was made by Select Board Member Tworog to approve the Special Amusement Permit to Standard Gastropub; second from Member Castleman-Ross. 5 approve/0 oppose

c. Wayside Avenue Culvert

The Board received concerns from Charles Gionet, 1 Kennard Street, regarding the water runoff on his property to which Public Services Director David Madsen reported that the property owner has made improvements to his property which impacted the drainage system and the Town will not be taking any additional action.

7. 5:30 P.M. Public Hearing / 8. Action Items Following Public Hearing

Items 7 and 8 were addressed earlier in the meeting.

9. New Business

a. Awards and Other Administrative Recommendations

1. Tax Acquired Property Located at 112 Howard Trail

Town Manager Peabody requested guidance on moving forward with the tax acquired property located at 112 Howard Trail. Vice-Chair McHatton noted that the prior owner tried to pay his back taxes but the Town did not accept payment due to the code violations, yet the Town continues to keep the property in the exact same condition to which Town Manager Peabody responded that the Town could not remove personal property until legal notification was provided to the prior owner. This legal process is now complete and he is seeking the Board's guidance on moving forward with cleaning the property up or selling. Joshua Cash, former stepson of the prior owner, grew up on that property and expressed interest in ownership. He is willing to take on the liability of cleaning up the property and payment of all back taxes and fees. The Board directed the Town Manager to seek a legal opinion on the transfer of ownership to Mr. Cash.

b. Permits/Documents Requiring Board Approval

1. Transfer Station Days of Operation

Vice-Chair McHatton stated that the change of hours has been an inconvenience to the taxpayers and asked what would be required to go back to being open on Tuesday, Thursday, Saturday, and Sunday. Director Madsen responded it would require additional employees and noted that the change in hours was implemented for a one-year trial period to be reviewed after that time. Director Madsen will gather information on the cost to be open Tuesday, Thursday, Saturday, and Sunday while still providing two days off in a row for employees.

Vice-Chair McHatton commended Director Madsen for a job well done at the workshop session.

2. Abatements & Supplementals

Member Tworog questioned why there was a building abatement of 79,400 in value but the supplemental building value was only 63,400 to which Town Manager Peabody will obtain a response from the Tax Assessors Agent. **Motion** was made by Vice-Chair McHatton to approve the recommended November 14, 2023 tax abatements totaling \$16,212.89; second from Member Murphy. 5 approve/0 oppose **Motion** was made by Vice-Chair McHatton to approve the recommended November 14, 2023 tax supplementals totaling \$13,973.97; second from Member Murphy. 5 approve/0 oppose

3. Victualer's Licenses

- a. Snowfox @ Hannaford Located at 109 Portland Road (renewal)
- b. The Scale Shack – Mobile Food Truck Located at 91 Homerun Road (new)
- c. Cookie Mama – Mobile Food Truck Located at Central Fire Station for Craft Fair Event (new)

Motion was made by Chair Lone to approve Victualer's Licenses to Snowfox, The Scale Shack, and Cookie Mama; second from Vice-Chair McHatton. 5 approve/0 oppose

c. Select Board Comments

- **Member Murphy** had no comments.
- **Member Castleman-Ross** invited all to the women in business social event at Ancora on Wednesday, November 15 from 5PM – 7PM, noting the great networking opportunity.
- **Member Castleman-Ross** invited all to Queen's Head on Thursday, November 16 at 5PM for the Chamber Event which is co-hosted by Sail Away Coffee.
- **Member Castleman-Ross** encouraged all to kick off the holiday season by participating in Ladies Weekend.
- **Member Tworog** reported that the Town calendar is not easy to read and would like to find other ways to notify the public.
- **Vice-Chair McHatton** recommended that the Board move forward with a review of the Transfer Station and Recycling Center Site Evaluation Concept Plan, Design and Permitting to which Member Tworog suggested that this be put out to bid and added to a future agenda for discussion. **Motion** was made by Vice-Chair McHatton to approve the \$5,000 expenditure to Woodard & Curran for a site evaluation, concept plan, permitting and design services associated with the improvements to the existing transfer station that will include repairs to the existing structures and modifications to the operational layout to improve circulation and efficiency for residents; second from Member Murphy. 4 approve/1 oppose (Member Tworog was opposed)
- **Chair Lone** asked why the heat pumps at the Town Hall are not protected to which Public Services Director Madsen responded that this was an oversight and he will address the concern.
- **Chair Lone** thanked Town Clerk Laurie Chadbourne and the election crew who performed flawlessly this year and requested that Town Clerk Chadbourne let staff know they are appreciated.

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

Town Manager Peabody read the following report into the record:

"General Information

The Town Office will be closed November 22nd and November 23rd for the Thanksgiving Holiday. The Transfer Station and Public Works Department will be closed November 23rd and 24th. The Transfer Station will be open Saturday, November 25th.

Town Clerk/Tax Collector's Office

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

It is time to renew your dog licenses for 2024. Please bring the current rabies certificate with you. You can also obtain your dog's registration online via the State of Maine dog licensing service until January 31, 2024. Kindly be advised that a late fee of \$25 per dog will be imposed after January 31, 2024, per State Law.

Community Development Department

Questions or comments regarding the comprehensive plan? 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.

Police Department

I would like to congratulate the BPD team of officers on their diligent and ongoing investigation into the recent commercial burglary spree. From the overnight officers who logged hundreds of property checks including midnight foot patrols, to the investigating officers who formalized a plan and executed a search warrant at the suspect's residence. This was a complete team effort.

I would also like to thank the many business owners who offered their cooperation, time, patience, and support while this case was being investigated.

In the coming weeks, I will be reaching out to the business community to schedule a round table discussion to help grow our partnership and open more lines of communication.

Ofc. Hammond has 5 weeks remaining of Police Academy Training, we are excited to celebrate his accomplishments and welcome him back.

Ofc. Lee has just completed his field training and will be assigned to a patrol shift soon.

BPD is still advertising for two open full time patrol positions. Applications can be directed to Chief Jones at pjones@bridgtonmaine.org.

Recreation

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.

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

Financials

Before you tonight are the July financials and the Revenue and Expenditure Summary Report. As you will note, the benchmark is 8.3% for the month. Revenues are at 7.5% and Expenditures at 11.5%.

Before you tonight are the August financials and the Revenue and Expenditure Summary Report. As you will note, the benchmark is 16.7% for the month. Revenues are at 20.4% and Expenditures at 19.8%.

Before you tonight are the September financials and the Revenue and Expenditure Summary Report. As you will note, the benchmark is 25% for the month. Revenues are at 25.1% and Expenditures at 27.4%."

10. Old Business

a. Project Status Updates

Town Manager Peabody provided a brief project status update.

11. Treasurer's Warrants

Motion was made by Member Castleman-Ross to approve Treasurer's Warrants numbered 238, 239, 240, 241, 242, 243, 244, 245, and 246; second from Chair Lone. 5 approve/0 oppose

12. Public Comments on Non-Agenda Items

There were no public comments on non-agenda items.

13. Dates for the Next Select Board Meetings

November 14 ~~14~~ 28, 2023 @ 5PM (Regular Meeting)

November 27, 2023 @ 5PM (Goal Setting Session)

November 28, 2023 @ 5PM (Regular Meeting)

14. Adjourn

Motion was made by Vice-Chair McHatton to adjourn the meeting at 7:02 P.M.; second from Member Murphy. 5 approve/0 oppose

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk