

## Select Board Meeting Minutes May 28, 2024; 5:00 P.M.

Board Members Present: Carmen E. Lone, Chair; Kenneth J. Murphy, Vice-Chair; Paul A. Tworog; Carrye Castleman-Ross; Robert J. McHatton, Sr.

Administration Present: Town Manager Robert Peabody; Deputy Town Manager Georgiann Fleck; Town Clerk Ashley Albrecht; Recreation Director Gary Colello; Community Development Director Victoria Hill; Fire Chief Glen Garland

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:
  - a. May 14, 2024  
**Motion** made by Member Tworog to approve the May 14, 2024 Select Board Meeting Minutes; second from Vice-Chair Murphy.  
**5 approve/0 oppose**
  - b. May 20, 2024  
**Motion** made by Member Tworog to approve the May 20, 2024 Select Board Meeting Minutes; second from Member McHatton.  
**5 approve/0 oppose**
4. Public Comments on Non-Agenda Items (*Each speaker may be limited to 3 minutes.*)  
There were no public comments.
5. Committee/Liaison Reports  
Member McHatton reported that before the last meeting for CDAC they met early and were brought up to speed on the Comprehensive Plan.
6. Correspondence, Presentations and Other Pertinent Information
  - a. Certified Ratio/Revaluation Budget  
Denis Berube, Assessor Agent from John E. O'Donnell Associates, provided a brief explanation of the ratio declaration and what that means to the state of Bridgton assessed values compared to market values. Last reassessment was done in 2016. Denis answered questions from the Board. Discussion of fees and scheduling ensued. Revaluation would be scheduled to start after our tax commitment this year. The cost would be \$250,000.00. The Town Manager suggested discussing this further at the next meeting. He asked the Board to consider a Special Town Meeting to allow the difference to be funded from the Unreserved Fund Balance and be scheduled for revaluation this year. The Board will consider this at the June 11<sup>th</sup> meeting.

7. Public Hearing 5:30PM

To hear public comment on the following questions that will be presented to the voters via referendum ballot on June 11, 2024:

**Question 1.** Shall an ordinance entitled, "Amendments to Bridgton Land Use Code to implement State Housing Law," be enacted? *(Note: Copies of the text of the ordinance are available from the Town Clerk.)*

Deb Brusini, representing the Planning Board, provided a brief description of the purpose of the amendments and strongly suggested a yes vote.

**Question 2.** Shall an ordinance entitled, "Repeal of Bridgton Floodplain Management Ordinance, Revised 2019, and Replace with Adoption of Bridgton Floodplain Management Ordinance," be enacted? *(Note: Copies of the text of the ordinance are available from the Town Clerk)*

Town Manager Peabody described the impact of changing this ordinance, specifically regarding the availability of flood coverage for insurance.

**Question 3.** Shall an ordinance entitled, "Amendments to, Repeal of, and Adoption of Certain Bridgton Ordinances to Update Mass Gathering Regulations," be enacted? *(Note: A "Yes" vote will amend the Bridgton Land Use Code and the Bridgton Victualers Licensing Ordinance; will repeal the Bridgton Outdoor Festival Ordinance; and will enact the Bridgton Mass Gathering Ordinance. Copies of the text of the ordinance are available from the Town Clerk.)*

Community Development Director Victoria Hill explained that the existing ordinance has not been updated since 1993. The intent of this change would be to make the process for organizing mass gatherings easier for vendors.

**Question 4.** To see if the Town of Bridgton will authorize the Town Manager to apply, on behalf of the Town of Bridgton, for federal financing assistance under the provisions of the Land and Water Conservation Fund Act, Public Law 88-578 for the Phase I implementation of the Ham Complex Redevelopment Project; and further authorize the Town Manager to enter into the Land and Water Conservation Fund Project Agreement with the State subsequent to federal approval of the project.

Gary Colello, Recreation Director, clarified that as a requirement of the grant this must be voted on now even though nothing would be started before 2026.

8. Action Items Following Public Hearing (if applicable)

There were no action items.

9. New Business

a. Permits/ Documents Requiring Board Approval

1. Abatement: Hendrix Family Trust

Denis Berube was present to explain this abatement. **Motion** was made by Chair Lone to approve the abatement to Hendrix Family Trust; second from Member Castleman-Ross.

**5 approve/0 oppose**

2. Quit Claim Deed to Chris and Lynne Olsen at Map 013-060A; to clear an unrecorded tax lien discharge from 2020

**Motion** was made by Chair Lone to approve the municipal quit claim deed to Chris and Lynne Olsen at Map 013-060A; to clear an unrecorded tax lien discharge from 2020; second from Vice-Chair Murphy.

**5 approve/0 oppose**

3. Open Space Committee Recommendation

Matt Markot, Vice Chair for Open Space Committee, presented the proposal to make use of an existing site at Sabattis Island to designate as a hand carry boat launch. He is requesting approval and funding for signage. Mr. Markot answered questions from the Board. **Motion** was made by Member Castleman-Ross to approve the Open Space Committee recommendation to designate an existing site on Sabattis Island as a hand carry boat launch; second from Member Tworog.

**5 approve/ 0 oppose**

4. Traffic Ordinance Draft

Chair Lone pulled this item forward and reported that new direction from DOT was received, so this ordinance will be going back to the committee for further review before presenting to the Board. **Motion** was made by Vice-Chair Murphy to table this item until July 9, 2024; second from Member McHatton.

**5 approve/0 oppose**

5. Development of Personnel Appeals Board Ordinance

Chair Lone would like to consider creating a Selectboard Personnel Appeals Board Ordinance to hear grievances. Town Manager provided some history on why this hasn't been done in the past. Some discussion ensued. **Motion** was made by Member Tworog to pursue the development of a Personnel Appeals Board Ordinance; second from Chair Lone.

**2 approve/3 opposed** (*Member Murphy, Member McHatton and Member Castleman-Ross*)

b. Awards and Other Administrative Recommendations

1. Summer Rec Scholarship Donation from Tai Chi

**Motion** was made by Member McHatton to accept the Summer Rec Scholarship donation of \$550.00 from Tai Chi members; second from Chair Lone.

**5 approve/0 oppose**

c. Select Board Comments

- **Vice-Chair Murphy** requested an update on which roads will be repaired this summer, the Town Manager responded that he would email him the information. He inquired about the crosswalk painting to which the Town Manager responded it will be completed before 4<sup>th</sup> of July.

- **Member Castleman-Ross** is concerned about the speeding on lower Main Street and would like to know the process of getting a flashing speed sign to get drivers to slow down. The Town Manager will speak to the Police Chief about more patrol and will get a quote on the price for installing one. Member Castleman-Ross also complimented the street scape projects progress around town.
- **Member Tworog** expressed concern with Sagewood Road and beaver dams not making this agenda because “more information and more research” is needed. Using those two items as examples he would like to see quicker action on some concerns concluding as a group instead of pushing it out for two years’ worth of research before making any action.
- **Member McHatton** reported some personnel issues that he would either like to address with the Town Manager or hold an executive session at the next meeting to discuss.
- **Chair Lone** complimented the new flashing pedestrian crossing signs at the Town Hall.

d. Town Manager’s Report/ Deputy Town Manager’s Report  
Deputy Town Manager, Georgiann Fleck, read the following into the record:

**TOWN OF BRIDGTON**  
**DEPUTY TOWN MANAGER’S REPORT**  
**May 28, 2024**

**Finance**

I received 15 applications for the Finance Clerk position and interviewed 12 candidates over two weeks. I had 3 that rose to the top, but Laurie Allen stood out for several reasons. Over 20 years of experience in:

Banking management from Loan Processing Manager to VP Branch, Market, and Lending.

- Human Resources, Payroll, Accounts Payable & Receivable.
- General Ledger and Bank Reconciliations.
- Policies and Procedure implementation.
- GAAP knowledge and understanding of fund accounting

- Exceptional references who all stated she demonstrates keen attention to detail, very organized, easy to work with, positive attitude, and all would hire her again. Our own CEO, Brenda, worked with her at Norway Savings Bank years ago and highly recommended her.

Laurie is very easy to talk to, engaging, loves learning, and enjoys being challenged. I am thrilled she accepted the position of Finance Clerk and will be promoted to Deputy Finance Director upon completion of her 6-month probation. Her start date is Monday, June 3, 2024.

**Police Department**

Officer Ryan McCloud has been assigned as the new Bridgton Police Department Detective. He will investigate all serious felony crimes, assist with complicated investigations, oversee the evidence and property room, and conduct many other investigative functions. Our new Park Ranger Tyler Charest has officially started today. He is being trained by current Park Ranger and Part Time Administrative Assistant Taylor Dastoli. Both Rangers will be on duty throughout the summer, monitoring the beaches and parks and serving as a Bridgton Police Department community resource. Our annual Torch Run for Special Olympics is next Wednesday, starting at the Old Town Hall at 8:00a.m.

### **Town Clerk's Department**

We had a successful election for the MSAD 61 Budget Validation and Referendum. I would like to thank our team of Election Clerks for their work and support as I administered my first election as Town Clerk. We had a total of 122 voters and both articles passed in Bridgton. Early voting and absentee ballots for the State Primary and Annual Town Meeting are being issued. Mark your calendars that Annual Town Meeting will be June 11<sup>th</sup> and 12<sup>th</sup>, we look forward to seeing you all there. Summer is here, we are in full swing for boat registrations. Kindly be reminded we must have your registration number or previous documents to renew any motorized watercraft. If you have any questions, please call in advance to understand what you need to bring.

### **Fire Department**

Reminder about **open burning**: 1.) Outside fires larger than 3'x3' or when burning brush or yard debris require a burn permit. These are available at no charge on the Maine Forest service website: [maine.gov/burn-permit](http://maine.gov/burn-permit); 2.) Outside recreational fires (campfires) less than 3'x3' do not require a permit; 3.) Any outside fires must be attended by an adult at all times; 4.) No outside burning may be conducted anytime there is a red flag warning issued by the National Weather Service; 5.) Do not use any flammable liquids to ignite an outside fire.

Any questions can be addressed to Bridgton Fire Department at 647-8815 or the Maine Forest Service website.

### **Bridgton Recreation**

Final call for Swim Lessons and Summer Camp! July 3<sup>rd</sup> Fireworks are set to celebrate Independence Day. Craft Fair is from 8-3PM a kids fund run at 4:30, the Town Band is set to perform and Fireworks at dusk. R.B. Hall day is set for June 29<sup>th</sup> with performances from bands across the state. The day will also include a craft fair sponsored by the Rec Department. 8-3 PM for the craft fair. Cabbage Island Adult Trip in August is nearly sold out as well as the June 2<sup>nd</sup> Red Sox vs Tigers Adult Trip. Last call to sign up.

### **Community Development**

Please visit the Comprehensive Plan website to learn why this project is important and see how you can get involved. There are currently four ways you can contribute to Bridgton's future including an activity that allows you to post suggestions directly onto a map of the

Town. You can host your own meeting on your own times – download our “meeting in a box” directly from the website! For more information or assistance please contact the Community Development Office.

The Revenue and Expenditure Report for month ending April 30, 2024, shows a benchmark of 83% with revenues at 66.8% and expenditures at 76.4%.

Please refer to our website [bridgtonmaine.org](http://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](http://www.gblrcc.org) for these events and more! Until next time..be safe and be well.

Respectfully submitted,  
Georgiann M. Fleck, Deputy Town Manager

10. Old Business (Board of Selectmen Discussion Only)
  - a. Project Updates  
Town Manager Peabody provided some brief updates on projects around Town.
  
11. Treasurer’s Warrants (304, 306, 307, 308)  
**Motion** was made by Member Tworog to approve the treasurer’s Warrants 304, 306, 307, 308; second from Chair Lone.  

**5 approve/0 oppose**
  
12. Public Comments on Non-Agenda Items (Each speaker *may* be limited to 3 minutes.)  
There were no public comments.
  
13. Dates for the Next Meetings  
June 4, 2024 @ 5 PM – Executive Session; Manager Evaluation  
June 11, 2024 @ 5 PM – Regular Meeting
  
14. Adjourn  
**Motion** was made by Chair Lone to adjourn the meeting at 6:38 P.M.; second from Vice-Chair Murphy.  

**5 approve/0 oppose**

Respectfully submitted,

Ashley S. Albrecht, Town Clerk