

**Board of Selectmen's Meeting Minutes
Board of Selectmen's Meeting Room
December 11, 2007; 5:00 P.M.**

Board Members Present: Arthur D. Triglione, Sr., Chairman; Robert F. Woodward, Vice-Chairman;
Robert J. McHatton, Sr.; Robert C. Bell; Joan M. Gardner

Town Manager, Mitchell A. Berkowitz was also present.

1. Call to Order

Chairman Triglione called the meeting to order at 5:00 P.M.

2. Public Hearing; None

3. Public Comments; Non-Agenda Items

a. Lake Region Transportation Project; Mitchell Berkowitz, Town Manager

Town Manager Berkowitz reviewed the following in part:

Subject: Lake Region Transit Service Update

Concept

Implement Lakes Region Transit Service in the fall of 2008

Background

GPCOG published a plan to implement service in 2001. In January, 2007, representatives from the Lakes Region Transportation Coalition expressed unanimous support for GPCOG to work with the Lakes Region towns to implement transit service. CDBG funds totaling \$49,500 were awarded to Windham on behalf of the Lakes Region towns to help fund the program.

Proposed Bus Service and Costs

One dedicated bus would operate weekdays year-round between Bridgton and Portland. Route 115/202 and Exit 63 in Gray would be incorporated into the route to avoid Route 302 congestion. The proposed service concept is a contract operation using a coach-style bus.

Hours/Day	# of buses	Cost/hr	Days/yr	Op \$ Costs
9.5	1	\$75	240	\$171,000

Proposed Funding Sources

Proposed operating revenues include \$50,000 (Job Access & Reverse Commute Program), \$50,000 (New Freedom), \$50,000 (municipal contributions) and \$22,400 (farebox revenues) for a total of \$172,400. CDBG funds totaling \$49,500 for fare passes, shelters and signage.

Management and Oversight

The service will be managed by METRO through a contract operation with a private operator. GPCOG staff will provide help with technical and financial planning. METRO will rely upon a Lakes Transit Committee for service adjustments and other policies. The LTC will be comprised of representatives from all participating towns along the route.

Proposed Schedule and Bus Stops

The proposed schedule will be developed by the LTC to meet commuter and other needs, including medical appointments, shopping and other purposes. The Lakes Transit Committee will be determining service adjustments, scheduling, fare policies and proposed park and ride locations.

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**3. Public Comments; Non-Agenda Items (continued)
a. Lake Region Transportation Project; Mitchell Berkowitz, Town Manager (continued)
Municipal Contributions**

Towns will pay a pro-rated annual amount determined by the LTC

Proposed Methodology for Municipal Contributions

The proposed methodology assumes an annual contribution of \$50,000 spread between participating “member” and “contributing” municipalities. **Member** municipalities are directly on the proposed bus route and will be represented on the Lakes Region Transit Committee (LTC) and have input on the route planning, fare policies, marketing and promotion. **Contributing** municipalities are those towns not directly on the route but who are willing to contribute an agreed upon amount to help support the service. The calculations are based on the U.S. Census Population figures. The municipal contributions will serve to match the federal funds secured for the program. The municipal contributions will serve to match the federal funds secured for the program. Each year, the LTC will calculate the municipal match based on available federal, state and private funds.

Member Municipalities

Municipality	2000 POP	Census %	Total
Bridgton	4,883	10%	\$ 4,371
Casco	3,469	7%	\$ 3,105
Gray	6,820	14%	\$ 6,105
Falmouth	10,310	21%	\$ 9,228
Harrison	2,315	5%	\$ 2,072
Naples	3,274	7%	\$ 2,931
Raymond	4,299	9%	\$ 3,848
Windham	14,904	30%	\$13,340
Total Seven Towns	50,274	100%	\$45,000

Contributing Municipalities

Municipality	2000 POP	Census %	Total
Denmark	1,004	6%	\$ 304
New Gloucester	4,803	29%	\$1,453
Sebago	1,433	9%	\$ 434
Standish	9,285	56%	\$2,809
Total Four Towns	16,525	100%	\$5,000

Town Manager Berkowitz said that there are many details to work through and will keep the Board informed of the progress. The Board offered general support for the program.

Bridgton Recreation Advancement Group (BRAG) Ball Fields

Selectman McHatton reported that he attended a BRAG meeting. The next step for BRAG is to obtain the necessary permits from the Maine Department of Environmental Protection; the permit fees are approximately \$58,000. BRAG has \$25,000 and Selectman McHatton asked the Board to consider seeking voter consideration to allow BRAG use of \$25,000 from the Moose Pond Trust Funds that were approved at Town Meeting and set aside for BRAG which would allow BRAG to move forward with the project. The overall objective is to build much needed ball fields for Bridgton.

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3. Public Comments; Non-Agenda Items (continued)

Bridgton Recreation Advancement Group (BRAG) Ball Fields (continued)

Vice-Chairman Woodward reviewed the progress BRAG has made to date and asked if this location is the best site for the ball fields or would another site be more suitable. Lengthy discussion ensued. The Board directed the Town Manager to meet with BRAG to discuss the possibility of partnering with the Town; the Board also requested a copy of the feasibility report and the establishment of a long term business plan. Town Manager Berkowitz will report back to the Board after meeting with a representative from BRAG.

4. Presentations and Discussions:

a. Recycling Information; Bob Fitzcharles, Transfer Station Manager

Bob Fitzcharles, Transfer Station Manager, opted not to present recycling information to the Board at this time.

b. Bridgton's Participation; Grant for Efficient Delivery of Local/Regional Services

Town Manager Berkowitz asked the Board if they had any problem with Bridgton participating in the grant process to review delivery of local and regional services. The Board had no problem with Bridgton participating in the grant process.

5. Approval of Minutes; November 27, 2007

Motion was made by Selectman McHatton for approval of the minutes from the November 27, 2007 Board Meeting; 2nd from Selectman Bell. 5 approve/0 oppose

6. Correspondence and Other Pertinent Information

a. Elihu J. U. Acker; Thank You

Mr. Elihu J.U. Acker submitted a thank you letter to the Board and all of those involved in making his show possible. He added that the show was a big success.

7. Town Manager's Report

Town Manager Berkowitz submitted and reviewed the following:

TOWN MANAGER'S REPORT
TUESDAY; DECEMBER 11, 2007

*THIS WILL BE OUR LAST MEETING BEFORE THE NEW YEAR
SO I WILL SHARE SOME NEWS, WHICH I HOPE YOU CAN BARE.
THERE IS LOTS THAT HAS HAPPENED SINCE LAST JANUARY I
AND THE HIGHLIGHTS ARE THOSE THAT WE HAVE DONE.*

*THE DOWNTOWN PROJECT FILLED MUCH OF THE NEWS
WITH NEW PARKING LOTS FOR SHOPPERS TO CHOOSE.
ECONOMIC DEVELOPMENT IS ALIVE AND WELL;
A NEW TIF ALONG RT. 302 WILL DO JUST SWELL.*

*A BUDGET WAS APPROVED IN JUNE AT TOWN MEETING
IT REPRESENTS A COMMUNITY THAT SUPPORTS STRATEGIC
PLANNING.*

*THE VARIOUS DEPARTMENTS STAND READY TO ASSIST
FROM PUBLIC SAFETY TO PUBLIC WORKS, OUR EMPLOYEES WANT
TO COMPLETE THEIR FULL SERVICE LIST.*

*STAFF AT THE TOWN OFFICES DELIVER DAILY
WITH SMILES AND A COMMITMENT TO TREAT EVERYONE FAIRLY.
WE ARE INDEED FORTUNATE TO HAVE ALL THESE FINE WOMEN
AND MEN
WHO KNOW THAT YOU EXPECT ONLY THE BEST FROM THEM.*

*OUR DOWNTOWN IS CHANGING, THAT IS FOR SURE
WITH THE MAGIC LANTERN AND RENY'S AND KIT FOSTER'S STORES.
SEEMS THAT CHANGE COMES AS A MIXED BLESSING;
WE LIKE THE NEW BUT FEAR OUR QUAINT VILLAGE IS PASSING.*

*FEAR NOT SINCE THE CHALLENGE FOR THE SELECT BOARD
IS TO BALANCE THE NEW WITH THE QUALITY OF THE OLD.
ARTHUR, WOODY, BOB, JOAN AND BOB MEET FREQUENTLY,
HAVE THE TOWN'S BEST INTEREST AT HEART AND MAKE DECISIONS
INTELLIGENTLY.*

*AS A BOARD THEY WORK FOR EVERY CITIZEN
AND HOLD US ACCOUNTABLE FOR EVERY DECISION.
BRIDGTON IS SPECIAL AND WE CONTINUE TO HOLD THIS DEAR.
THAT IS WHY IT'S EXTRA SPECIAL AS WE WISH YOU ALL A
VERY ENJOYABLE HOLIDAY SEASON AND HAPPY NEW YEAR.*

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7. Town Manager's Report (continued)

Police Department Personnel:

As a result of the recent resignation the Department implemented a hiring process. The Oral Board was conducted as was all of the back ground checks. I am pleased to report that Mr. Tim J. Reese will start his employ with the Town of Bridgton on Thursday, December 19, 2007. Mr. Reese is an academy certified full time officer and because he is leaving the employ of the Town of Bethel, we will be reimbursing them 80% of the state fee.

Additionally, we have accepted the resignations from our part time officer pool. Officers Paul Larriviee and Ron Dennison, both very active in their full time capacities do not have the available time to commit to Bridgton. We want to thank them and wish them continued success.

I have authorized Brad Gaumont, Albertine Dunphy and Ovide Richard be sworn in as part time officers for the Town of Bridgton once each has completed their testing requirements. Mr. Gaumont has his academy certification for full time and Ms. Dunphy and Mr. Richard are both 100 hour certified.

This will bring our part time pool of officers up to 10.

Police Cruiser Bids

The receipt of bids was closed at 3:30 P.M. on December 7, 2007. To follow are the bids received and their amounts:

Bidder	Base Bid	Lease/Purchase 2 years	Doc Fee	Total Cost
Macdonald Motors	\$21,600	\$11,382.72	\$350	\$23,115.44
Rowe	\$21,525	\$11,281.77	\$350	\$22,913.54
Quirk	\$21,069	\$11,107.35	\$350	\$22,564.70

Town Manager Berkowitz recommended awarding the bid to the lowest responsible bidder, Quirk for the sum of \$22,564.70. **Motion** was made by Vice-Chairman Woodward to award the bid to the lowest bidder, Quirk, for the amount of \$22,564.70; 2nd from Selectman Gardner. 4 approve/1 oppose

Selectman McHatton opposed

Police Department Contract

Town Manager Berkowitz reported that the Police Department contract has been fully executed.

2008 Appointment of Town Manager, Tax Collector, Treasurer, Road Commissioner

Motion was made by Vice-Chairman Woodward to appoint Mitchell A. Berkowitz as Town Manager, Tax Collector, Treasurer and Road Commissioner for 2008; 2nd from Selectman Gardner. 5 approve/0 oppose

8. Old Business

a. Electronic Equipment, Communications Policy

Town Manager Berkowitz submitted the proposed "Electronic Equipment, Communication and Use Policy" for Board review. The purpose of the policy is to clearly define employee expectations and responsibilities. **Motion** was made by Selectman Bell for approval of the "Town of Bridgton Electronic Equipment, Communication and Use Policy" *with a minor typographical correction*; 2nd from Vice-Chairman Woodward. 5 approve/0 oppose

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9. SAD #61; Update by Board Member Gardner

Selectman Gardner reported that MSAD #61 has submitted their alternate plan to the State for review. She added that the Consolidation Committee is reviewing several of the buildings for possible closure and is also considering moving the 6th grade to the Middle School.

Town Manager Berkowitz reported that there are two bills being considered, one to extend the timeline and the other to amend the absentee voting process for school consolidation issues. He added that he suggested to the Committee that electrical costs could be saved by the establishment of a wind farm on the property adjacent to Lake Region High School.

10. New Business

a. Permits/Documents Requiring Board Approval

▪ Supplemental Document to Augment the MSAD 61 Appropriation for FY 06/07

Town Manager Berkowitz asked the Board to approve a supplemental appropriation for the MSAD #61. At the time of our Town Meeting in June, we reported that the base school budget was \$6.954m. The actual school budget was \$7.092m which was correct in the tax commitment. When the MSAD #61 appropriation was updated in the system, the base school budget was not adjusted to reflect the actual \$7.092m. By approving a supplemental appropriation for the MSAD #61, the records will not show the exact share of \$7.092m as an expenditure. This will create an additional expense. Because we are collecting the full amount through the tax rate, at year end it will be a surplus revenue accounted for in our undesignated fund balance. With the Board's actions to increase the appropriation the Auditor will simply charge off the \$138,000 to the undesignated fund balance and that will reconcile the books officially and balance the budget. The school warrant articles will be tracked more closely in the future. **Motion** was made by Selectman Gardner to supplement the MSAD #61 appropriation for fiscal year 2006/2007 as follows: credit MSAD #61 account E-021-6-8101 in the amount of \$138,083.00 and debit the undesignated (surplus) balance account G-10-9950-00 in the amount of \$138,083.00; 2nd from Vice-Chairman Woodward. 5 approve/0 oppose

▪ Sewer Commitment #32

Motion was made by Selectman Gardner for approval of Sewer Commitment #32; 2nd from Vice-Chairman Woodward. 5 approve/0 oppose

b. Legal Matters

There were no legal matters.

c. Selectmen's Concerns

Motion was made by **Vice-Chairman Woodward** to appoint Officer McCormick to the CHOICE Committee; 2nd from Selectman McHatton. 5 approve/0 oppose

Vice-Chairman Woodward wished Happy Holidays to all. The Board Members also wished Happy Holidays to all.

Selectman McHatton had no concerns.

Selectman Gardner asked if moving the Recreation Department to the Community Center is a possibility. Town Manager Berkowitz replied that when he explored that possibility last year that it was not beneficial. **Selectman Bell** asked the Town Manager to reconsider that possibility during the budget process. Town Manager Berkowitz also reported that the Town of Harrison may contract with Bridgton for shared responsibilities of the Local Health Officer.

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**10. New Business (continued)
d. Other Matters**

Chairman Triglione informed the Board of a Special Meeting to be held on December 24, 2007 at 9:00 A.M. to hold a public hearing as required by law due to a new liquor license application and new special amusement permit application for Mountainside Family Restaurant & Sports Pub (formerly Route 302 Roadhouse Restaurant).

11. Agendas for the Next Board of Selectmen's Meeting/Workshop

The Board reviewed the agenda for the Special Meeting on December 24, 2007 at 9:00 A.M. and the agenda for the January 8, 2008 meeting.

12. Treasurer's Warrants

Motion was made by Selectman Bell for approval of Treasurer's Warrants numbered 62, 63, 64, 65, 66, and 67; 2nd from Vice-Chairman Woodward. 5 approve/0 oppose

13. Executive Session: MRSA Title 1, Chapter 13, Subsection 405.6.A

"Discussion of matters if made public might disadvantage the Town of Bridgton."

The Board opted not to enter into executive session.

14. Adjourn

Motion was made by Selectman Bell to adjourn the meeting at 6:30 P.M.; 2nd from Vice-Chairman Woodward. 5 approve/0 oppose

Respectfully Submitted,

Laurie L. Chadbourne
Town Clerk

*Special Board Meeting: December 24, 2007 @ 9:00 A.M.
Next Regular Board Meeting: January 8, 2008 @ 5:00 P.M.*