

Board of Selectmen's Meeting October 27, 2015; 4:00 P.M.

Board Members Present: Bernard N. King, Jr., Chairman; Robert J. McHatton, Sr., Vice-Chairman; Paul E. Hoyt; Kenneth J. Murphy; Gregory N. Watkins; Student Representative Colleen Messina

Administration Present: Town Manager Robert Peabody; Town Clerk Laurie Chadbourne; Community and Economic Development Director Anne Krieg; Public Works Director Jim Kidder

4:00 P.M. – Bridgton Town Hall, 26 North High Street

1. Call to Order

Chairman King called the meeting to order at 4:00 P.M.

The Board recited the "Pledge of Allegiance."

2. Town Hall Walk Through

The Board reviewed the progress to date at the Town Hall.

5:00 P.M. – Municipal Complex, 10 Iredale Street

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

Chairman King introduced Colleen Messina as Student Representative to the Board of Selectmen. Ms. Messina stated that she is a Junior at Lake Region High School and believes working with the Board will be a good opportunity to meet new people and learn about the Town that she lives in. Chairman King welcomed her to the Board.

Chairman King reported that the Board conducted a walk through at the Town Hall at 4:00 P.M. and reviewed the progress to date.

3. Pledge of Allegiance

This item was addressed earlier in the meeting.

4. Approval of Minutes

a. October 13, 2015

Motion was made by Vice-Chairman McHatton for approval of the minutes from the October 13, 2015 Board meeting; 2nd from Selectman Hoyt. 5 approve/0 oppose

5. Correspondence and Other Pertinent Information

a. Overview of Proposed Crooked River Elementary School Project by Superintendent Al Smith
Superintendent Al Smith, School Board Director Janice Barter and School Board Director Phil Shane were present. Superintendent Smith reviewed the following construction and renovation proposed project schedule:

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**Crooked River School; Grade 3-5
Construction & Renovation Proposed Project**

PROJECT SCHEDULE

<u>TASK PROJECTED</u>	<u>COMPLETION DATE</u>
Authorization to Proceed	August 27, 2015
Programming & Concept Design complete	October 16, 2015
Referendum.....	December 8, 2015
Design Development complete	February 26, 2016
Construction Documents complete	July 29, 2016
Project out to Bid	mid-August 2016
Bid Opening.....	mid-September 2016
Construction Initiation date.....	October 2016
Construction complete	September 2017

Additions & Renovations Crooked River School, Casco

MSAD 61

**Preliminary Project Budget
Stephen Blatt Architects**

September 28, 2015

A CONSTRUCTION

1 New Construction		\$4,155,000
2 Renovations		2,785,000
3 Sitework		550,000
4	Subtotal	\$7,490,000

B ADMINISTRATIVE COST & RESERVE

5 Technology & Furnishings		\$500,000
6 Advertising/Insurance/Legal/Permits		25,000
7 Contingency 10%		748,000
8	Subtotal	\$1,273,000

C FEES AND SERVICES

9 Architect/Engineer		\$667,000
10 Environmental Permitting/Planning Board		35,000
11 Construction Testing/Soils/Surveys		40,000
12 Clerk of Works		95,000
13	Subtotal	\$837,000

14 PROJECT TOTAL		\$9,600,000
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Superintendent Smith encouraged attendance at the public hearing scheduled for 7:00 P.M. on December 1st at Lake Region High School. The Public Hearing shall be conducted on the following article which will be the subject of a referendum vote on December 8, 2015. "Article 1: Do you favor authorizing the board of directors of Maine School Administrative District No. 61 to issue bonds or notes in the name of this District for school construction purposes in an amount not to exceed \$9,600,000.00 to construct and equip additions and renovations to the Crooked River School on the existing school site on Route 11 in Casco?"

Superintendent Smith then reviewed the following:

M.S.A.D. #61 - Crooked River Elementary Project Why This Project?

- Currently, the Songo Locks Elementary School is overcrowded.
- Traffic safety issues are caused by the overcrowding.
- Through the facilities study done by an independent architectural firm, it was recommended that renovating the Crooked River School was the best solution to our overcrowding issue.
- While it has been well cared for, Crooked River is 30 years old and no longer meets the educational needs of our students in a variety of areas.
- Crooked River is in need of an appropriate facility construction and renovation project to meet students' educational needs for the 21st century.
- The library, cafeteria, guidance and administrative offices; the music room, art room, special education spaces and other spaces are inadequate for the pending elementary population and needs.
- Many of the building's systems are in need of replacement or major upgrades.
- The building is in need of major energy efficiency upgrades (heating system, windows and insulation).
- Reducing overcrowding at Songo Locks School and re-opening a modernized Crooked River Elementary will provide our district with many educational and community opportunities that currently don't exist, which in turn will attract young families and businesses to Lake Region.
- Currently, construction bond costs are very low.

Process Used

- An MSAD #61 facilities evaluation was done by PDT Architects.
- Six options were reviewed by the School Board to alleviate the overcrowding issues at Songo Locks School.
- MSAD #61 School Board held several community forums.
- It was recommended by PDT Architects, that the best option to alleviate the overcrowding was to renovate the Crooked River School.
- The information gathered at the forums, along with other pertinent information, was used by the School Board in helping them arrive at their decision to move forward with a grades 3-5 elementary project at the Crooked River School.
- A building committee was formed.
- The building committee interviewed four architectural firms.
- The committee selected Steve Blatt Architects and shared this information with the School Board.
- The School Board voted to hire Steve Blatt Architects to design the grades 3-5 elementary project.
- The building committee is now in the process of holding informational forums to receive community input.

Timeline

- Community forum on 9/28/15 at LRVC great room at 7:00 p.m.
- Community forum on 9/29/15 at Stevens Brook Elementary at 7:00 p.m.
- Community forum on 10/11/15 at Crooked River School at 7:00 p.m.
- Community forum on 10/7/15 at Sebago Elementary School at 7:00 p.m.
- Board vote on 10/19/15 to decide on moving the project forward to referendum.
- Meetings will be held with the selectmen from all four communities after the School Board vote.
- In order to ensure that the public has had appropriate input and that legal deadlines are met, the referendum will be held on December 8, 2015.

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Project Costs

- Total project cost is currently \$9.6 million
- Annual cost over 20 years is estimated at approximately \$650,000 per year including interest costs. Cost per Town annually:
 - Bridgton \$235,105; Casco \$163,345; Naples \$172,575; Sebago \$92,950
- Approximate annual cost to each taxpayers per \$100,000 home value:

	<u>Per \$100,000 of household value</u>
○ Bridgton =	\$32.00
○ Casco =	\$24.00
○ Naples =	\$23.00
○ Sebago =	\$12.00

Selectman Murphy asked if there has been any discussion involving the middle school to which Superintendent Smith responded that there are parking and traffic pattern concerns but the building itself is in good shape. Selectman Murphy clarified that he was referring to the Memorial School and the long-term plan for the building to which Superintendent Smith responded that there has not been much talk about that building as attention has been focused on the Crooked River Building. Director Barter and Director Shane agreed that the School Board should meet with the Board of Selectmen to determine the future of the Memorial School.

Superintendent Smith responded to several questions asked by members of the Board and members of the public. Discussion ensued.

Chairman King thanked Superintendent Smith, Director Barter and Director Shane for attending the meeting.

Chairman King turned the meeting over to Vice-Chairman McHatton while he took a short break.

9. Public Hearing at 6:00 P.M.

- a. To hear public comment on a possible modification to the proposed Community Development Block Grant (CDBG) funding projects for HUD Fiscal Year 2015. (tabled from 10/13/2015)

Vice-Chairman McHatton re-opened the public hearing on possible modification to the proposed Community Development Block Grant funding projects for HUD fiscal year 2015 that was tabled from the meeting on October 13th. **Motion** was made by Selectman Hoyt to take the public hearing off the table at 6:10 P.M.; 2nd from Selectman Watkins. 5 approve/0 oppose

Director Krieg reported that modification is no longer being considered because the plan for parking on Main Hill is moving forward. She reported that there will be twenty five parking spots and the use of public funding requires a contract with the property owner and a perpetual right to use the property for public use.

Vice-Chairman McHatton turned the meeting back over to Chairman King.

Chairman King closed the public hearing at 6:14 P.M.

10. Action Items Following Public Hearing

- a. Modification to the Proposed Community Development Block Grant (CDBG) Funding Projects for HUD Fiscal Year 2015

No action was taken on this item.

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6. New Business

a. Permits/Documents Requiring Board Approval

1. Forest Hills Cemetery Deed to Edward & Mildred Hatch (Lot I, 12B)

Selectman Watkins disclosed that he is related to Edward & Mildred Hatch; consensus of the Board was this did not rise to the level of a "conflict of interest." **Motion** was made by Selectman Hoyt for approval of the Cemetery Deed to Edward & Mildred Hatch; 2nd from Selectman Murphy. 5 approve/0 oppose

2. Sewer Commitment #164

Motion was made by Vice-Chairman McHatton for approval of Sewer Commitment #164; 2nd from Selectman Hoyt. 5 approve/0 oppose

3. Approval of Town Clerk's Appointment of Christina Lowell as Warden and Marita Wisner as Deputy Warden for the November 3rd Election

Motion was made by Selectman Murphy for approval of the Town Clerk's Appointment of Christina Lowell as Warden and Marita Wisner as Deputy Warden for the November 3, 2015 Election; 2nd from Selectman Watkins. 5 approve/0 oppose

4. Warrant and Notice of Election to Call Maine School Administrative District No. 61 Referendum

Motion was made by Vice-Chairman McHatton for approval of the Warrant and Notice of Election to Call Maine School Administrative District No. 61 Referendum on December 8, 2015; 2nd from Selectman Watkins. 5 approve/0 oppose

5. Corrective Quit Claim Deed to Cynthia Jenkins; Map 9, Lot 23F

Motion was made by Vice-Chairman McHatton for approval of the Corrective Quit Claim Deed to Cynthia Jenkins (Map 9, Lot 23F); 2nd from Selectman Hoyt. 5 approve/0 oppose

b. Bids, Awards and Other Administrative Recommendations

1. Downtown Streetscape Plan; Request to Approve and Appoint Ad Hoc Committee to Review Proposals

Director Krieg provided the Board with a copy of the "Request for Qualifications" for the Main Street Streetscape Design & Development. She also provided a memorandum requesting that the Board establish a process to review the proposals, interview top candidates, with the resulting action to recommend to the Town Manager the firm to perform the work. She recommended that a mix of staff and members of the public review, interview and provide a recommendation to the Town Manager. Specifically, the following persons are recommended for this specified purpose: Town Manager Bob Peabody; Select Board Liaison; Anne Krieg, Planning & Development; Jim Kidder, Public Works Director, Lucia Terry, contractor for landscape maintenance in the downtown; Community Development Committee Member and a Representative from LEA. The group is proposed to disband, with gratitude to the serving citizens, once a contract is signed by the Town Manager. The Board concurred with Selectman Murphy serving as liaison. **Motion** was made by Vice-Chairman McHatton for approval of the committee and appointments as recommended by Director Krieg; 2nd from Selectman Hoyt. 5 approve/0 oppose

c. Legal Matters

There were no legal matters.

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d. Selectmen's Concerns

- Vice-Chairman McHatton noted that the Board closed Iredale Street, Chase Street, Bennett Street and Elm Street last year on Halloween evening to allow safe passage for trick-or-treaters. **Motion** was made by Vice-Chairman McHatton to close Iredale Street, Chase Street, Bennett Street and Elm Street from 4:00 P.M. until 9:00 P.M. on Halloween (October 31st); 2nd from Selectman Hoyt. 5 approve/0 oppose
- Selectman Hoyt noted that the Board should also close Depot Street from the Magic Lantern to the first driveway on Veterans Day, November 11th. Chairman King directed this item to the next agenda.
- Selectman Hoyt asked for the status of parking behind the Bridgton News to which Town Manager Peabody responded that the Town doesn't plow the parking lot and a member of the public may make a request to the Board at any time.
- Selectman Watkins announced that several merchants in the downtown will be open on Halloween and encouraged the public to stop by with their children. He also encouraged public attendance at the annual "Trunk or Treat" event at Lake Region High School on Friday, October 30th.
- Selectman Murphy had no concerns.
- Chairman King had no concerns.

e. Town Manager's Report

Town Manager Peabody read the following report into the record:

"Manager's Report 10/27/15

To date, the Town has received 7 applications to date for the Finance Officer position. The last date for applying is October 30th.

After soliciting quotes for area dealers, I signed a contract for heating oil with C.N. Brown at \$1.89 per gallon.

The State of Maine Revenue Services has determined Bridgton's proposed 2016 State Valuation to be \$942,750,000. The 2015 State Valuation was \$961,500,000. The State Valuation lags actual market values and municipal assessments by nearly two years by the time it is final and certified.

Woodard & Curran have provided a status report on the Wastewater System Project. They have done test pits on potential Rapid Infiltration Basin locations and participated in the public hearing on the sewer ordinance. They will be meeting with Rural Development to position for funding. It should be noted that both Rural Development and Economic Development require the rate structure that is in the proposed sewer ordinance which will be voted on November 3rd.

The monthly progress report from John E O'Donnell & Associates states that the field work and data entry are 44% complete on the field work and data entry for the revaluation program."

f. Other Matters

- Selectman Watkins asked if the inaccuracy issues with the Bridgton News have been resolved. Town Manager Peabody responded that Wayne Rivet, owner, was quick to note that there were some inaccuracies and they had a meeting to discuss the changes; he thanked Mr. Rivet for his time and attention to this matter.
- Chairman King reported the signs are almost complete and thinks it would make more sense to wait until spring to put them up.
- Chairman King asked the Town Manager if the Board is legally able to post signs and hand out flyers at the Transfer Station urging a yes vote on the amendments to the Sewer Ordinance. Town Manager Peabody responded that the Board should have a discussion about political campaigning on Town property; Chairman King directed this issue to the next agenda for discussion. **Motion** was made by Vice-

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Chairman McHatton to continue with past practice at the Transfer Station and designate the area against the building to the right hand side of the entrance to the store for any political campaigning this weekend; 2nd from Selectman Hoyt. 5 approve/0 oppose

7. Treasurer's Warrants

Motion was made by Vice-Chairman McHatton for approval of Treasurer's Warrants numbered 46, 47, 48, 49 and 50; 2nd from Selectman Murphy. 5 approve/0 oppose

8. Committee Reports

There were no committee reports.

9. Public Hearing at 6:00 P.M.

a. To hear public comment on a possible medication to the proposed Community Development Block Grant (CDBG) funding projects for HUD Fiscal Year 2015. (tabled from 10/13/2015)

This item was addressed earlier in the meeting.

10. Action Items Following Public Hearing

a. Modification to the Proposed Community Development Block Grant (CDBG) Funding Projects for HUD Fiscal Year 2015

This item was addressed earlier in the meeting.

11. MSAD #61

There was no additional information from MSAD #61.

12. Public Comments and Presentations

Bill Vincent asked for the status of the Capital Improvement Committee to which Town Manager Peabody responded that the Town is still seeking interested individuals.

13. Old Business

a. Town Hall Update

Director Krieg reported that the Board had a site visit today at 4:00 P.M. and there is still a lot of work to be done at the Town Hall. The heating system and roof are the primary components to be completed as well as clean up and exterior work. The contractor will provide another heat source for Election Day. After the heating system is installed, she expects the building to open up for public use.

b. Comprehensive Plan

Director Krieg provided the Board with a copy of the CDC assigned strategies which she will provide to the CDC at their next meeting scheduled for November 4th.

Selectman Murphy asked if there has been any information from the State to which Director Krieg responded that the State is still continuing their review of the Comprehensive Plan.

14. Dates for Next Board of Selectmen's Meetings/Workshops

- o November 10, 2015
- o November 24, 2015

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Selectman Hoyt asked for an update on the work at Salmon Point. Public Works Director Kidder responded that the bridge has been replanked and his department is still working on the six sites. He added that the water is too high to do any dredging but the gates will open November 1st and he will move forward. Town Manager Peabody noted that four of the six sites have been rented for next season.

15. Executive Session

a. Per MRS Title 1, Chapter 13 § 405.6.A. to review Committee Member Applications

Motion was made by Selectman Hoyt to enter into executive session at 7:03 P.M. per MRS Title 1, Chapter 13, Subsection 405.6.A to review Committee Member Applications; 2nd from Selectman Watkins.
5 approve/0 oppose

Motion was made by Selectman Hoyt to exit executive session at 8:40 P.M.; 2nd from Selectman Watkins.
5 approve/0 oppose

16. Action Items Following Executive Session

a. Appoint Pondicherry Park Committee Member(s)

Motion was made by Selectman Hoyt to appoint Richard Bennett to the Pondicherry Park Committee; 2nd from Selectman Murphy. 5 approve/0 oppose

b. Other Committee Member(s)

There were no action taken on this item.

17. Adjourn

Chairman King adjourned the meeting at 8:41 P.M.

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk