



Town of Bridgton
3 Chase Street, Suite 1
Bridgton, ME 04009

June 8, 2016

Monthly Report for April 2016

Planning & Development

Project Updates:

- ✓ **Planning Board – general application review; assisted on legal review coordination on applications and ordinance changes**
- ✓ **Wastewater Committee – attending meetings to prepare ordinance outreach for June 2016 town meeting; management and coordination of the work of a public relations firm to assist with public education**
- ✓ **Community Development Committee – staff support at meeting; promotion discussion and research**
- ✓ **Land Use & Zoning Committee – conducted follow-up research and administration; prepared early draft ordinance for reviews**
- ✓ **Community Development Block Grant**
 - **Administration – fielded questions from applicants; managed file setup for new fiscal year; Maine Community Development Association Board conference call meeting**
- ✓ **Projects**
 - ▲ **Town Hall – final inspections; budget review; preparations for next fiscal year work**
 - ▲ **Woods Pond Bathroom – managed work; coordination efforts with public works and code enforcement**
 - ▲ **55 Main Street – met with property owner to discuss options; prepared for possible project delay to 2017**

- ▲ **Salmon Point – oversight of the work an architect to prepare bid set plans**

- ✓ **Streetscape project – public outreach for meetings; held visioning Saturday session**

- ✓ **Economic Development – meeting with businesses; investigated options for Nulty Street building; prepared documents for microloan program**

- ✓ **Grants – researched DEP grants**

- ✓ **Lake Region Food Study Grant – coordination of farming information; reporting**

- ✓ **Broadband work – prepared grant materials**

- ✓ **Administrative – Fielded questions on budget; new staff**

- ✓ **Chamber of Commerce – attended Marketing Committee meeting**

- ✓ **Events – Summer Solstice meeting; Rotary conference planning**

- ✓ **Professional Development – attended and spoke at APA national planning conference; provided consultation to NNECAPA 2017 conference committee; prepared a facilitated discussion on marijuana facilities regulation for the Maine Association of Planners; Maine Association of Planners' conference calls**

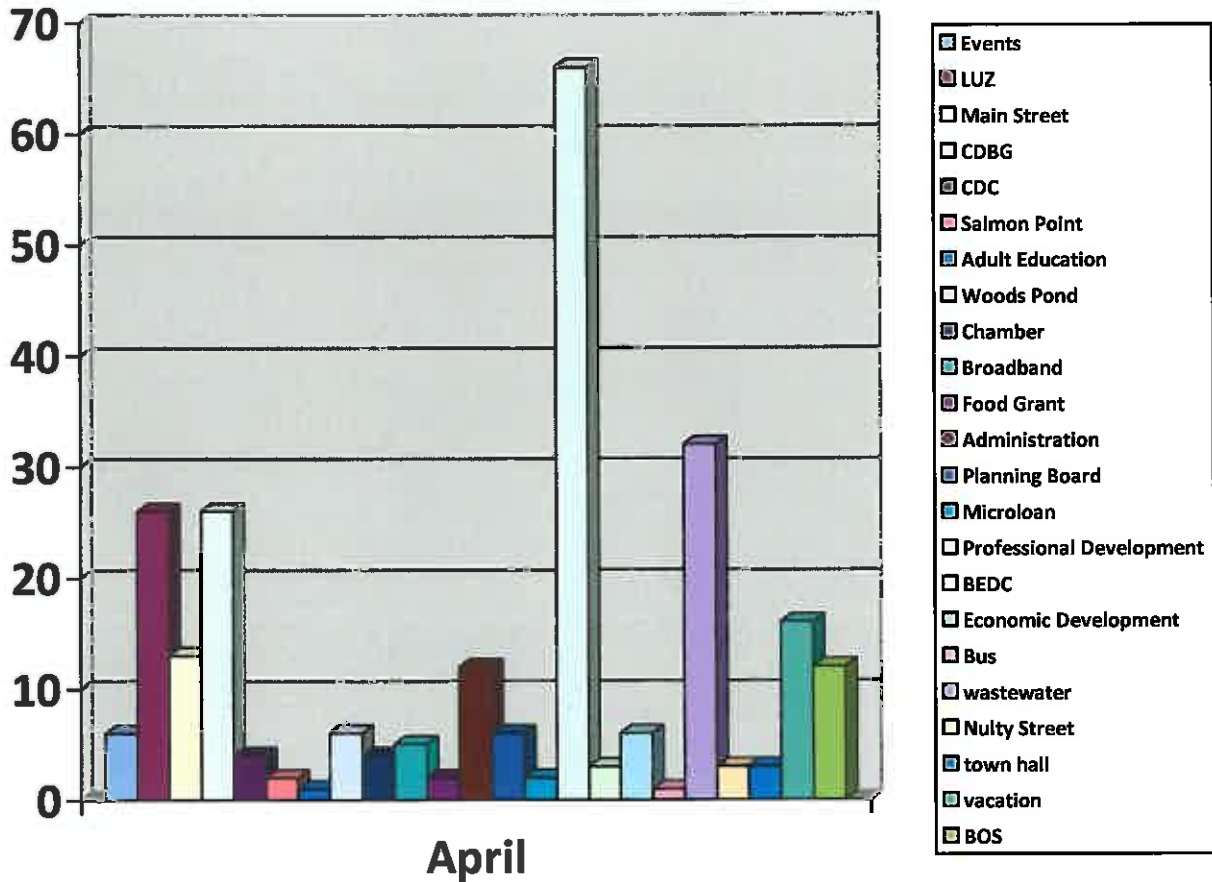
- ✓ **Personal – personal time taken**

Record of Contacts with Businesses

	This month	This month last year	Last month	Year total
New business				
Call	3	0	3	6
Meeting	8	6	12	15
Email	2	1	6	9
Social media	1	1	0	1
Existing Business				
Call	3	1	4	10
Meeting	3	3	3	8
Email	11	7	8	10
Social Media	3	1	2	4
Totals	34	20	38	96

Below is a table showing the number of staff hours dedicated to each active project for a total of 338 hours.

Submitted by:



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 Economic and Community Development