

Board of Selectmen’s Meeting Minutes

February 14, 2017; 4:30 P.M.

Board Members Present: Gregory N. Watkins, Chairman; Glenn R. Zaidman, Vice-Chairman; Bernard N. King, Jr.; Robert J. McHatton, Sr.; Robert P. Murphy

Administration Present: Town Manager Robert Peabody; Deputy Town Manager Georgiann Fleck; Town Clerk Laurie Chadbourne; Public Works Director Jim Kidder; Fire Chief Steve Fay; Recreation Director Gary Colello; Director of Planning, Economic and Community Development Anne Krieg

1. Call to Order

Chairman Watkins called the meeting to order at 4:30 P.M.

2. Pledge of Allegiance

The Board cited the “Pledge of Allegiance.”

3. Workshop Session with Community Development Committee

On behalf of the CDC, Chuck Renneker, submitted CDBG Service Program Recommendations as follows:

<u>Agency</u>	<u>Last Year’s CDC Recommendations</u>	<u>Funded Last Year</u>	<u>Requested</u>	<u>Placed in Town Budget</u>	<u>CDBG</u>	
Family Crisis	0	1500	4000		4000	
Bridgton Food Pantry	3700	2980	7500		7500	BCC Fuel \$4344.00
Navigator	6100	6100	6100		6100	BDD Kettle Dinners \$2000.00
Fuel Assistance	2500	4344	3000			BCC Navigator \$6100.00
Comm. Ctr Kettle Dinners	0	2000	2000	2000		Backpack Prog. \$4566.00
Summer Camp	5900	5122	12500	12500		Family Crisis \$1500.00
Back Pack	5600	4566	5000		5000	St. Peter’s Dinner \$1200.00
St Peter’s Dinner	1200	1200				
Totals	25000	27812	40100	14500	22600	Food Pantries \$2980.00
Maximum service funding					25000	Summer Camp \$5122.00
Funding not used					2400	

Mr. Renneker reviewed the committee recommendations and responded to several questions asked by the Board.

Selectman McHatton praised the summer camp program; he suggested that funding be appropriated through the Recreation Department budget rather than through the CDBG Program. Recreation Director Gary Colello reported that eighteen children benefited from scholarships last year and with continued and additional funding through the CDBG Program, even more would benefit.

Vice-Chairman Zaidman recommended that all funds be spent locally. Mr. Renneker added that a group is reviewing the services to combine resources.

While Selectman McHatton supports the backpack program, he suggested that funding come from the school system. Chairman Watkins replied that the school budget does not support this program.

Selectman King commended the Committee for their time and hard work and supports their recommendations.

Chairman Watkins closed the workshop session at 5:25 P.M.

Chairman Watkins added that the CDC had previously reviewed town owned property and will add this issue for discussion at the upcoming workshop.

4. Approval of Minutes

a. January 31, 2017

Motion was made by Selectman McHatton for approval of the minutes from the January 31, 2017 Board Meeting; 2nd from Selectman King. 5 approve/0 oppose

5. Public Comments and Presentations

There were no public comments or presentations.

6. Correspondence and Other Pertinent Information

a. Retirement Letter from Peter Oberg as Wastewater Committee Member

Motion was made by Selectman McHatton to accept, with regret, Peter Oberg's resignation from the Wastewater Committee; 2nd from Selectman Murphy. 5 approve/0 oppose

7. New Business

a. Permits/Documents Requiring Board Approval

1. Notice of Road Posting

Weather dependent, Bridgton typically posts its public ways for load limits on or about March 1st pursuant to Title 29A Section 2395. The following roads will be posted:

SOUTH BRIDGTON: Burnham Road, Willis Park Road, Ingalls Road, Fosterville Road (to end), Winn Road, Swamp Road, North Road, Raspberry Lane, Adams Pd Rd, and Camp Pondicherry Road, Wildwood and Moose Cove Lodge.

WEST BRIDGTON: Mountain Road, Hio Ridge Road, Sam Ingalls Road, Whitney Road, Highland Pines Road, Millbrook Road, Harmon Road, Issac Stevens Road, Kilgore Road, Cedar Drive, East Pondicherry Road, West Pondicherry Road and South Bay Road (Knights Hill Development).

NORTH BRIDGTON: Highland Road, Chadbourne Hill Road, Upper Ridge Road, Middle Ridge Road, Monk Road, Kimball Road, Highland Point Development.

VILLAGE AREA: Kansas Road, Pond Road, Dugway Road, Mt. Henry Road, Zion Hill Road.

Motion was made by Selectman King to approve the March 1st through May 1st Notice of Road Posting pursuant to MRS Title 29-A Section 2395; 2nd from Vice-Chairman Zaidman. 5 approve/0 oppose

2. Victualer's License to Bridgton Highland Country Club

Motion was made by Selectman McHatton to approve a Victualer's License renewal to Bridgton Highlands Country Club; 2nd from Vice-Chairman Zaidman. 5 approve/0 oppose

3. Abatements

Motion was made by Selectman McHatton to approve the February 14, 2017 tax abatements as recommended by the Assessor's Agent in the amount of \$4,849.20; 2nd from Selectman King. 5 approve/0 oppose

OTHER. Accept Payment and Approve a Quitclaim Deed:

Lawrence E. O’Connell and Denise C. O’Connell (Map 18, Lot 31-77) and
Lawrence E. O’Connell, Jr. Carpenter-Builder, Inc. (Map 18, Lot 31-25)

Motion was made by Selectman King to accept payment and approve Quitclaim Deeds to Lawrence E. O’Connell and Denise C. O’Connell (Map 18, Lot 31-77) and Lawrence E. O’Connell, Jr. Carpenter-Builder, Inc. (Map 18, Lot 31-25); 2nd from Selectman McHatton. 5 approve/0 oppose

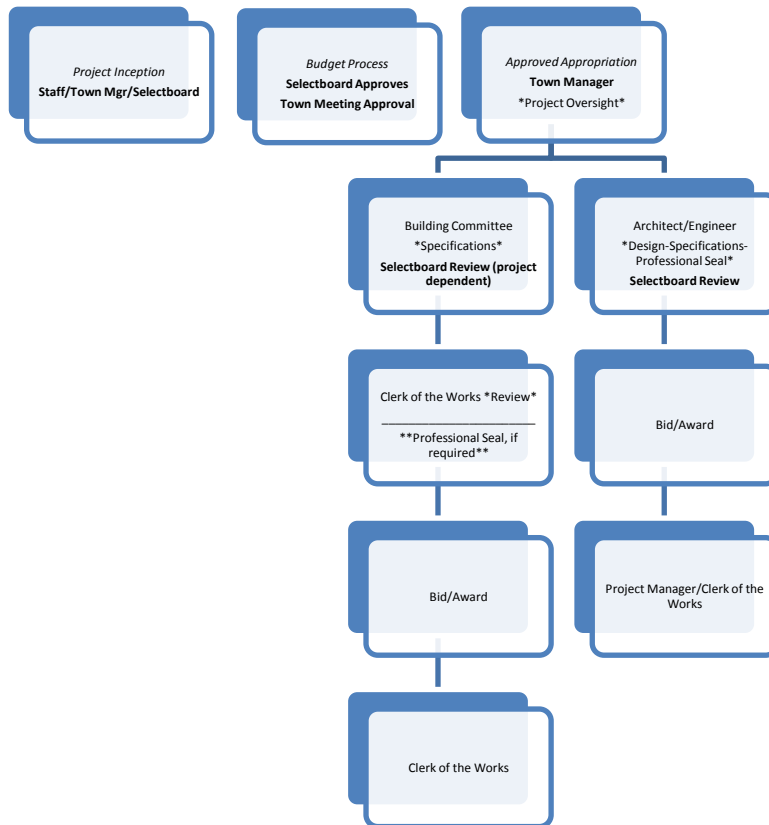
4. Accept Payment and Approve Quitclaim Deed to Victor G. Addison, Jr.; Map 13, Lot 67A-1

Motion was made by Selectman King to accept payment and approve a Quitclaim Deed to Victor G. Addison, Jr. (Map 13, Lot 67A-1); 2nd from Selectman Murphy. 5 approve/0 oppose

Chairman Watkins recognized Anne Krieg and thanked her for the work she has done for the Town of Bridgton and the many years of dedicated service.

c. Selectmen’s Concerns

- **Selectman McHatton** requested a brief overview of the Grant Writers progress to date. Director Krieg reported that he has been focusing on the top priorities as assigned which include working with the Engineer on the Wastewater System and looking for funding sources. He has met with all department heads to talk about programs and grants. He has been looking at database information regarding foundations and has registered the Town with grants.gov.
- **Selectman McHatton** noted that the Town lacks a chain of command for projects to which Town Manager Peabody submitted and reviewed the following:



Town Manager Peabody then reviewed projects he is currently working with. Discussion ensued. **Motion** was made by Vice-Chairman Zaidman to authorize the Town Manager to move forward with the Request for Bids for the Town Hall Siding Replacement; 2nd from Selectman McHatton. 5 approve/0 oppose

Town Manager Peabody reported that he put out a request for qualifications for a marketing and promotion plan. He met with Black Fly Media and the scope of service is to provide market research, strategy, brand development, creative assets, and PR/media relations services to support Bridgton's 2017 marketing and promotional campaign. Town Manager Peabody provided some background qualification information on the company and encouraged the public to contact him for additional information. **Motion** was made by Vice-Chairman Zaidman to authorize the Town Manager to execute the Contact; 2nd from Selectman King. 5 approve/0 oppose

Fire Chief Steve Faye reported that the Fire Station Feasibility Study was previously authorized. There had been some confusion with the language which has been resolved. The new contract arrived this morning. The study is to review the condition of the Central Station based on the PSSG report. **Motion** was made by Selectman McHatton to authorize the Town Manager to execute the Contract; 2nd from Selectman King. 5 approve/0 oppose

- **Selectman Murphy** had no concerns.
- **Selectman King** had no concerns.
- **Vice-Chairman Zaidman** has received safety concerns regarding the step going into the store at the Transfer Station and suggested a drip diverter above the door.
- **Vice-Chairman Zaidman** requested that a "right turn on red" sign be put up at the lights by Hancock Lumber.
- **Vice-Chairman Zaidman** noted that commercial business is not allowed within the 250 ft. watermark and requested that staff review this issue with the MDEP for modification. He believes that a downtown master plan in the Shoreland Zone would support the modification. Town Manager Peabody will add this issue to be one of the first projects for the new Community Development Director.
- **Chairman Watkins** voiced additional concerns regarding the traffic light near Hancock Lumber. Public Works Director Kidder responded that the original design was completed prior to Hannaford and Hancock Lumber and the Town would be liable for the expense of a redesign.

Selectman McHatton noted that members from the Food Pantry missed the workshop session and are now present. Chairman Watkins reported that the CDC provided the Board with their recommendations that include \$7,500 for the Bridgton Food Pantry.

d. Town Manager's Report

Town Manager Peabody submitted and read the following report into the record:

**"Manager's Report
02/14/17"**

I would like to start my report recognizing Jim Kidder and the Public Works Department. Taking into consideration the weekend storms and all the prior snow events, they have done a great job keeping our roads plowed and our downtown cleaned up. Thanks for a job well done.

I also want to thank Emergency responders, the Bridgton Police Department and the Bridgton Fire Department, who respond to emergencies in all types of weather. This past weekend during a major blizzard the Police Department responded to 13 motor vehicle accidents and the Fire Department responded 10 incidents including back to back chimney fires.

I would also like to recognize Anne Krieg as this will be her last Selectboard meeting. I have greatly enjoyed working with Anne and have great respect for her commitment to Bridgton and her professionalism. Her position often came under criticism, particularly in regard to economic development, yet, she soldiered on always giving 110% as the Town's Planner, Community and Economic Development Director and as Bridgton's Head Cheerleader. I sincerely believe that the Town will continue to reap the benefits of her efforts for years to come.

Rob Baker, Code Enforcement Officer, has begun the process for a dangerous building located at 218 Willis Park Road; Bridgton Tax Map 6 Lot 19-7. There will be a public hearing on Tuesday, March 14, 2017 at 6:00p.m. at the Bridgton Town Office in the downstairs meeting room.

Recreation has opened up registration for all athletics including baseball, softball, t-ball and lacrosse until March 10, 2017. Mad Science and Karate will be offered during the spring season. Scholarships are available. Applications are available on line at www.bridgtonmaine.org or at the Town Office. Questions can be directed to Gary Colello at 207-647-1126.

Before you tonight are the November financials and the Revenue and Expenditure Summary Report. As you will note, the benchmark is 42% for the month. Revenues are at 51.7% and Expenditures at 45.6%.

Before you tonight are the December financials and the Revenue and Expenditure Summary Report. As you will note, the benchmark is 50% for the month. Revenues are at 57% and Expenditures at 53.2%.

In concluding my report, I would like to recognize the passing of Robert P. Shackley who passed away this past weekend. Mr. Shackley worked for the Town of Bridgton Public Works Division beginning in 1977 until his retirement in 2012."

8. Treasurer's Warrants

Motion was made by Selectman King for approval of Treasurer's Warrants numbered 74, 75, 76, and 77; 2nd from Vice-Chairman Zaidman. 5 approve/0 oppose

9. Committee Reports

There were no committee reports.

10. MSAD 61

There was no information regarding MSAD #61.

11. Public Comments and Presentations

Referring to the project flow chart, Deb Brusini asked who the point person is to ensure that each step is followed. Town Manager Peabody responded that he, as the Town Manager, is responsible.

12. Old Business

a. Economic and Community Development Director Position

Motion was made by Selectman King to take this item off the table; 2nd from Vice-Chairman Zaidman. 5 approve/0 oppose

Vice-Chairman Zaidman recommended that the title be amended to Community Development Director, the position description will encompass the three duties as assigned (Planning, Economic Development and Community Development).

Selectman King noted that the Town Manager will prioritize the duties with input through the Board's annual goals. Vice-Chairman Zaidman would like the Board to be kept in the loop on the progress of that Department. Town Manager Peabody responded that staff provides monthly update reports and suggested that the new person also meet with the Board in executive session on a quarterly basis to discuss various issues.

Deb Brusini thanked the Board for allowing public input. She would like to see the word “Planner” remain in the title and added that she believes this position ensures the growth of Bridgton in a responsible way.

Fire Chief Steve Fay suggested the position be titled “Community Development and Advancement.”

Marcia Sullivan asked if the position will be advertised. Town Manager Peabody responded that advertising has been put on hold but he will advertise immediately with Board approval. He will also be asking the Board to appoint an interview committee.

Ursula Flaherty thanked the Board for moving forward with the position. She added that recognizing the importance of investing is encouraging.

Motion was made by Vice-Chairman Zaidman to change the name of the position title to “Community Development Director” and to move forward with advertising the position; 2nd from Selectman McHatton. 5 approve/0 oppose

Town Manager Peabody thanked the Board.

13. Dates for the Next Board of Selectmen’s Meeting and/or Workshop

- Consensus of the Board was to schedule the initial budget workshop meeting on Wednesday, February 22nd at 5:00 P.M.
- Consensus of the Board was to offer the two dates to hold a workshop session with the Community Development Committee for their consideration; March 6th at 5:00 P.M. or on March 7th at 5:00 P.M.
- Regular meetings: February 28th and March 14th

14. Executive Session

Motion was made by Selectman King to enter into executive session at 7:04 P.M. per MRS 1 Section 405.6.A for review of committee member applications; 2nd from Vice-Chairman Zaidman. 5 approve/0 oppose

Motion was made by Vice-Chairman Zaidman to exit executive session at 7:05 P.M.; 2nd from Selectman King. 5 approve/0 oppose

15. Action Items Following Executive Session

Motion was made by Selectman King to appoint Sally Chappell to the Recycling Committee; 2nd from Selectman McHatton. 5 approve/0 oppose

16. Adjourn

Chairman Watkins adjourned the meeting at 7:06 P.M.

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk