

Board of Selectmen's Meeting Minutes

July 26, 2016; 5:00 P.M.

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

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

1. Call to Order

Chairman Watkins 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. July 12, 2016

Motion was made by Selectman Hoyt for approval of the minutes from the July 12, 2016 Board meeting; 2nd from Selectman King. 5 approve/0 oppose

4. Correspondence and Other Pertinent Information

a. Request to Support Wacky Fun Glow Run; Bridgton Community Center

The Bridgton Community Center is requesting permission to hold a Glow Run on Saturday, August 20th as a fundraiser following the Village Folk Festival. Director Carmen Lone responded to several questions asked by Board Members. Town Manager Peabody reported that Ms. Lone met with the Police Chief and he will be hiring two additional officers to cover the event. **Motion** was made by Selectman Hoyt to approve the Bridgton Community Center Wacky Fun Glow Run event for August 20th with the Community Center being responsible for any additional costs associated with the event; 2nd from Vice-Chairman Zaidman. 3 approve/2 oppose (McHatton and King oppose the fee to be charged to the Community Center but support the event)

b. MMA Annual Election – Vice President and Executive Committee Members

Motion was made by Selectman Hoyt to approve the slate of officers proposed by the MMA Nominating Committee; 2nd from Selectman McHatton. 5 approve/0 oppose

c. Concern Regarding Residential Fireworks from Ken & Christine Barthelette

Ken & Christine Barthelette submitted a letter addressing concerns they have with the Bridgton Fireworks Ordinance. **Motion** was made by Selectman McHatton to seek voter consideration in November to amend the Ordinance so that any event would require approval from the State Fire Marshal; 2nd from Selectman King. 3 approve/2 oppose (Chairman Watkins and Selectman Hoyt were opposed)

Chairman Watkins brought agenda item 5.b.9. forward.

5. New Business

b. Awards and Other Administrative Recommendations

9. Farmers Market

Town Manager Peabody reported that some concerns have been raised about the congested parking and the effect that has on surrounding businesses. Frank Howell said that his primary concern is the congestion and suggested that the Market move to the green space. Helen Ramsdell would also like the market to move to the green space. Chairman Watkins reported that Director Kidder has previously suggested that the Market consider moving to the municipal parking lot on Chase Street to alleviate the congestion and to ensure the safety of all. Ms. Ramsdell responded that they are hesitant to move and the municipal lot is concrete making it hard to keep the tent down. Lengthy discussion ensued. Selectman McHatton requested time to conduct a site visit

before making any decisions. **Motion** was made by Selectman McHatton to table this item to the second meeting in August; 2nd from Selectman King. 5 approve/0 oppose

Town Manager Peabody requested that personal vehicles be parked in another location and directed Ms. Ramsdell to meet with the Public Works Director regarding parking.

Chairman Watkins brought agenda item 6 forward at 6:00 P.M.

6. Public Hearing (6:00 P.M.)

a. To Accept Public Comment on an Application from Towanda's Specialty Food & Deli for a Special Amusement Permit

Chairman Watkins opened the public hearing at 6:00 P.M. to accept public comment on an application from Towanda's Specialty Food & Deli for a Special Amusement Permit. Chairman Watkins noted that the application listed an event specific and asked if the permit is specific to this event or for the year. Town Clerk Chadbourne responded that permits are not event specific and that, according to the Ordinance, the permit shall be valid only for the license year of the applicant's existing liquor license. Chairman Watkins closed the public hearing at 6:10 P.M.

7. Action Items Following Public Hearing

a. Special Amusement Permit to Towanda's Specialty Food & Deli

Motion was made by Selectman Hoyt to approve the Special Amusement Permit to Towanda's Specialty Food & Deli; 2nd from Selectman McHatton. 5 approve/0 oppose

5. New Business

a. Permits/Documents Requiring Board Approval

1. Certificate of Commitment of Sewer User Rate #172

Motion was made by Selectman King for approval of the Certificate of Commitment of Sewer User Rate #172; 2nd from Selectman Hoyt. 5 approve/0 oppose

b. Awards and Other Administrative Recommendations

1. Fee Schedule

Chairman Watkins brought agenda item 5.b.1.b. B forward

b. Code Enforcement Fees

Code Enforcement Officer Rob Baker reported that he believes the fees are in line with fees charged by surrounding communities. He then responded to several questions asked by the Board.

a. Town Hall Fees

Recreation Director Gary Colello reported that the Town Hall is not rented out very often. The revenue generated is minimal and he recommended no adjustment to the current fee schedule. Chairman Watkins said the he has reviewed other community fee schedules and suggested a \$30 non-refundable fee for use of the building and a \$100 refundable custodial fee. Discussion ensued.

Motion was made by Selectman Hoyt for approval of the fee schedule as submitted; 2nd from Selectman King. 4 approve/1 oppose (Chairman Watkins was opposed)

2. Skateboard Park

Recreation Director Gary Colello reported that he has met with about fifteen local youth's between the ages of twelve and eighteen that are enthusiastic about updating or relocating the skateboard park. The Board directed Director Colello to work with this group to prepare a draft plan for Board review and consideration.

3. Recreation Center

Recreation Director Gary Colello supports the idea of a new recreation center to offer programming for all ages in Bridgton. The Board directed the Town Manager to direct staff to prepare recommendations for a new facility.

4. CDBG Requirement Clarification for Consultant

Aaron Shapiro from the Cumberland Development Block Grant Program was present. Mr. Shapiro reported that there are two communities within the Cumberland County Community Development program receive special "set-aside" allocations of Community Development Block Grant (CDBG) program funds: The City of South Portland and the Town of Bridgton. The Town of Bridgton also has a set-aside allocation within the county program.

Mr. Shapiro said the construction project development is the creation of fully developed, detailed specifications with professional cost estimates using Bacon Davis wages. The construction project procurement is a sealed bid process. The construction project management is the process of interacting with the contractor to keep projects on schedule and processing payments.

Vice-Chairman Zaidman asked if small building designs require an architect or engineer stamp to which Mr. Shapiro responded that nothing mandates that requirement.

The Board will meet with Mr. Shapiro in September regarding CDBG projects.

5. State License Renewal Designation

Motion was made by Selectman McHatton to designate the Town Clerk to act on behalf of the Select Board in approving State License Renewals; 2nd from Selectman King. 5 approve/0 oppose If the departmental reviews contains any concerns, the application will be brought to the Board for consideration.

6. Event Committee Charge, Mission & Authority

Discussion ensued involving the narrative. **Motion** was made by Selectman Hoyt to move the question and close debate; 2nd from Selectman King. All in favor. The Board opted to strike the second paragraph from the narrative. **Motion** was made by Selectman Hoyt to approve the Event Committee Charge, Mission & Authority as amended; 2nd from Selectman King. 5 approve/0 oppose

7. Building Committee Charge, Mission & Authority

Selectman McHatton requested that a notation be added that committee members cannot bid on CDBG projects. **Motion** was made by Selectman Zaidman to approve the Building Committee Charge, Mission and Authority as amended; 2nd from Selectman McHatton. 4 approve/1 oppose (Selectman Hoyt was opposed)

8. Fiscal Year 2017 Projects and Services; Planning & Development

The Director of Planning, Economic and Community Development provided the Board with a Fiscal Year 2017 Projects and Services for her Department. The Board thanked Director Krieg.

9. Farmers Market

This item was addressed earlier in the meeting.

c. Selectmen's Concerns

- **Selectman McHatton** requested clarification of the Special Amusement Permit to Towanda's to which Deputy Town Manager Fleck responded that the purpose of the Ordinance is to control the issuance of special permits for music, dancing, or entertainment in facilities licensed by the State of Maine to sell liquor. Nudity shall be prohibited in all such facilities licensed in the Town of Bridgton under this article.

- **Selectman McHatton** requested an update on the status of the new website. Town Manager Peabody responded that he is reviewing options.
- **Selectman Hoyt** reported that the Ham Complex hosted a five day baseball tournament bringing many people to Town.
- **Selectman Hoyt** requested that the music during a telephone hold at the Town Office be amended.
- **Selectman King** has no concerns.
- **Vice-Chairman Zaidman** had no concerns.
- **Chairman Watkins** asked if the Board wishes to direct the Nulty Street Project back to the CDC for review. **Motion** was made by Selectman Hoyt to direct the Nulty Street Project back to the CDC for their review and recommendation; 2nd from Selectman McHatton 3 approve/2 oppose (Vice-Chairman Zaidman and Selectman King were opposed)

d. Town Manager's Report

Deputy Town Manager Fleck submitted and reported the following:

**TOWN OF BRIDGTON
DEPUTY TOWN MANAGER'S REPORT
July 26, 2016**

The Municipal Complex

The **Cooling Tower** has been installed and as expected the efficiency and high output of wattage of the new tower has caused internal problems with some of the old heat pumps. Specialty Services is working to resolve these issues which include replacing the heat pump that services the front lobby, disconnecting the mercury temperature gauges from an antiquated timer system to new non-mercury temperature gauges and servicing the heat pumps to assure there are no additional issues.

The **concrete steps** have been completed. The railings are being constructed and expected to be installed around Wednesday, July 27, 2016. Until then temporary rails were installed for safety purposes.

Lloyd Chipman was in on Friday, July 22, 2016 and paid the \$15,000.00 Consent Agreement Fee to cover the violations he created on Moose Pond.

Paving

Approximately 8 roads are slated to be paved this summer. Prep work has begun on with paving to begin on the **Bruce Warren Road and Mt. Henry Road** on Wednesday, July 27, 2016. Jim will meet with the paving contractor, Bruce Manzer, on Thursday to work out a schedule for the remaining roads.

The **Route 302 center turning lane** in front of McDonald Motors and Irving/Lamprons has been completed with a final inspection scheduled for Wednesday, July 27, 2016.

Employees

Advertising has begun for a new full-time **Fire Chief**. Application deadline is Friday, August 19, 2016.

The Application deadline for a **Public Safety Administrative Assistant** was Friday, July 22, 2016. There were 14 applications submitted. Review of the applications will begin on Tuesday, July 26, 2016.

Application deadline for a full-time **Police Officer** is Monday, August 1, 2016. To date 21 applications have been received.

Valarie Woodman has submitted her resignation effective August 1, 2016. Valarie has worked at the Transfer Station as a per diem employee for 9 years.

Miscellaneous

Due to the dry weather, I have started receiving calls from citizens whose **wells have gone dry** looking for a water source. There is a spigot on the right hand side of Central Fire Station which is a stand-alone spigot and does not feed through the Bridgton Water District. Also, there is a water faucet at the entrance to Salmon Point Campground. Both of these sources are open to the public. When filling containers please make sure you are not parked in an area that might impede traffic flow or emergency vehicle access.

Before you tonight are the **June financials and the Revenue and Expenditure Summary Report**. As you will note, the benchmark is 100% for the month. Revenues are at 110.4% and Expenditures at 100.1%

Richard "Stevie" G. Stevens, Jr. passed away on July 25th. Stevie was a successful entrepreneur and long-time resident of Bridgton. In 2010 he purchased the "Old Hospital" on Main Hill and worked diligently to restore the 1876 building to its grandeur creating multiple tenant space within the building adding to the economic vitality of Bridgton.

Salmon Point

Salmon Point is booming...the heat of the summer has populated our local beaches including Salmon Point. Some work has been done on the walkways on the point and will be replaced over the winter for next season as well as some of the picnic tables. Tom's days have been changed to Friday-Tuesday to better service the facilities during the busy time.

Respectfully submitted,

Georgiann M. Fleck, Deputy Town Manager

Town Manager Peabody added that he is in the process of reviewing website designers to update the town website, he will keep the Board updated.

6. Public Hearing (6:00 P.M.) / a. To Accept Public Comment on an Application from Towanda's Specialty Food & Deli for a Special Amusement Permit

This item was addressed earlier in the meeting.

7. Action Items Following Public Hearing / a. Special Amusement Permit to Towanda's Specialty Food & Deli

This item was addressed earlier in the meeting.

8. Treasurer's Warrants

Motion was made by Selectman McHatton to approve Treasurer's Warrants numbered 144, 145, 3, 4, 5 and 6; 2nd from Selectman Hoyt. 5 approve/0 oppose

9. Committee Reports

The Community Development Committee has been reviewing options for a changeable sign. Charles Renneker added that the Committee has discussed placing the sign in front of the Chamber of Commerce or out near the West Bridgton Fire Station. The Board opted to allow the CDC time to review options for discussion at a future meeting.

Selectman King reported that the next Wastewater Committee meeting is scheduled for Thursday night at 6:00 P.M.

10. M.S.A.D. #61

There was no information regarding M.S.A.D. 61.

11. Public Comments and Presentations

Charles Renneker suggested that the Board have only one business meeting per month and hold one or two workshop sessions as well.

Charles Renneker requested a status of the implementation of the Comprehensive Plan.

Charles Renneker suggested that the Board work with staff to develop a group of reports to inform the public of what is going on in town.

Charles Renneker noted that the Sewer Ordinance was passed several weeks ago and asked if the amendments have been implemented.

Charles Renneker noted that the Board discussed several issues at this meeting but did not make any decision or assign staff to gather additional information.

Chairman Watkins responded that the Board is moving forward to implement the amendments to the Sewer Ordinance. The computer billing program is being modified and the equivalent user rates will be charged beginning in October.

12. Old Business

a. Streetscape Project

Engineer Josh McAllister submitted and reviewed new concept designs for pedestrian and vehicular traffic for the monument intersection at the top of Main Hill. Discussion ensued.

b. Salmon Point Bathroom Project

Town Manager Peabody submitted a copy of the proposed bathroom at Salmon Point. Lengthy discussion ensued regarding the plan. **Motion** was made by Selectman McHatton to take the plan back to the

architect for modification to include two or more toilets in the ladies room, two urinals plus one toilet in the men's room, two changing rooms if space is available and if not, one unisex changing room and to minimize the size of the mechanical room; 2nd from Selectman King. 5 approve/0 oppose

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

- August 9, 2016; Regular Meeting at 5:00 P.M.; Workshop Session with BRAG at 6:30 P.M.
- August 23, 2016

14. Executive Session

a. Per MRS Title 36 § 841; Review of Poverty Tax Abatement Case PA2016.1

Motion was made by Selectman Hoyt to enter into executive session at 9:30 P.M. to review Poverty Tax Abatement Case PA2016.1 at 9:30 P.M.; 2nd from Selectman King. 5 approve/0 oppose

Motion was made by Selectman King to exit executive session at 9:41 P.M.; 2nd from Selectman Hoyt. 5 approve/0 oppose

b. Per MRS Title 1, Chapter 13 § 405.6; Discussion of Labor Union Contracts

Motion was made by Selectman Hoyt to enter into executive session for discussion of labor union contracts at 9:42 P.M.; 2nd from Selectman King. 5 approve/0 oppose

Motion was made by Selectman King to exit executive session at 10:33 P.M.; 2nd from Selectman McHatton. 5 approve/0 oppose

a. Per MRS Title 36 § 841; Review of Poverty Tax Abatement Case PA2016.1

Motion was made by Selectman Hoyt to enter into executive session to review Poverty Tax Abatement Case PA2016.1 at 10:33 P.M.; 2nd from Selectman King. 5 approve/0 oppose

Motion was made by Selectman King to exit executive session at 10:37 P.M.; 2nd from Selectman Hoyt. 5 approve/0 oppose

c. Per MRS Title 1, Chapter 13 § 405.6; Committee Member Application Review

Motion was made by Selectman Hoyt to enter into executive session to review Committee Member Applications at 10:37 P.M.; 2nd from Selectman King. 5 approve/0 oppose

Motion was made by Selectman Hoyt to exit executive session at 10:52 P.M.; 2nd from Selectman King. 5 approve/0 oppose

15. Action Items Following Executive Session

Motion was made by Selectman Hoyt to appoint Mike Collins, Todd Perreault, Joseph Gallinari, Robert Wisner, Rex Rolfe and Mitchell Thomas to the Building Committee; 2nd from Selectman King. 5 approve/0 oppose

Motion was made by Selectman Hoyt to appoint Peter Dubrule to the Community Development Committee; 2nd from Selectman King. 5 approve/0 oppose

Motion was made by Selectman Hoyt to appoint David Crowell to the Events Committee; 2nd from Selectman King. 5 approve/0 oppose

Motion was made by Selectman McHatton to appoint Vice-Chairman Zaidman to Board liaison for the Wastewater Committee; 2nd from Selectman Hoyt. 5 approve/0 oppose

Motion was made by Selectman Hoyt to approve the abatement request (number PA2016.1) and further that the Board of Selectman certify to the Tax Collector that an abatement has been granted pursuant to 36 MRS 841.2 for \$1,468.89 with the respect to the 2014 Real Estate Taxes and this certification is to be given to the Tax Collector in writing; 2nd from Selectman King. 5 approve/0 oppose

16. Adjourn

Chairman Watkins adjourned the meeting at 10:56 P.M.

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk