

Board of Selectmen's Meeting Minutes

June 26, 2012; 6:00 P.M.

Board Members Present: Paul E. Hoyt, Chairman; Douglas A. Taft, Vice-Chairman; Robert F. Woodward; Bernard N. King, Jr.; Robert J. McHatton, Sr.

1. Call to Order

(Former) Vice-Chairman Woodward called the meeting to order at 6:00 P.M.

2. Pledge of Allegiance

The Board recited the "Pledge of Allegiance."

3. Public Hearing; None

4. Presentations and Discussions

a. Select Board Information; Nominations, Procedural and Orientation Matters

Motion was made by Selectman McHatton to nominate Selectman Woodward to serve as Chairman of the Board; Selectman Woodward declined the nomination.

Motion was made by Selectman Taft to nominate Selectman Hoyt to serve as Chairman of the Board; 2nd from Selectman King. 5 approve/0 oppose

Motion was made by Selectman King to nominate Selectman Taft to serve as Vice-Chairman of the Board; 2nd from Selectman McHatton. 5 approve/0 oppose

Orientation Matters

The Board opted to hold a workshop session on July 17, 2012 to review policies and laws.

Schedule for review of the Treasurer's Warrants

- 2012 July/Aug/Sept – Selectman McHatton
- 2012 Oct/Nov/Dec – Selectman King
- 2013 Jan/Feb/March – Selectman Woodward
- 2013 April/May/June – Vice-Chairman Taft

Process for Treasurer's Warrants

Selectman McHatton provided clarification on the process of the Treasurer's Warrant. He explained that invoices are submitted to the department head for review and approval, the department head signs off on the invoices and provides the account number to the finance director, the finance director reviews the approved invoices, puts them in alphabetical order for processing, the computer system assigns check numbers to the invoices in numerical order and creates a report/warrant, the report/warrant is reviewed by the finance director and then reviewed and approved by the town manager, the finance director then forwards the report/warrant to the designated Board Member. The designated Board Member reviews each invoice within that report/warrant and ensures that all the checks are in order, any questions are answered immediately and the designated Board Member does not approve the report/warrant until all questions are responded to. The payroll report is also completed by the finance director and checked by another municipal employee, the report/warrant is reviewed and approved by the Town Manager and then forwarded to the designated Board Member for review. Both Warrants are then formally approved at the Board Meeting and the Treasurer's Warrants are then posted on the Town website (excluding payroll) for public access.

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Chairman Hoyt brought agenda item 9a forward.

9a. Response to Request Regarding Payment to Town Attorney

Town Manager Berkowitz noted that Selectman McHatton provided a very good explanation of the process for Treasurer's Warrants. Town Manager Berkowitz added that if the public has a question regarding the warrant, they should be contacting the Town Manager's Office for clarification.

Glen Zaidman said that he has asked the Town Manager if any taxpayer dollars have been spent in regards to Avesta Housing to which the Town Manager replied, "No." Mr. Zaidman noted that there was in fact taxpayer money spent on attorney fees in reference to Avesta. Mr. Zaidman then asked why all of the other invoices on the report/warrant provide a brief summary explanation except the line item for the attorney payout. Town Manager Berkowitz replied that Attorney Raibeck contacted the Town Attorney, Richard Spencer and Attorney Spencer then contacted the Town Manager to seek authorization to speak with Attorney Raibeck on behalf of the Town of Bridgton to which Town Manager Berkowitz did not authorize. Town Manager Berkowitz reported that the billing of \$243 was inclusive of several issues as follows: "telephone conference with Mr. Berkowitz regarding Department of Environmental Protection shoreland zoning order; review of related materials; research on Department of Environmental Protection appeals; telephone conference with Attorney Raibeck of Avesta Housing; consult with Attorney Plouffe and telephone conference with Mr. Berkowitz regarding the same." Lengthy discussion ensued.

b. Substandard Housing Committee; Paulina Dellosso

Paulina Dellosso and Kenton Courtois were present to provide information regarding their efforts to propose a "Town of Bridgton Substandard Housing Ordinance." Their mission is to maintain and improve the quality of life through fair and equitable enforcement of health, safety and nuisance abatement by partnering with residents, neighborhood associations and public agencies to create public outreach, provide education and encourage cooperation by administering compliance through an ordinance to correct violations of local, state and federal laws. It was reported that unsecured vacant properties pose a danger to our neighborhoods; they attract curious children, suspicious persons, squatters, and criminal activities. Vacant properties become a drain on town funding with constant police and fire presence to secure the properties. Unsafe conditions with lack of repairs leave the residence and the neighborhood at serious risk; such conditions and risk can be prevented. Discussion ensued. **Motion** was made by Selectman Woodward to add this item to the next agenda to review the working draft document with the Code Enforcement Officer and directed the Town Manager to provide documentation and clarification of state laws pertaining to the same; 2nd from Vice-Chairman Taft. 5 approve/0 oppose

c. Review and Authorization of Fire Department Grants

Fire Chief Glen Garland reported that the Fire Department has applied for and received two grants: one from MMA which will reimburse the Town 2/3rds (approximately \$900); the other was a forestry protective clothing grant which will require a 50/50 match (approximately \$3,000) and will buy fourteen sets of protective clothing so the firemen do not become overheated. There are also two applications coming up with one deadline of June 30th through the Stephen & Tabitha King foundation for replacement gear, he is requesting up to \$40,000 in funding but the exact match is unknown. Another is through the Firefighters FEMA assistance for replacement of air packs and the deadline for that grant is July 6th with a 5% local match. Vice-Chairman Taft thanked Chief Garland for his efforts. **Motion** was made by Selectman Woodward to authorize the Fire Chief to move forward with the Fire Department Grants providing that any matching funds come out of his current budget; 2nd from Vice-Chairman Taft. 5 approve/0 oppose

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Chairman Hoyt brought agenda item 7b forward.

7b. Request to Sell BFD Extrication Equipment to the Town of Harrison

Chief Garland requested that the Board consider selling the old extrication equipment to the Harrison Fire Department as surplus property. The equipment would be sold as is, where is, at a price to be negotiated. The sale would have some potential benefits for Bridgton as well as Harrison such as: 1) Harrison would now have extrication equipment of its own and not have to rely on mutual aid to provide this assistance when needed thereby potentially reducing our mutual aid calls. 2) Harrison's ownership of the tool would also allow them to provide another form of mutual aid back to Bridgton if the need arose for a second tool at a significant extrication scene or if they were covering Bridgton while Engine 1 was otherwise committed. **Motion** was made by Selectman Woodward to authorize Fire Chief Garland to sell the old extrication equipment to the Harrison Fire Department; 2nd from Selectman King. 5 approve/0 oppose

Chairman Hoyt brought agenda item 7e forward.

7.e. Review Proposal from Bridgton Academy

Bill Clark, Director of Finance & Operations at Bridgton Academy, submitted a concern relating to the safety of the students. He submitted the following (in part): "Unlike most "problem" emails that I'm sure you receive, I have a potential solution that the Academy would fund. Mr. Kidder informed me that in the past the issue was brought up, but was voted down by the Selectmen. I wouldn't be doing my job if I wasn't an advocate in fixing this dramatically important safety issue. At the intersection of Chadbourne Hill Road and Route 37 at the bottom of our campus, there is a "cut through" that joins Rt. 37 & Chadbourne Hill. Also adjoining this is a "T" intersection. Out Student Union and Admission Office is located adjacent to this "cut-through" and we have had countless close calls with student and staff almost being hit by cars due to its proximity to our buildings. The small, grassy triangle this cut-through has formed has been dubbed "the triangle of death" by our community, although thankfully no one has been killed yet. From the information that I've gathered, this cut-through was originally designed many years ago due to the older uni-body fire trucks not being able to make the 90 degree turn from Route 37 onto Chadbourne Hill Road. As you know, this pinch point should no longer be an issue with the turning radius of a modern engine being ~40' average. I would like to make a formal request to close this cut-through to ensure the safety of our students, staff, and community at this intersection. The Academy is willing to do the work to transform the area into grass with selected bushes/flowers (per your approval) and provide the upkeep & landscaping services for this area, as well as ensure walking access be available for the community. There is also a memorial soldier monument located in the current triangle that we would honor the opportunity to take on stewardship for. We are not requesting any ownership of the cut-through area, only the opportunity to provide a safe environment for the community. Another possibility may be to close the cut-through and widen the intersection at the "T" if you have remaining concerns regarding turning radii. This option would also accomplish the safety goal that we are reaching for. Thank you very much for your consideration of our request. If there are additional steps that we should take, please let me know. If you would like to discuss the request or meet, I would welcome the opportunity. Feel free to contact me at any time. Thank you and very best, Bill Clark" Fire Chief Garland will review the area and report back to the Board. The Board opted to discuss this item later in the agenda.

This item was acted upon later in the meeting.

Fire Suppression Committee

Chairman Hoyt asked Fire Chief Garland for the status of the Fire Suppression Committee. Fire Chief Garland responded that that the Committee has been meeting regularly to discuss adequate fire suppression. They are getting close to submitting a proposal to the Town Manager for review and direction prior to requesting that the Board seek voter consideration at the November Election.

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4. Presentations and Discussions (continued)

d. Review of Proposed Summer Road Pavement Projects

Public Works Director Jim Kidder reported that the bids results came in higher than they were last year and as a result, he suggested that the Town shim and overlay as much roadway as possible. He will provide a list at the next Board Meeting to request approval to move forward in that direction.

e. Status of BRAG Fields

Town Manager Berkowitz reported that the fields have been grassed, seeded and fertilized and that the grass is benefitting from the wet weather. He asked the Board what the Town participation should be prior to formal acceptance of the BRAG fields. Town Manager Berkowitz stated that the Recreation Director will oversee the scheduling, field polices and rules and regulations as directed by the Board. Vice-Chairman Taft and Selectman McHatton volunteered to work with BRAG representatives and the Manager to create a management plan and follow the same process as Pondicherry Park.

5. Public Comments

4th of July Parade

Selectman McHatton reported that he is coordinating the July 4th parade which will be held on July 4th at noon; this year's theme is "super heroes" and the public can contact him at 207-647-4280 for more information.

Fireworks

Carmen Lone, Director of the Community Center, reported that adequate money has been raised for the fireworks on July 3rd. She noted that there were many donations by individuals and area businesses as well as numerous fundraising efforts. She will publish a full list to thank those that contributed in the Bridgton News. Ken Murphy added that the Center intends to raise funds year round for fireworks and those donations will be maintained in a separate fund. They are also reviewing options for fundraising at the fireworks event.

Bridgton Summerfest

Ken Murphy reported that "Bridgton Summerfest" is scheduled for July 20th-22nd and will provide more information to the Board at the next meeting.

Town Website

On behalf of the Comprehensive Plan Committee, Bob Wisner asked for the status of updates to the town website. Town Manager Berkowitz replied that the formatting process is being transferred and hopes to have that completed with the next few weeks.

Deadline to Request Item for BOS Agenda

On behalf of the Comprehensive Plan Committee, Bob Wisner asked what the deadline is to submit a request for the Board agenda. Town Manager Berkowitz replied that requests must be received before the Thursday morning prior to the Tuesday meeting date. Mike Tarantino asked if a request is received after the deadline, is that request automatically added to the next agenda; Town Manager Berkowitz replied, "yes."

Appointment to Recycling Committee

Town Manager Berkowitz introduced Nancy Donovan to the Board; Ms. Donovan is interested in serving as a member of the Recycling Committee. **Motion** was made by Selectman McHatton to appoint Nancy Donovan to the Recycling Committee; 2nd from Vice-Chairman Taft. 5 approve/0 oppose

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5. Public Comments (continued)

Historic Preservation

Representing the Comprehensive Plan Committee, Glen Zaidman requested Board input regarding historic preservation. **Motion** was made by Selectman McHatton to hold a workshop session on July 17th at 7:00 P.M. to discuss historic preservation; 2nd from Selectman Woodward. 3 approve/2 oppose (Taft/Hoyt opposed) Town Manager Berkowitz will invite a representative from the State Department of Historic Preservation to attend and provide guidance; he will also extend the invitation to members of the Bridgton Historical Society.

Public Comments Agenda Item

Selectman McHatton requested that agenda item "Public Comments" be moved to the beginning of the agenda; the Board concurred.

Crime Watch

Police Chief Kevin Schofield has been attending the Crime Watch Committee meetings and noted that they are shifting the focus from citizen policing to an open forum to discuss and communicate any concerns to the department. The next meeting is scheduled for July 18th at 6:00 P.M. and he encouraged public attendance.

Camp Postcard

Police Chief Kevin Schofield was pleased to report that Officer Phil Jones is the DARE/CHOICES Officer and teaches life skills and decision making to 5th grade students. Officer Jones has also been involved in a program entitled "Camp Postcard" and was selected to be a camp counselor at a summer camp (this year in Poland); three Bridgton elementary students are able to attend the camp for a week at no charge.

Chairman Hoyt brought 7c forward.

7c. Police Cadet Bike Patrol Proposal

Police Chief Kevin Schofield submitted and reviewed the following: "I am submitting this memorandum to the Board of Selectmen to propose a police volunteer cadet program. The purpose and intent of the program would be to partner with the Law Enforcement Cadet program at Lake Region High School. Officer Phil Jones and I have met with Shawn McDermott the director of the program to inquire if there were any recently graduated 18 year olds who he would recommend that could volunteer some time to work with the Police Department in a volunteer capacity. At this point in time, a recent Lake Region Graduate and Bridgton resident has indicated an interest in performing these functions. His name is Nicholas Kauffman. The basic concept of this program at this stage would be to have the volunteer perform bike and or foot patrols in the down town area to check areas such as the Skate Board Park, Highland Lake Beach and the overall Main Street area. The function of the position would be to observe behavior and report it so police officers can respond to incidents and investigate. The position would also be expected to provide various pieces of information to residents and visitors to our town. The volunteer would not be a sworn officer and will not have arrest powers. Prior to allowing the volunteer to perform any functions, both a basic background investigation and indoctrination will be completed to assure the volunteer understands the basic functions of the department and proper radio communications protocols."

Motion was made by Selectman McHatton to accept the program; 2nd from Selectman Woodward.
5 approve/0 oppose

6. Approval of Minutes; June 12, 2012

Motion was made by Selectman King for approval of the minutes from the June 12, 2012 Board Meeting; 2nd from Vice-Chairman Taft. 4 approve/0 oppose/1 abstention (McHatton abstained)

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7. Correspondence and Other Pertinent Information

a. Declining the Write-in for the MSAD #61 Board by Trina Sanborn & Next Steps

The Board opted to seek interested individuals to represent Bridgton to serve on the MSAD 61 Board of Directors until the next annual town election.

Vocational Center at LRHS

Representing MSAD 61 Board of Directors, Peter Morrison reported that the Lake Region Culinary Arts Division of the Vocational Center has been certified; once a student completes the program it is similar to completing their first year of college. Mr. Morrison added that the automotive mechanics are also NADA certified.

MOU for Bridgton Memorial School

Representing MSAD 61 Board of Directors, Peter Morrison asked the Town Manager why the Memorandum of Understanding for the Bridgton Memorial School has not been acted upon. Town Manager Berkowitz responded that the Board will be acting on the MOU at their meeting on July 10, 2012.

b. Request to Sell BFD Extrication Equipment to the Town of Harrison

This item was acted upon earlier in the meeting.

c. Police Cadet Bike Patrol Proposal; Chief Schofield

This item was acted upon earlier in the meeting.

d. Review of Any Committee Application Requests

Motion was made by Selectman McHatton to appoint Sandy Field as a member of the Recycling Committee; 2nd from Vice-Chairman Taft. 5 approve/0 oppose

Motion was made by Vice-Chairman Taft to authorize the Town Manager to advertise for Pondicherry Park Committee volunteers; 2nd from Selectman King. 5 approve/0 oppose

e. Review Proposal from Bridgton Academy

This item was also discussed earlier in the meeting.

Vice-Chairman Taft said that the Board of Selectmen voted approximately a year ago not to modify the roadway since both roads are used on a regular basis. Discussion ensued. **Motion** was made by Vice-Chairman Taft to respond to Mr. Clark (Bridgton Academy) that the Board opted not to take any action at this time; 2nd from Selectman King. 5 approve/0 oppose

8. Town Manager's Report

Town Manager Berkowitz reported the following:

MMA Legislative Policy Committee Membership: We have included in your agenda package this evening a ballot representing the four candidates who are seeking our District 13 approval to represent us on the MMA Policy Legislative Committee. Before the end of the meeting I would ask the Chair to call for a vote and have the two who you concur with by a majority properly noted on the official ballot and that all Board members should sign before you leave.

Cable Franchise Agreement Meeting: Last Thursday I attended a regional meeting held in Naples and coordinated by Lisa Villa of Harrison to create a regional consortium of towns that would negotiate the soon to expire Cable Franchise Agreements. There are several benefits that come by approaching this contract as a region including the sharing of ideas and demands at the bargaining table, more efficient use when an attorney is

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8. Town Manager's Report (continued)

asked to step into the process and a stronger bargaining position overall. I am asking the Select Board to agree to participate in this regional negotiation process and if you will, assign the town manager to represent Bridgton. Like any similar approach I would bring information back to you as a body in executive session until the contract negotiations are resolved.

CMP Tree Care Program: We have been notified that CMP will be conducting the tree and limb cutting along their road side power lines over the coming weeks. Their arborists will be working with the contractors to make sure this work is done properly. If a person wants to be placed on the notification list they must contact CMP by calling 1.800.972.8600.

Town Bids: There are two additional bids that are currently seeking responses from vendors. The first is the PWD Truck which must be received by Tuesday, July 3, 2012. The second is for next seasons Heating and Fuel Oil which must be received by Tuesday, July 3, 2012 at 1:00 PM. Information about the bids is available through Jim Kidder-Public Works Director at 647-2326 and the Town Manager's Office at 647-8786 for the Heating and Fuel Oil bid. Lastly, we notified by certified mail the successful bidder for two of the cruisers. We have confirmation the notice was signed for but the person never contacted us by the deadline and therefore the Town should redirect the successful bids to the next highest bidder Mr. Corey Fitch.

Town Offices Open This Saturday: Counter services will be available at the Town Offices this Saturday from 8-11:30 AM. Services such as registrations will be offered. This is the last Saturday this season that such weekend services will be provided until next April, 2013.

Tax Collections: As of June 19th we had collected about 93% of our property taxes and 89% of the personal property. Once we send out the delinquent tax notices those numbers tend to rise to the 96%+ levels. Tax payers are encouraged to make their full and complete payments to avoid the tax lien and ultimately the tax foreclosure process.

Preliminary Audit: Annually the Town's Auditor does a preliminary audit before June 30 and will then complete the audit in late July or early August. This year's preliminary audit like past years, went very smoothly with Linda providing the Auditor with the needed information. We believe the final audit will again confirm the town's fiscal affairs are being properly managed, recorded and reported.

Bridgton Water District 2011 Report: Annually we receive the District's report that gives a snap shot of their water test results. The Report will be available at the Town Offices for the next month. The bottom line is that there were no violations in 2011.

ISO Review: The Insurance Services Office will be reviewing our grading, last done in 2005 as it relates to our building codes and enforcement. On the range from 1-10 with 1 being exemplary, Bridgton was a class 7. Robbie will be working with them during the summer.

Respectfully Submitted, Mitchell Berkowitz, Town Manager

Town Manager Berkowitz also reported that a police car was involved in a car accident last week resulting in approximately \$3,500 in damages.

Vice-Chairman Taft asked if the Town has ever conducted a forensic audit. Town Manager Berkowitz replied that to the best of his knowledge, the Town has not. Chuck Renneker said that the auditor annually reviews numbers and provides a recommendation to the record keeping process. Town Manager Berkowitz reported that there are several additional steps the auditors take to review any suspected fraudulent activity.

Motion was made by Selectman Woodward to appoint the Town Manager to serve as a representative for the Town of Bridgton in the cable franchise negotiations; 2nd from Vice-Chairman Taft. 5 approve/0 oppose

Motion was made by Vice-Chairman Taft to vote for Leonard Adler and James Smith to serve on the Maine Municipal Association's Legislative Policy Committee; 2nd from Selectman King. 5 approve/0 oppose

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9. Old Business

a. Response to Request Regarding Payment to Town Attorney

This item was acted upon earlier in the meeting.

b. Response to Comments Regarding the Make-up of the Interview Team for the Planner, Economic and Community Development Director

Town Manager Berkowitz acknowledged that there may be a perception of a conflict of interest regarding the process of the interview team that hired Anne Krieg, Planner, Economic and Community Development Director. Town Manager Berkowitz reported that the Board of Selectmen directed the Town Manager to establish an interview committee. The Town Manager established a committee and when he asked Mr. Allen to be part of the committee, Mr. Allen disclosed that he is also on the Avesta Board. Mr. Allen was one of eight committee members that interviewed each candidate and the Committee provided a recommendation to the Town Manager based on skills, qualification and experience. The Board agreed that the Town Manager should have notified the Board of Selectmen due to the fact that Avesta Housing has been such a high profile and controversial issue within the community. Mark Lopez said that it is pertinent that the Town Manager did not disclose that Mr. Allen sits on the Avesta Housing Board and that there is a conflict if Avesta submits an application and Anne Krieg has to work with someone that was involved in her hiring process. Chuck Renneker said that the Town Manager has set a poor example for other committee members. A member of the audience said that this is just one of several issues involving Avesta Housing that reflects poorly on the entire project. Selectman McHatton said that the Town Manager is not involved in a conspiracy in getting Avesta Housing into Bridgton.

c. Review of the Salmon Point Campground Lease Forms

Chairman Hoyt disclosed that he has a site at Salmon Point. Selectman McHatton also disclosed that his sister has a site at Salmon Point. Selectman King made a request that Chairman Hoyt and Selectman McHatton recuse themselves from this agenda item; Vice-Chairman Taft agreed. Selectman King then withdrew his request. Lengthy discussion ensued. **Motion** was made by Vice-Chairman Taft to table the issue until the next meeting and directed the Town Manager to obtain a legal opinion from Maine Municipal Association regarding the potential conflict of interest; 2nd from Selectman King. 5 approve/0 oppose

Chuck Renneker said that modification of the lease agreement/contract could result in legal implications and as a result, Paul Hoyt has a conflict of interest in discussing the contract as both a Selectman and as an individual that leases a site at Salmon Point.

Bob Wiser noted that a perception of a conflict of interest creates a conflict of interest.

Mark Lopez said that Paul Hoyt will sign the document/contract and it is improper for Mr. Hoyt not to step down as a Board Member.

Chuck Renneker asked Chairman Hoyt if he would vote on amendments to the lease to which Chairman Hoyt responded that he would have voted as a Board Member on amendments to the lease agreement.

Selectman McHatton said that he is not going to recuse himself on any of the Salmon Point issues; he has been voted in as a Selectman and is planning to do his job as a Selectman which includes making many decisions regarding Salmon Point.

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9. Old Business (continued)

d. Wrap up Agenda for the June 29th Salmon Point Meeting with Campers

Town Manager Berkowitz reminded the Board of their meeting with Salmon Point campers on Friday, June 29th at 6:00 P.M. As part of their information gathering for a business plan, Chuck Renneker plans to create a questionnaire or worksheet regarding activities.

Chuck Renneker reported that Town equipment may be being used by the campers for site maintenance.

10. SAD #61; (See Item 7.A. above)

11. New Business

a. Permits/Documents Requiring Board Approval

1. Approval of the General Assistance Ordinance Maximums

Hearing no public comment, **motion** was made by Vice-Chairman Taft for approval of the General Assistance Ordinance Maximums; 2nd from Selectman King. 5 approve/0 oppose

2. Carry Forward Requests from FY 2012 to FY 2013

Motion was made by Selectman King for approval of the carry forward requests from FY 2012 to FY 2013 as submitted by the Town Manager; 2nd from Selectman Woodward. 5 approve/0 oppose

3. Sewer Commitment #107 & #108

Selectman Woodward disclosed that he owns property on the sewer system. **Motion** was made by Selectman Woodward for approval of sewer commitment 107 and 108; 2nd from Selectman King. 5 approve/0 oppose

4. 2012/2013 Fiscal Year Tax Commitment

Acting in their capacity as the Board of Assessors, **motion** was made by Assessor McHatton for approval of the 2012/2013 fiscal year tax commitment (mil rate 13.10); 2nd from Vice-Chairman Taft. 5 approve/0 oppose

5. Liquor License Addendum to Campfire Grille

Motion was made by Selectman King for approval of the liquor license addendum to Campfire Grille; 2nd from Selectman McHatton. 5 approve/0 oppose

6. Auxiliary Mobile Golf Cart Liquor License to Bridgton Highlands County Club

Motion was made by Selectman King for approval of the auxiliary mobile golf cart liquor license to Bridgton Highlands Country Club; 2nd from Selectman McHatton. 5 approve/0 oppose

7. Victualer's License to Lake Region House of Pizza

Motion was made by Selectman McHatton for approval of the Victualer's License to Lake Region House of Pizza; 2nd from Vice-Chairman Taft. 5 approve/0 oppose

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11. New Business (continued)

b. Bids, Awards and Other Administrative Recommendations

1. Award Bid; Salmon Point Lagoon Dredge & Foot Bridge Review

The receipt of bids was closed at 2:00 P.M. on June 15, 2012. To follow are the bids received and their amounts:

- Pinkham & Greer – Portland, Maine = \$18,100.00
- Wright Pierce – Topsham, Maine = \$7,750.00 Lagoon Dredging + \$1,950.00 Pedestrian Bridge = \$9,700.00 (plus permit fees for a grand total of \$13,800.00)
- Baker Design Consultants – Freeport, Maine = \$16,600
Additional costs not included in scope: \$500.00 permit application fees, estimated; \$100.00 posting/ mailing fees, estimated; \$2,600.00 if required, sampling & testing for sediment chemistry; \$1,400.00 if required, wetland delineation

Town Manager Berkowitz recommended awarding the bid to Wright Pierce. **Motion** was made by Selectman Woodward to award the bid to Wright Pierce as recommended by the Town Manager; 2nd from Selectman McHatton. 5 approve/0 oppose *Town Manager Berkowitz clarified that even though the bid has been awarded, the Town is not obligated until the project is approved (pending CDC recommendation).*

c. Legal Matters

Town Manager Berkowitz reported that the fire alarm went off in the Municipal Complex on Monday at 3:34 P.M. and by 4:15 P.M., the Fire Department allowed the employees to re-enter the building.

d. Selectmen's Concerns

- **Selectman Woodward** had no concerns.
- **Selectman McHatton** asked who is in charge of the Skate Board Park. Town Manager Berkowitz replied that the Recreation Director is in charge of the park; the school department mows and the Public Works Department empties the garbage and maintains the signage. Selectman McHatton noted that the Park needs to be shut down for a few days to check the equipment for safety and paint over the graffiti. He added that rules and regulations should be implemented with strict punishment, also there should be no smoking and no loud music; the sign is currently at a 45 degree angle and should be leveled off. Selectman McHatton requested that this issue be an agenda item for discussion at a future meeting.
- **Vice-Chairman Taft** asked for the status of the "Memorandum of Understanding with the Community Center." Town Manager Berkowitz responded that the MOU is pending.
- **Vice-Chairman Taft** reported that he attended an informative meeting with the Greater Portland Council of Governments regarding "Safe Routes to School." Vice-Chairman Taft voiced concerns regarding the lack of a sidewalk on Willett Road and asked if TIF funds could be used towards a sidewalk on that road. Town Manager Berkowitz replied that the TIF area only covers part of the Willett Road (the easterly portion) ending near Hannaford.
- **Selectman King** asked why the Town is paying for a telephone at Stevens Brook Elementary. Town Manager Berkowitz will gather additional information and report his findings back to the Board.
- **Selectman King** asked why there are not any "No Parking" signs on Depot Street near the Community Center up to the bridge. Town Manager Berkowitz will gather additional information and report his findings back to the Board.

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11. New Business

d. Selectmen's Concerns (continued)

- **Chairman Hoyt** asked if swimming is allowed on Long Lake (at Salmon Point). Town Manager Berkowitz replied that the water testing results were well below the minimum e-coli levels and the public is all clear for swimming.
- **Selectman Woodward** said that the "Welcome to Bridgton" signs were supposed to be white reflective and noted that they are yellow reflective. Town Manager Berkowitz will gather additional information and report his findings back to the Board; he noted that he is also researching the dates of establishment.

e. Other Matters

RFP-Field Analysis

Motion was made by Vice-Chairman Taft to table and amend the scope for rebidding and have the Town Manager bring this information back to the Board at the next meeting; 2nd from Selectman King.
5 approve/0 oppose

Insurance Services

As a result of a verbal request by Mitchell Berkowitz, Town Manager, to various companies for quotes on insurance for the Town of Bridgton the following companies submitted bids. To follow are the bids received and their amounts.

•**Chalmers Insurance Group – Bridgton, Maine**

(Submitted a quote from two different companies)

Glatfelter - \$45,092.00

Metrogard - \$69,241.00

•**MMA Risk Management Services – Augusta, Maine**

\$42,691.00

576.00 - Additional Optional Coverage (Crime)

\$43,267.00 TOTAL

Town Manager Berkowitz noted the minimum difference between the two quotes; the Town Manager noted that although MMA was the low bidder, he reminded the Board that Chalmers is a local agency that has been providing excellent insurance coverage to the Town for many, many years. **Motion** was made by Selectman McHatton to award the bid to Chalmers; 2nd from Selectman King. Lengthy discussion ensued. [**Motion** was made by Selectman McHatton to move the question and close debate; 2nd from Selectman King. 5 approve/0 oppose] Vote on original motion: 3 approve/2 oppose (Hoyt/Taft opposed)

Surplus Property

Town Manager Berkowitz reported that the highest bidder for vehicle surplus property failed to complete his obligations and recommended that the bid be awarded to the next highest bidder, Corey Fitch. **Motion** was made by Selectman King for approval of the Town Manager's recommendation; 2nd from Selectman Woodward. 5 approve/0 oppose

**Board of Selectmen's Meeting Minutes
June 26, 2012; 6:00 P.M.**

12. Agendas for the Next Board of Selectmen's Meetings/Workshops

The Board reviewed their agenda for the July 10, 2012 and July 24, 2012 meetings.

13. Treasurer's Warrants

Motion was made by Vice-Chairman Taft for approval of Treasurer's Warrants numbered 118 through 122; 2nd from Selectman Woodward. 5 approve/0 oppose

14. Executive Session; MRSA Title 1, Chapter 13, Subsection 405.6.E "Discussion of Matters Related to Possible Litigation"

Motion was made by Selectman Woodward to enter into executive session for discussion of matters related to possible litigation per MRSA Title 1, Chapter 13, Subsection 405.6.E. at 10:55 P.M.; 2nd from Selectman King. 5 approve/0 oppose

Motion was made by Selectman King to also enter into executive session for discussion of matters related to personnel per MRSA Title 1, Chapter 13, Subsection 405.6.A.; 2nd from Vice-Chairman Taft. 5 approve/0 oppose

Motion was made by Selectman Woodward to come out of executive session at 11:40 P.M.; 2nd from Selectman King. 5 approve/0 oppose

15. Adjourn

Motion was made by Vice-Chairman Taft to adjourn the meeting at 11:40 P.M.; 2nd from Selectman King. 5 approve/0 oppose

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk