Board of Selectmen’s Meeting Minutes
August 10, 2010; 6:00 P.M.

Board Members Present: Arthur D. Triglione, Sr., Chairman; Earl M. Cash, Sr., Vice-Chairman; Douglas A. Taft; Robert F. Woodward; Paul E. Hoyt

Town Manager Berkowitz was also present.

1. **Call to Order**
   Chairman Triglione called the meeting to order at 6:00 P.M.

2. **Public Hearing; None**

3. **Public Comments; Non-Agenda Items**

   **Phil Gutekunst, Retiring Recreation Director**
   Chairman Triglione reported that Phil Gutekunst, Recreation Director, will be retiring on August 25, 2010. He thanked Mr. Gutekunst for his hard work and dedication to the Town of Bridgton over the past 20+ years. He will be missed by the entire community, which was evident by the outpouring of affection and praise during the public hearing. On behalf of the Board, Chairman Triglione presented a certificate of appreciation to Mr. Gutekunst. Selectman Woodward commended Mr. Gutekunst for his insight and assistance with the Mushers Bowl; he added that Mr. Gutekunst is a delight to work with. Selectman Taft thanked Mr. Gutekunst noting that he has been a positive role model in the community. Selectman Hoyt also thanked Mr. Gutekunst for his dedication citing that he always makes the children top priority. Vice-Chairman Cash wished Mr. Gutekunst well and appreciates his dedication over the years. Mr. Gutekunst thanked the Board and community for their support; he has worked very hard to maintain balance. Town Manager Berkowitz said, “as we have acknowledged Phil’s upcoming retirement I wanted to express my personal observations. During my 4 ½ years in Bridgton, I have come to know Phil and how he operates. One of the most striking points are the values that Phil has brought to the recreation programming efforts. I have witnessed many recreation directors who have indicated their commitment to such values but only a handful who live them. Bridgton has been well served by Phil’s approach, marrying those core values and the belief that everyone should be able to participate. Phil has reflected upon what the community says it wants and the realities of what they will support. He has tempered his fiscal frustrations with creative alternatives and has looked to the regional approach as a way of enhancing program offerings to a greater number of citizens. Perhaps the best memories will be that Phil coming in after setting the buoy lines in the spring or removing them too late in the cold fall air and seeing this person doing the shiver dance or having just resolved a parent/coach issue and sputtering about how people lose perspective of the reason for getting youth involved. I had confidence that whatever Phil did, it was being done correctly and for the right reasons. It is these human qualities that will be hard to replace as we move forward. To you Phil, please accept my sincerest appreciation for a job and career well done and my wishes for only the best as you involve yourself in personal leisure pursuits that will continue to satisfy your needs in the future.” Carmen Lone, Director of Community Center, noted that Mr. Gutekunst has been very helpful and active with the Community Center and thanked him for his commitment.

   **Depot Street Festival**
   Ken Murphy reported that the Depot Street Festival is scheduled for Saturday, August 14, 2010. There are many events planned for the day and he encouraged community attendance.
4. **Presentations and Discussions**
   a. PSSG Police Study Presentation Followed by Public Q & A
   The Town of Bridgton contracted with the Public Safety Strategies Group (PSSG) to conduct a comprehensive evaluation of law enforcement services in the Town. The goal of the project is to set a clear and strategic direction for the future of law enforcement services in Bridgton.

   Ms. Craven provided a presentation of the draft executive summary report to the Board and Public. Ms. Craven responded to several questions from the public and Board. The Board thanked PSSG for providing a thorough, well put together report.

   The full report is available on the Town website and is also available for review at the Town Office. **Motion** was made by Selectman Taft to provide copies of the summary report to the public for a charge of $7.00; 2\(^{nd}\) from Selectman Hoyt. 5 approve/0 oppose.

**Bridgton Recreation Advancement Group**
Bill Macdonald and Jim Quinn, representing BRAG, were present. Mr. Macdonald reported that the project is currently ahead of schedule thanks to the cooperation of mother-nature. Phase 2 should be completed by the end of September, 2010.

b. Board Position on the Narrow Gauge Railway
   Mr. Brian Durham, President of the MNGRR, contacted the Town Manager to provide updates on several items. Mr. Durham indicated that Ms. Sue Davis is no longer with the MNGRR (Maine Narrow Gauge Rail Road) and they appreciated the Select Board’s letter. He also indicated their Trustees appreciated the frankness within the Town’s letter which has caused them to further review their strategic thinking and will likely request an opportunity to return to Bridgton to meet with the Select Board. **Motion** was made by Selectman Woodward to authorize the Manager to meet with the Narrow Gauge Railroad representatives, Board Member Woodward, Board Member Cash and the Economic Development Director (full disclosure regarding the Bridgton Memorial School will be discussed prior to the meeting); 2\(^{nd}\) from Selectman Hoyt. 5 approve/0 oppose.

c. Review of Policies for the Town:
   Vehicle Use; Others Identified by the Board
   The Board instructed the Manager to review the policies with the appropriate department heads and bring recommended amendments back to the Board for consideration.

d. Introduction to the Sustainable Tax Rate Plan
   Town Manager Berkowitz introduced the concept (and challenges) of adopting a ‘sustainable tax rate’ strategy. Simply stated, the attempt is to keep the tax rate for the town side (or the total tax rate) at the same level in future years by matching the property value growth in the budget. As appealing as this may sound on its face, it should be discussed thoroughly so that the downsides are fully appreciated as well. Mr. Berkowitz provided information for the Board to review.
5. **Approval of Minutes: July 27, 2010**  
   Motion was made by Selectman Taft for approval of the minutes of the July 27, 2010; 2nd from Selectman Hoyt. 5 approve/0 oppose

6. **Correspondence and Other Pertinent Information**  
   a. Harrison Letter Inviting Joint Negotiations for the Time Warner Cable License Renewal  
      Motion was made by Selectman Hoyt to authorize the Town Manager to participate in joint negotiations for the Time Warner Cable License Renewal; 2nd from Selectman Woodward. 5 approve/0 oppose

7. **Town Manager’s Report**  
   Town Manager Berkowitz reported the following:
   - **Consent Agreement Executed:** The Agreement the Board authorized at their last meeting with the Duffy family has been executed with the penalty amount paid in full. The remediation will be monitored by our CEO.
   - **State Certifies Town’s Recycling Rate:** According to the State Planning Office, the Town of Bridgton had a recycling rate of 40.4% for the calendar year 2009. This is good news for the Town and to our citizens who continue to “take control” of their trash and recyclable disposal. By increasing our recycling rates we can bring our trash disposal costs down.
   - **Police Department Technology Updates:** At your last meeting I reported that we were facing computer updates including those within the Police Department. Chief Lyons has completed a Department of Justice-Justice Assistance Grants application for $3300 which would pay for three new computers for the patrol officers. These will be part of the network and used by all of the officers thereby eliminating the need to buy a computer for each officer. The current computers are over 7 years old, antiquated in terms of software and memory. The new units bring us up to date, are able to fully access the IMC data and are capable of communicating with mobile data terminals. The grant resolves the financial burden and issues that I referred to at your last meeting.
   - **Community Surveys:** We have received about a dozen surveys thus far and encourage citizens to complete them and send them to us. Hard copies are available at the town office, Bridgton and N. Bridgton Libraries and the Community Center. It is also available on the Town’s website www.Bridgtonmaine.org.
   - **Cell Phone Change of Service Plans:** We have successfully changed provider plans and are now on Verizon Wireless.
   - **Songo Locks:** Peter Lowell called to thank the Town of Bridgton Select Board for their letter regarding the efforts to control the locks and the invasive species problems. He also informed me that the Locks would remain open but the State has increased funding to assure all inbound watercraft are inspected before they enter Brandy Pond.
   - **Recreation Director Vacancy:** As of August 9 we had about 36 applications on file for this position. I have reviewed each and separated them into two piles, those which will have the first interview and those who will not. I hope to have the interviews during the week of August 16th allowing us time to do follow up and a second interview later in the month. I am inviting one member of the Select Board to sit in as part of the interview team.
   - **Maine Narrow Gauge Rail Road:** Mr. Brian Durham, the President of the MNGRR contacted me today to provide updates on several items. He indicated that Ms. Sue Davis is no longer with the MNGRR and they appreciated the Select Board’s letter. He also indicated their Trustees appreciated the frankness within the Town’s letter which has caused them to further review their strategic thinking and will likely request an opportunity to return to Bridgton to meet with the Select Board. I expressed our general thoughts as well as some fiscal concerns and indicated that our lines of communications would remain open to them as well.
   - **Tax Reminder:** Property owners are reminded to pay their first quarterly taxes due by 4:00 PM on August 16th. Also be sure to cut out your punch card for use with a valid transfer station sticker.
7. **Town Manager’s Report (continued)**

Commentary: As we have acknowledged Phil’s upcoming retirement I wanted to express my personal observations. During my 4 ½ years in Bridgton, I have come to know Phil and how he operates. One of the most striking points are the values that Phil has brought to the recreation programming efforts. I have witnessed many recreation directors who have indicated their commitment to such values but only a handful who live them. Bridgton has been well served by Phil’s approach, marrying those core values and the belief that everyone should be able to participate. Phil has reflected upon what the community says it wants and the realities of what they will support. He has tempered his fiscal frustrations with creative alternatives and has looked to the regional approach as a way of enhancing program offerings to a greater number of citizens.

Perhaps the best memories will be that Phil coming in after setting the buoy lines in the spring or removing them too late in the cold fall air and seeing this person doing the shiver dance or having just resolved a parent/coach issue and sputtering about how people lose perspective of the reason for getting youth involved.

I had confidence that whatever Phil did, it was being done correctly and for the right reasons. It is these human qualities that will be hard to replace as we move forward.

To you Phil, please accept my sincerest appreciation for a job and career well done and my wishes for only the best as you involve yourself in personal leisure pursuits that will continue to satisfy your needs in the future.

Respectfully,
Mitchell A. Berkowitz, Town Manager

The Board confirmed the policy that lost transfer station punch cards will not be replaced.

8. **Old Business**

a. Decision on Request for the Use of Moose Pond Funds for Moose Pond Boat Inspections

At the June 22, 2010 meeting, the Moose Pond Association requested the Board consider assisting in their boat inspection efforts and the possibility of using some of the Moose Pond Land Trust Funds for this. Bridgton appropriates a specific amount of funds annually to LEA for overall boat inspections and they use this as a match towards other funding as well. The idea of a central or unified funding approach was thought of in the context of just Bridgton. As such, the town’s annual appropriation to LEA seems to best approach this issue leaving the initiatives to those property owners around the various water bodies and their collaboration with LEA. Peter Lowell, Executive Director for LEA, favors a central approach and has offered his assistance.

b. Finalize the Goals and Objectives of the Board

Town Manager Berkowitz reviewed his list of goals and objectives with the Board. The Board added a goal to increase recycling at the Transfer Station. Discussion ensued. The Board suggested seeking voter input via a referendum ballot question.

c. Approval of Funds Transfer from Drug Forfeiture to Academy Line Item for Officer Certification

**Motion** was made by Selectman Hoyt for approval of the transfer of funds from drug forfeiture to the academy line to be used for officer certification; 2nd from Selectman Woodward. 5 approve/0 oppose

**Police Department Storage Container**

**Motion** was made by Selectman Hoyt for approval to purchase a storage container using the drug forfeiture funds in the amount of $2,975. 00. 2nd from Selectman Woodward. 5 approve/0 oppose
8. **Old Business (continued)**

d. Approval of Woods Pond Committee Role as a Private Advisory Committee with Limited Authority as Outlined by the Board

*Motion* was made by Vice-Chairman Cash to designate the Woods Pond Committee as a private advisory committee with limited authority as outlined by the Board:

- The Committee is made up of volunteers and they choose whom their own make up.
- The Committee was not appointed by the Select Board and therefore has no authority to implement or take any actions.
- If the Committee were to make recommendations to the Select Board, there is no obligation on the part of the Select Board to incorporate their recommendations into any final actions of the Town.
- However, if the Board chooses to implement any of the recommendations it is the Board’s responsibility and liability.

2nd from Selectman Woodward. 5 approve/0 oppose

9. **SAD #61; None**

10. **New Business**

a. Permits/Documents Requiring Board Approval

1. Accept Board of Appeals Resignation; Patricia Biegler

*Motion* was made by Selectman Hoyt to accept the Board of Appeals resignation from Patricia Biegler; 2nd from Selectman Woodward. 5 approve/0 oppose

2. Hazen Cemetery Deed to Thomas & Elna Stone (2 grave lot)
3. Forest Hills Cemetery Deed to Milton McKeen, Jr. (H40A; 4 grave lot)

*Motion* was made by Vice-Chairman Cash for approval of 10a2 and 10a3; 2nd from Selectman Taft. 5 approve/0 oppose

b. Bids, Awards and Other Administrative Recommendations

1. Amended Carry Forward Request

   Town Manager Berkowitz reported that over the past two fiscal years we have accumulated about $45,400 in town office complex reserves and in FY 2011 we appropriated another $5,000. This reserve was to go towards the HVAC tower repairs/replacement. If we do not carry forward the $45,400 we would only have the $5,000 available. This is important since the tower is going to require some major investment to keep it operational. Town Manager Berkowitz requested that the Board approve the amount of $45,400 from account 856-8-9221 FY 2010 to be carried forward. *Motion* was made by Selectman Taft for approval of 10b1; 2nd from Selectman Woodward. 5 approve/0 oppose

2. LEA Letter Re: Songo Locks

   Town Manager Berkowitz provided the Board with a copy of the correspondence to the Department of Environmental Protection regarding the closing of the Songo Locks.
10. **New Business (continued)**

3. Award Paving Contract

Jim Kidder, Public Works Director, reported that the towns of Harrison, Waterford and Bridgton collectively accepted bids for paving. Director Kidder recommended that the bid be awarded to the low bidder, Manzer, for the bid amount of $225,027. **Motion** was made by Selectman Woodward for approval of Mr. Kidder’s recommendation; 2\textsuperscript{nd} from Selectman Taft. 5 approve/0 oppose

**Gravel Extraction Committee**

**Motion** was made by Vice-Chairman Cash to appoint Bob Hatch and James Quinn to the Gravel Extraction Committee; 2\textsuperscript{nd} from Selectman Hoyt. 5 approve/0 oppose

**Granite Bench Memorial**

**Motion** was made by Selectman Taft to allow a granite bench memorial at the Highland Lake boat ramp (the Town will not be responsible for vandalism); 2\textsuperscript{nd} from Selectman Hoyt. 5 approve/0 oppose

c. Legal Matters; none

d. Selectmen’s Concerns

- Selectman Woodward had no concerns.
- Selectman Hoyt had no concerns.
- Selectman Taft asked Police Chief David Lyons who is responsible for enforcing the Disorderly House Ordinance. Chief Lyons replied that Officer McCormick and Officer Gaumont are both involved.
- Vice-Chairman Cash had no concerns.
- Chairman Triglione had no concerns.

e. Other Matters; none

11. **Agendas for the Next Board of Selectmen’s Meetings/Workshops**

The Board opted not to meet on August 24, 2010. The next regular meeting is scheduled for September 14, 2010.

12. **Treasurer’s Warrants**

**Motion** was made by Selectman Hoyt for approval of Treasurer’s Warrants numbered 14, 15, 16, 17, 18, 19, and 20; 2\textsuperscript{nd} from Selectman Taft. 5 approve/0 oppose

13. **Executive Session; MRSA Title 1, Chapter 13, Subsection 405.6.A. “Discussion of Matters Related to Personnel Matters.”**

The Board opted not to enter into executive session.

14. **Adjourn**

Chairman Triglione adjourned the meeting at 9:35 P.M.

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk