

Board of Selectmen's Meeting Minutes
Board of Selectmen's Meeting Room
July 24, 2007; 5:00 P.M.

Board Members Present: Arthur D. Triglione, Sr., Chairman; Robert F. Woodward, Vice-Chairman;
Robert J. McHatton, Sr.; Joan M. Gardner

Board Members Absent: Robert C. Bell

Town Manager, Mitchell A. Berkowitz was also present.

1. Call to Order

Chairman Triglione called the meeting to order at 5:00 P.M.

2. Public Hearing

There were no public hearings.

3. Public Comments; Non-Agenda Items

There were no public comments.

4. Presentations and Discussions

a. Manager's Proposal to join the Safety Works Program "SHAPE"

Town Manager Berkowitz reported that the Town recently completed the remediation and compliance as a result of the Department of Labor's Workplace Safety Inspection. The Department randomly visits communities throughout the state and works with them to assure workplace safety. The problem is that this approach is never programmed and often comes at a time when we are busy. The Department offers an alternative to this random spot check approach. It is called SHAPE and it stands for Safety and Health Awards for Public Employers. The program is designed to work with a community, to conduct a scheduled inspection, have the community respond to the corrections over a period of time and re-inspect for compliance. During that time they also make available several types of training. Upon successful completion the Town would be taken off their random inspection list. Ultimately, by working with the Department of Labor the community benefits from reduced injuries, enhanced awareness of safety and procedures in the workplace and an improved review of our workplace to spot any potential trends. **Motion** was made by Vice-Chairman Woodward to authorize the Town Manager to join the Safety Works Program; 2nd from Selectman Gardner. 4 approve/0 oppose

b. Donation of Portable Sober Meters to Police Department; Chief David Lyons

Chief David Lyons reported that the local lodge of Masons are planning to raise money to assist the Town of Bridgton in purchasing portable sober meters. **Motion** was made by Selectman McHatton for approval of the Masons' intent to donate funds for these units; 2nd from Selectman Gardner. 4 approve/0 oppose

c. 2007 Budget Request from Bridgton Community Band

The Board reviewed a 2007 funding request from the Bridgton Community Band. The request was submitted to the Town Office in January 2007 but was not received. **Motion** was made by Selectman McHatton to transfer \$3,900 from the contingency account to the outside agency account and allocate \$3,900 from the outside agency account to the Bridgton Community Band; 2nd from Selectman Gardner. 2 approve/2 oppose (*motion does not have passage*) **Motion** was made by Vice-Chairman Woodward to transfer \$3,000 from the contingency account to the outside agency account and allocate \$3,000 from the outside agency account to the Bridgton Community Band as level funding from last year; 2nd from Selectman McHatton. 4 approve/0 oppose

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4. Presentations and Discussions (continued)

d. Annual Election for MMA Vice-President and Executive Committee

Vice-President; Vote for 1; 1 year term

Galen Larrabee (Town of Knox)

Directors; Vote for 3; 3 year terms;

John Anderson (Town of Boothbay); William Reed (Town of Veazie); Sophia Wilson (Town of Brownville)

Directors; Vote for 1; 1 year term

George Richardson, Jr. (Westport Island)

Motion was made by Selectman McHatton to vote for the slate of officers as presented on the ballot; 2nd from Selectman Gardner. 4 approve/0 oppose

e. MMA Photo Entry Contest; Select Photo Caption

The Maine Municipal Association is featuring a "photo contest;" the five winners will be displayed at the MMA Annual Convention as well as throughout the year at the MMA office building. Each winning municipality will receive a framed and matted replica of the photograph with the appropriate engraved recognition. **Motion** was made by Selectman Gardner to authorize the Town Manager to enter the contest on behalf of the Town (*description of photo: fireworks at Shawnee Peak; photo caption: "reflections from Bridgton;" name of photographer: Ethan McNerney of Lovell Maine*); 2nd from Vice-Chairman Woodward. 4 approve/0 oppose

5. Approval of Minutes; July 10, 2007

Motion was made by Selectman McHatton for approval of the minutes from the July 10, 2007 meeting; 2nd from Vice-Chairman Woodward. 4 approve/0 oppose

6. Correspondence and Other Pertinent Information

a. Brief Planning; Summer Agenda Items; Manager's Vacation Aug. 16-21

Town Manager Berkowitz will be taking vacation from August 16 through August 21. The Board opted to hold one meeting in August on the 14th. The regular scheduled meeting for August 28 will be cancelled unless there are important issues that cannot wait until September.

b. Correspondence Regarding Road Conditions at Highland Point

The Board received correspondence regarding the road conditions at Highland Point. The Town Manager will review the area for immediate danger situations and will defer to the Public Works Director.

c. Status of Junkyards from Code Enforcement Officer

The Board received an update regarding the status of junkyards from the Code Enforcement Officer.

Police Department

Town Manager Berkowitz reported that there was an incident on July 18 that required careful coordination of law enforcement agencies. Under the Police Chiefs direction, the situation was satisfactorily resolved. The department held a debriefing to review the events. The Town Manager and Chief of Police thanked all involved (Police Officers, Dispatchers, State Police Officers and Sheriff's Department) for their team effort.

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7. Town Manager's Report

Town Manager Berkowitz reported the following:

Town Recycling:

We received the annual certification from the State Planning Office that indicates the Town's recycling efforts by a percentage against what we dispose of is #38.93 % against a total amount of MSW at #4,515.52 tons. The report indicates a total of #2,798.78 tons of municipal waste, #455.60 tons of bulky waste recycling, #644.31 tons of municipal recycling and #616.83 tons of Bulky recycling. According to Hank Tyler, Senior Planner, Bridgton is one of only two such programs in Cumberland and belongs to an elite group of communities that continues to operate highly effective transfer stations in the State.

Personnel Changes:

On July 13, 2007 the Town offered the full time police officer vacancy to Ms. Debra A. Clough. Ms. Clough has been a part time Officer with the Department and was one of the two top finalists in the most recent hiring and oral board procedures. Ms. Clough was sworn in on July 16 and will be scheduled for the Police Academy. Preceding Ms. Clough to the Academy will be Officers Ron Dennison and Phil Jones.

As a Town Manager it is extremely rewarding to be able to employ an individual who continues to demonstrate the commitment, passion and desire to be a professional law enforcement officer. Ms. Clough joins the ranks of five other professional members who together with Lt. Madura, Chief Lyons and our Dispatchers continue to provide some of the finest services to our citizens.

Annual New England Management Institute:

I have registered for the Annual Institute for August 29-31 which, this year takes place in Bar Harbor. The program includes sessions led by the Honorable John T. Jenkins an instructor at the Maine Criminal Justice Academy on leadership and being "Inspired to be Great", Finding the Calm in the midst of Chaos and Facilitative Leadership. It helps manager's sharpen their skills in this ever demanding customer service environment. As an FYI, my wife Sally will be traveling with me and all expenses related to my spouse will be fully paid for by me during this Institute.

Bid Proposals for the Office Renovations:

The Town is advertising for bid proposals related to the office renovations in the upstairs of the Town Office Complex. The Bids are due August 9, 2007 but also require a pre-bid meeting on Wednesday, July 25, 2007 at 9:00 AM for all interested contractors. Any person(s) interested in obtaining a package may contact us at the Town Offices, go onto the Town Website www.bridgtonmaine.org or come to the pre-bid meeting. After the bid proposals are opened we will review them and make a recommendation to the Select Board for your August 14 meeting.

TAN Letters:

Though we do not anticipate a need for a TAN in this fiscal year, we are still issuing letters for proposals and will report the results to the Board. Should circumstances change, the paperwork will have already been completed.

Tank Removal:

Last week PWD crew members removed the underground storage tank adjacent to the Community Center garage. This tank was installed in 1997 but taken out of service since the garage was no longer used as a heated storage area. We will file with the Maine Department of Environmental Services the necessary paperwork and maintain this information for our records.

Depot Street Bridge:

In the past week both Jim and I have been in contact with the MDOT regarding this bridge. The results thus far appear favorable. The most recent information is that MDOT will remove the whole structure and we may want that accomplished by May or June 2008. We will also be in a position to purchase used bridge beams from MDOT at salvage rate and of a greatest strength so that we can propose to the June 2008 Town Meeting a warrant article to rebuild this bridge for about \$80,000 plus engineering costs. The actual construction would be done by our Public Works Department under the direction of both Jim and a yet to be selected engineer. I am in the process of contacting engineering firms to get their proposals for this kind of service and will bring a recommendation to the Board in the near future. If we are successful, it is possible that the replacement bridge would be operation in late fall 2008.

Skating Rink Status:

Dee Miller has informed us that all but the painting of the Rink floor has been completed thanks to their great efforts. The work included repair and replacement of roof elements, installation of a back door, repaving of the surface, and other smaller items throughout the building. The Rink is available for ongoing activities. Funding was approved at the June 2006 Town Meeting through the Moose Pond Land Trust Fund.

Other Bid Proposals and Work Preparations:

We are preparing the following for bid proposals over the next few weeks:

Financial Services; Fire Truck-Ladder/Platform/Pumper; Parking Lot Construction/Sewer Line replacement

Work preparations include:

Commercial Hauling, Annual registration and fee structure, Recycling; Insurance Market Review; ASI Working Documents and Projected Paper; Review cost options for Officer Training at the Academy

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8. Old Business

There was no old business for discussion.

9. SAD #61

There was no information submitted from MSAD #61.

10. New Business

a. Permits and Documents Requiring Board Approval

- 1. Sewer Commitment #27

Motion was made by Selectman McHatton for approval of Sewer Commitment #27; 2nd from Vice-Chairman Woodward. 4 approve/0 oppose

- 2. Cemetery Deed to Margaret Brown; Forest Hills Annex E60 (2 grave lot)

Motion was made by Vice-Chairman Woodward for approval of the Cemetery Deed; 2nd from Selectman McHatton. 4 approve/0 oppose

- 3. FY 2007/2008 Municipal Valuation Return

Acting in its' capacity as the Board of Assessors, **motion** was made by Vice-Chairman Woodward for approval of the FY 2007/2008 Municipal Valuation Return; 2nd from Selectman Gardner.

4 approve/0 oppose

- 4. New Road Name; Vista Drive

Motion was made by Selectman Gardner for approval of the new road name; 2nd from Selectman McHatton. 4 approve/0 oppose

b. Legal Matters

There were no legal matters.

c. Selectmen's Concerns

Vice-Chairman Woodward encouraged the Board to consider a sign on hiring bonus for new police officers that are academy certified with experience; the Board agreed. The Town Manager and Police Chief will gather additional information and report their findings back to the Board.

Selectman McHatton has made several visits to the skateboard park; he noted minimal use and mostly with parental supervision and that the park was clean.

Selectman Gardner will attend the school consolidation meeting next week and report information back to the Board.

Chairman Triglione has also visited the skateboard park and agreed with Selectman McHatton. He is glad that the committee was formed to review areas of concerns.

d. Other Matters

There were no other matters.

11. Agenda for the Next Board of Selectmen's Meetings/Workshops

- July 26, 2007
- August 14, 2007

The Board reviewed their upcoming agendas.

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12. Treasurer's Warrants

Motion was made by Selectman. McHatton for approval of Treasurer's Warrants numbered 5, 6, 7 and 8; 2nd from Vice-Chairman Woodward. 4 approve/0 oppose

13. Executive Session

The Board did not enter into executive session.

Other

Chairman Triglione encouraged anyone interested to attend the meeting on July 26, 2007 at 5:00 P.M. for the purpose of reviewing single sort and various other options for the Transfer Station.

The Board reviewed information from the Finance Director regarding ongoing bank activity. The Board was pleased with this report.

14. Adjourn

Motion was made by Selectman McHatton to adjourn the meeting at 5:50 P.M.; 2nd from Selectman Gardner. 4 approve/0 oppose

Respectfully submitted,

Laurie L. Chadbourne
Town Clerk

*Next Regular Meeting: August 14, 2007
Workshop Meeting: July 26, 2007*