

**Board of Selectmen's Meeting Minutes
Board of Selectmen's Meeting Room
November 13, 2007; 5:00 P.M.**

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

Town Manager, Mitchell A. Berkowitz was also present.

1. The **Public Hearing** to consider public comments regarding the types of capital investments needed to implement single sort recycling in the Town of Bridgton and brief presentation of single sort for households was opened at 5:00 P.M. by Chairman Triglione. Mahlon Johnson gave a brief presentation on the substantial savings and simplicity of single sort recycling. Town Manager Berkowitz went over his Single Sort Investment Summary. The Board unanimously agreed that the Town should purchase the larger compactor. Town Manager Berkowitz will prepare a warrant article to seek voter consideration at annual town meeting in June of 2008. The public hearing was closed at 5:30 P.M.

2. **Call to Order**

Chairman Triglione called the meeting to order at 5:30 P.M.

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

There were no Public Comments.

4. **Presentations and Discussions**

a. Presentation and Discussion of the Audit; FY 2007

Greg Chabot from Runyon Kersteen Ouellette provided the fiscal year end 2007 audit to the Town Officials. Mr. Chabot reviewed the audit and his findings. After his presentation he also submitted a proposal for the Selectmen to review to consider using Ruynon Kersteen Ouellette as their auditor for the next three years. The Selectmen thanked Finance Officer Linda Nilsen for all of her efforts in preparing for the audit.

b. Abatements/Supplements/Exemptions

Acting in its' capacity as the Board of Selectmen and also as the Board of Assessors', the Board considered the following abatements, supplements and exemptions as recommended by the Assessors' Agent:

Supplements:

Tax Year; 2007; No. 07-05; Type RE; Acct No. 890; Map 7, Lot 58Z; Owner, Patricia Loftus; Land Value \$0; Building Value \$136,440.00; Exemption \$0; PP Value \$0; Taxable Value \$136,000.00; Tree Growth Penalty \$0; Tax \$1,562..24; Reason Building was omitted in original commitment.

Exemptions:

Exemption application for The First Congregational Church, UCC; Map 26, Lot 8

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**4. Presentations and Discussions
b. Abatements/Supplements/Exemptions (continued)**

Abatements:

Tax Year	Map	Lot	Abate. No.	Type	Acct. No.	Owner	Reason	Abated Value	Abated Tax
2003			03-40	PP	469	Sarah Manfre	Uncollectible.	\$9,100.00	\$175.18
2005			05-56	PP	212	Maine Link	Uncollectible.	\$817.00	\$8.95
2005			05-57	PP	361	Richard & Jennifer Sharland	Uncollectible.	\$17,800.00	\$194.91
2006	42	6	06-46	RE	4006	David C. & Catherine F. Randall	Valuation was adjusted to reflect its contributory value as an abutting parcel.	\$27,400.00	\$309.62
2007	14	52B	07-25	RE	2016	Robert H. Clark	Corrected acreage per survey.	\$1,060.00	\$12.14
2007	14	53	07-26	RE	1946	Robert H. Clark	Corrected acreage per survey.	\$5,700.00	\$65.27
2007	1	44	07-27	RE	38	Mark & Barbara L. Comunale	Corrected acreage per survey.	\$4,070.00	\$46.60
2007	8	39-7	07-28	RE	1111	Timothy M. & Kerry A. Blanchard	Upon interior inspection the building was regraded.	\$20,130.00	\$230.49
2007	9	34D	07-29	RE	1228	Kevin S. & Kendra A. Campbell	The entire property was reviewed and the area above the garage was revalued as rec room finish.	\$15,140.00	\$173.35
2006	26	8	06-47	RE	5418	First Congregationa l Church, UCC	The abatement is granted due to approval of 2008 Tax Exemption Application and makes the exemption retroactive to 4/1/2006.	\$25,500.00	\$288.15
2007	26	8	07-30	RE	5418	First Congregationa l Church, UCC	The abatement is granted due to approval of 2008 Tax Exemption Application and makes the exemption retroactive to 4/1/2006.	\$25,500.00	\$291.98
2007	4	24B-2	07-31	RE	4175	Laura I. & Dorothy I. Snow	The valuation was adjusted to reflect shared services and recognize age of the 14 foot mobile home.	\$27,840.00	\$318.77
2007	15	1A	07-32	RE	2148	Judith & Timothy Knight	The valuation was adjusted to reflect development issues.	\$14,400.00	\$164.88
2007			07-33	PP	94	National City Commercial Capital	The business equipment was not located in Bridgton on 4/1/2007.	\$1,600.00	\$18.32
Totals								\$2,298.59	

Motion was made by Vice-Chairman Woodward to accept all Abatements/Supplements/Exemption; 2nd from Selectman Bell. 5 approve/0 oppose

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4. Presentations and Discussions (continued)

c. LD 227; "An Act to Allow the Reimbursement of Motor Vehicle Excise Taxes in Certain Cases"

LD 227 "An Act to Allow the Reimbursement of Motor Vehicle Excise Taxes in Certain Cases" amends the excise tax law to provide that if the credit available exceeds the amount transferred to another vehicle, a municipality may choose, but is not required to refund the excess amount. If a municipality chooses to refund excess amounts, it must do so in all instances."

Town Manager Berkowitz reviewed LLD 227 with the Selectmen and advised them that both he and the Town Clerk concur that the policy should not be adopted due to unpredictable loss of revenue. **Motion** was made by Vice-Chairman Woodward to not adopt the policy; 2nd from Selectman Bell. 5 approve/0 oppose

d. Review Manager's proposed Outside Agency Request Package for FY 2009

Town Manager Berkowitz went over the proposed policy for outside agency requests for funding. All agreed it was a good tool and should be adopted into policy after a few minor changes. **Motion** was made by Selectman Bell to accept the policy; 2nd from Vice-Chairman Woodward. 5 approve/0 oppose

e. Report of the Status of Police Department Progress; Chief and Manager

Chief Lyons went over the departments newly adopted "Mission Statement" in detail and the revised *chain of command*. He advised the Board that he has now qualified and applied for certification as Chief of Police and will be going for his bachelor's degree in the near future.

Chief Lyons wanted to seek funds from the Town to apply for a \$2,000 grant to help pay for overtime, training and other aspects for underage drinking problems. **Motion** was made by Selectman Bell for approval of this request; 2nd from Vice-Chairman Woodward. 5 approve/0 oppose

Chief Lyons also requested approval to apply for a grant to purchase a digital camera for at least one cruiser. Selectman Bell suggested that he apply for a grant to purchase at least three cameras, the Board concurred. **Motion** was made by Vice-Chairman Woodward for approval of this request; 2nd from Selectman Bell. 5 approve/0 oppose

f. Discussion of Possible Policy Regarding Bottle and Can Redemption

Town Manger Berkowitz and the Selectmen all agree that a formal policy needs to be written up for bottle and can redemption at the Transfer Station. The Board felt that Robert Fitzcharles, Transfer Station Manager, should have input and be present for discussion of this policy so this item will be tabled until their next meeting scheduled for November 27, 2007.

5. Approval of Minutes; October 23, 2007

Motion was made by Selectman McHatton for approval of the minutes from the October 23, 2007 meeting; 2nd from Selectman Gardner. 5 approve/0 oppose

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6. Correspondence and Other Pertinent Information

a. Investment Committee Recommendation and Advice

The Investment Committee met on October 15, 2007 and October 26, 2007 to review their quarterly reports regarding the two Trust Funds in their charge. The Investment Committee recommends that the Town of Bridgton remain with the Life Strategy Moderate Growth Funds for both the Moose Pond Land Trust and the Bridgton Trust Fund. Upon annual withdrawal of funds from the Moose Pond Land Trust Fund for a project that will require an accumulation of funds of several town meetings, the Manager should arrange with Norway Savings Bank for the creation of a special higher interest bearing account and after 30 days the funds should be transferred from the custodial account to this new account. **Motion** was made by Vice-Chairman Woodward for approval of their recommendations; 2nd from Selectman Bell. 5 approve/0 oppose.

Motion was made by Selectman McHatton to continue quarterly reviews; 2nd from Vice-Chairman Woodward. 5 approve/0 oppose.

b. Summary of the Office Space Renovation Project

Town Manager Berkowitz provided the Board with a summary of the office space renovations project. He reviewed the progress. The Board was pleased with the work that has been done.

c. Relocation of Bandstand; Correspondence from Robert Mawhinney

The Board reviewed Mr. Mawhinney's letter of recommendation for relocating the Gazebo and after lengthy discussion a decision was made to schedule a Public Hearing for 11/27/07 before making a final decision.

d. Community Concepts Letter of Support

The Board unanimously agreed with the Community Concepts Letter of Support and would like it to be signed by Town Manager Berkowitz. **Motion** was made by Selectman McHatton to accept the Letter of Support; 2nd from Vice-Chairman Woodward. 5 approve/0 oppose

e. November 6, 2007 Election Results (State of Maine & Cumberland County)

The Board received a copy of the November 6, 2007 Election Results.

f. Other

Fire Chief Garland advised bid packages are available for review and he is available to answer questions if needed. The bids will be discussed at the next meeting scheduled for November 27, 2007.

Town Manager Berkowitz advised the Board that both he and Micah Niemy have been invited to attend a Brag meeting on November 28, 2007 from 7:00 P.M. until 9:00 P.M. The Board Members were also invited and may attend. He will post meeting information at the Town Office.

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7. Town Manager's Report

Town Manager Berkowitz reported the following:

DHS Funding Status:

Late last spring the Select Board supported and authorized the Town, through a Memorandum of Understanding, to work with Mr. Joe Jack to prepare an application for funding through the Department of Homeland Security, Science and Technology programs. The funding would assist the Town in its efforts to establish a rural town model program on communications interoperability. We were also in concert with Augusta which was doing a big city model.

We were informed last week that our application would not be funded. Though disappointed, we have since learned that DHS has not completely written off our efforts and over the next few weeks Joe will be preparing a special application for planning funding and will be meeting with additional representatives of our elected delegation and officials at DHS to keep the larger concept alive. We will continue to report any progress to you. To date we have not paid any funds out as was the original representations by Joe.

Emergency Exercise:

Just a reminder that on Thursday, November 15 we will be conducting our table top exercise in this room with our staff and some outside resources. Our Chair, Arthur, will also be in attendance. The exercise is designed to test our current understanding and preparedness levels, identify where we need to make improvements and to test our people's strategic thinking. The exercise will start at 10 and end at 2 PM. Bill Morrisseau and our Public Safety Chiefs will be directly involved.

County Assessment Committee:

This committee, for which I am chair, continues to outline and review the option that might assist communities and the County to work together on the required valuation and assessment services now being done individually by towns and cities. The committee is in hopes of having up to four county wide workshops to gain more input and understanding of the possible value such a service might provide to communities working together. No commitments or decisions are being made on behalf of any town or city.

Corn Shop Brook Project:

We expect the initial paving of both parking lots to occur this week. In prior weeks, the Contractor has completed all of the sewer and drainage work as well as resolved several discovered problems in the field. Micah continues his daily vigilance at the project sites and we believe the lots will be functional starting next week with all final paving and striping and landscaping to be completed in the Spring of 2008.

Annual Holiday Parade, Festival and Tree Lighting:

On Friday, November 23 Bridgton will again celebrate the beginning of the Holiday Season with Parade starting at and the Holiday tree lighting ceremonies at the Community Center.

Relocation of the PROP Representative:

To better serve our Bridgton residents, the Bridgton Community Center has agreed to host the PROP Representative twice a month at their facility. The Representative will be available from 1:00-2:30 PM on the second and fourth Wednesday of each month. Information about the Prop programs and the Senior Volunteer and assistance in the Tax rebates will be part of the services available.

Transfer Station Manager's Report:

Bob has provided the Board with a detailed report of the first four months of this fiscal year. It focuses on the reduction in the amount of MSW over the same period last year. Simply, there was a reduction of 86.6 tons of 7.17% for projected savings of \$8,582. If this continues we could save as much as \$25,746 for the year ending June 30, 2008. Bob will produce a recycling report for this same period.

Parking Ban Ordinance and Snowplowing within Town Limits:

From November 1, 2007 – April 15, 2008 no vehicle shall be parked on any public street or way from 11:00 pm to 7:00 am. Warning is hereby given that no person or persons shall plow, shovel or otherwise deposit snow, or cause the same to be done, into the limits of any traveled public way within the Town of Bridgton.

Town Manager Berkowitz advised the Board that we have located enough beams to complete the Depot Street Bridge Project and he would like permission to purchase them at this time. The price he would be able to get would save the Town substantial savings and if we were unable to use the beams for any reason we could sell them and get our money back. The monies to purchase the beams would come from FEMA and CBBB Funds. If all goes well the project should be completed by this time next year. **Motion** was made by Vice-Chairman Woodward for approval of the purchase; 2nd from Selectman Gardner. 5 approve/0 oppose

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8. Old Business

There was no old business.

9. SAD #61

Selectmen Gardner went over the progress of the SAD #61 Adhoc Committee. The main concern is that no other district is interested in merging with SAD #61. The Committee must now review steps to reduce costs status quo. Selectman Gardner will keep the Board informed on progress. The next meeting is scheduled for November 2, 2007.

10. New Business

a. Permits/Documents Requiring Board Approval

1. Cemetery Deed to Michael Nee; H1B, 2 grave lot

Motion was made by Vice-Chairman Woodward for approval of the cemetery deed to Michael Nee; 2nd from Selectman Gardner. 5 approve/0 oppose

2. Victualers License to Nouria Energy Retail Maine, Inc.

Motion was made by Vice-Chairman Woodward for approval of the Victualers License to Nouria Energy Retail Maine, Inc. 2nd from Selectman Gardner. 5 approve/0 oppose

3. CMP Application for Pole Permit; Ridge Road/Ingalls Road

Motion was made by Vice-Chairman Woodward for approval of the CMP Pole Permit Application; 2nd from Selectman Gardner. 5 approve/0 oppose

4. Electronic Equipment, Communication and Use Policy

This item was tabled until 11/27/07 Selectman's Meeting to be placed under old business

5. Approval of the Bridgton Community Center Request

Motion was made by Selectman McHatton for approval of the Bridgton Community Center Request; 2nd from Selectman Bell. 5 approve/0 oppose

6. Sewer Commitment #31

Motion was made by Vice-Chairman Woodward for approval of Sewer Commitment #31; 2nd from Selectman Gardner. 5 approve/0 oppose

7. Credit/Debit Card Recommendation

Motion was made by Selectman McHatton for approval of the Credit Card Policy as recommended by the Town Manager; 2nd from Selectman Gardner. 4 approve/1 oppose (Selectman Bell Opposed)

8. Senior Transportation Program

The Select Board authorized funds of \$4000.00 be released to the Senior Transportation Program.

b. Legal Matters

Town Manager provided the Select Board with and update on the "Consent Agreement" with Mr. Crowley.

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10. New Business (continued)

c. Selectmen's Concerns

Chairman McHatton had no concerns.

Motion was made by **Vice Chairman Woodward** to change the name from Dare Committee to Choices Committee; 2nd from Selectman McHatton. 5 approve/0 oppose

Selectman Bell wanted to be sure everyone was aware that the "Method of Instruction" course needs to be taken before individuals can teach the Choice Community Program.

Selectman Gardner was glad to see the Paris Farmers Union building progressing however she had some concerns about its appearance.

d. Other Matters

There were no other matters.

11. Agendas for the Next Board of Selectmen's Meeting/Workshops

The Board reviewed the agenda for the November 27, 2007 Selectman's Meeting.

13. Treasurer's Warrants

Motion was made by Selectman Bell for approval of Treasurer's Warrants numbered 49, 50, 51, 52, 53, 54, 55 and 56; 2nd from Selectman Gardner; 5 approve/0 oppose

14. Executive Session

MRSA Title 1, Chapter 13, Subsection 405.6.A. "Discussion of matters related to the current status of Management and Labor in the Police Department and Personnel Matters."

AND

MRSA Title 1, Chapter 13, Subsection 405.6.C. "The discussion or consideration of the...acquisition of real property...when premature disclosure would prejudice the competitive position of the body..."

Motion was made by Selectman Gardner to enter into executive session at 8:15 P.M. per MRSA Title 1, Chapter 13, Subsection 405.6.A and 405.6.C; 2nd from Selectman McHatton. 5 approve/0 oppose

Motion was made by Selectman McHatton to come out of executive session at 9:00 P.M.; 2nd from Vice-Chairman Woodward 5 approve/ 0 oppose

15. Adjourn

Chairman Triglione adjourned the meeting at 9:00 P.M.

Respectfully Submitted,

Patti A. Meehan
Deputy Town Clerk

Next Board of Selectmen's Meeting: November 27, 2007