



**Selectmen's Meeting  
MINUTES  
Bristol Town Office, April 29<sup>th</sup>, 2020**

*Selectmen Present: Chad Hanna, Kristine Poland, Paul Yates*

*Also Present: Chris Hall (Town Administrator); Jessica Westhaver (Treasurer); Candy Congdon (Lincoln County News); Vaughan Stevens (Hagar Enterprises); Rusty Holmes*

The meeting was called to order by the Chair, Chad Hanna, at 7:00 pm, followed by the Pledge of Allegiance.

It was moved by Yates, seconded by Hanna, to accept the minutes from the April 15<sup>th</sup> meeting. Motion passed 2 – 0, Poland abstaining.

**PUBLIC HEARING:**

The Chair invited public comments on an application for an On-Premises Liquor License received from Muscongon Bay Lobster, Inc. Hanna noted that Muscongon Bay Lobster had previously advertised Bring Your Own Bottle (BYOB) liquor consumption, but he understood they wished to get greater control over consumption on their premises.

There being no public objections or comments, the Chair closed the public hearing. Poland moved, seconded by Yates, to approve the application. Motion passed, 3 – 0, and the Board signed the application.

**Bid Openings:**

The Chair announced that one bid had been received for a multi-year snow removal contract. The bid, from Hagar Enterprises, was opened and read aloud as follows:

- If awarded for three years:
  - Year 1, \$479,814.00 or \$7,580 per mile.
  - Year 2, \$494,183.10 or \$7,807 per mile.
  - Year 3, \$509,058.60 or \$8,042 per mile.
- If awarded for five year:
  - Year 1, \$479,814.00 or \$7,580 per mile.
  - Year 2, \$489,435.60 or \$7,732 per mile.
  - Year 3, \$499,183.80 or \$7,886 per mile.
  - Year 4, \$509,185.20 or \$8,044 per mile.
  - Year 5, \$519,376.50 or \$8,205 per mile.

It was moved by Poland, seconded by Yates, to table consideration of this until May 6<sup>th</sup>. Motion passed, 3 – 0.

#### **Tax Acquired Property:**

Nine bids were opened for the property at 1403 State Route 32, Round Pond. These were read out as follows (in descending order):

- Jason George Masters, \$96,100
- Chris Conery, \$78,000
- Frank and Dana Poland, \$63,428.56
- Joseph Quinn Martin, \$51,100
- David Eon, \$15,000
- Beth Polhemus, \$12,500
- Courtney and Justin Cronkhite, \$12,000
- Scott Herrick, \$10,921
- Frank and Jo Mahon, \$10,200

It was moved by Poland, seconded by Yates, to accept the bid from Jason George Masters. Motion carried, 3 – 0.

The Town Administrator was directed to notify all bidders of the outcome, and to arrange with Jason Masters for a closing, if possible at the Board meeting on May 6<sup>th</sup>.

#### **New Business:**

Cemetery: By telephone, Dan Purdy, Esq., spoke to a letter he had written requesting permission for a relative to be buried (following her decease, which is not imminent) in the Poole-Greenlaw Cemetery. This cemetery had been acquired as an abandoned cemetery by the Town circa 2000, with the last recorded burial being in 1914. It has since been maintained by the Highway Department.

Mr. Purdy reported that there had, in fact, been one burial there in the 1980s, and there is plenty of space for additional burials. He appealed to the Board to authorize his relative to make provision for her eventual burial there.

The Board asked the Administrator to research the legal implications of the Town, and to report back on May 6<sup>th</sup>.

Vacant position: Hall presented a draft revised job description for the position to be vacated on May 1<sup>st</sup> by Lindsay Currier, that had been prepared by the Treasurer. In discussion, it was agreed that the position should be three days a week, carrying no benefits. Hall will advertise the position next week, and recommend a pay scale to the Board on May 6<sup>th</sup>. He believed that due to the expected loss of revenue from the virus, it is appropriate to make a reduction in the budgeted Town Office payroll.

## **Old Business:**

COVID-19: Hall reported that the Governor's Order of April 28 made it likely that June 1<sup>st</sup> would be the first date for reopening the Town Office and other town buildings to the public. Prior to doing so, plexiglass screens will be installed at the service counters. During May, he proposed that the Board will look at other possible protective measures, such as the use of gloves and masks by staff, and whether members of the public should wear masks to enter the building.

He noted that Parks are facing the likelihood of significantly reduced revenue this summer, noting that the Parks Commission are meeting on May 5 to discuss this and other matters.

Donations for the Worthy Poor Fund have passed \$20,000. Donors wish this money to be used quickly to help people in need in the community. The Administrator's weekly Zoom calls with leaders of the Town's churches and non-profits had led to a number of suggestions for grants from the fund, a key idea being to provide the New Harbor Food Pantry with \$100 prepaid grocery cards for use at Reilly's store. Yates welcomed the idea provided that it was clear that these could not be used for the purchase of tobacco or alcohol. Hall understood that around 80 people are now using the Pantry. He will discuss this further with Reilly's. The Treasurer, who is the General Assistance Administrator for the Town, stressed that applicants for aid – whether referred by churches or service organizations or not – must still complete the forms establishing eligibility or otherwise for state GA assistance. The Town will seek to recover the state's 70% GA reimbursement wherever possible, and use donated funds only where a case does not qualify for the state's GA match.

There was a brief discussion of the likelihood of summer events being cancelled. The Round Pond July 4<sup>th</sup> parade, although not a Town event, was one where informally the Town should recommend residents that it not take place this year. The Board would likely not view with favor a request for an Extension of Licensed Premises for July 4<sup>th</sup> if an application were to be received from the Anchor Restaurant this year. The organizers of Old Bristol Days have agreed to make a decision not later than Memorial Day. Hall noted that other August events, such as the Rockland Lobster Festival, have already been cancelled.

LED Street Lights: administrators of the several Lincoln County towns which have sought proposals for conversion to LED lighting are scheduled to meet again by Zoom on Monday, May 4, to agree a recommendation to their Boards. Hall will report back on May 6<sup>th</sup>. He suggested that at some point in May, the Board review all expenditures proposed for the Roads and Bridges account, based on how excise taxes are being collected.

## **Regular Business:**

Liquor license renewals had been received for The Anchor Inn and the Contented Sole. It was moved by Yates, seconded by Poland, to approve the renewal for The

Anchor Inn. Motion passed, 3 – 0. It was then moved by Poland, seconded by Yates, to approve the license for the Contented Sole. Motion passed, 3 – 0.

Selectmen approved the change of owner to transfer a Farmland Classification on a property at Map 004, lot 087-A.

Selectmen reviewed and approved Building Permits for projects at Map 008, lot 071; and Map 029, lot 019.

Selectmen reviewed and approved Warrants for accounts payable and payroll for the Town Office, Fire Department, Parks and Recreation, and the Bristol/South Bristol Transfer Station.

There was no correspondence to report.

Public Meetings: The Chair gave notice

There being no further business before the Board, it was moved to adjourn at 8.18 pm.

Respectfully submitted,  
Chris Hall, Town Administrator