



**Selectmen's Meeting
February 01, 2017
MINUTES**

Selectmen Present: *Chad Hanna, Terry Lowd, Paul Yates.*

Also Present: *Chris Hall (Town Administrator); Sandee Brackett, Chuck Hanson*

Selectmen were called to order by chair Chad Hanna at 7.00 pm, followed by the Pledge of Allegiance.

Amendments to the Agenda

- There were no amendments to the agenda.

Approval of Minutes

- A motion was made by Lowd to approve the minutes of January 25th, seconded by Yates and carried 3-0.

Old Business:

- Parks and Recreation Commission:
 - (1) The Town Administrator reported on Maine Municipal's legal advice on the proposed By-Laws. While there is no problem with adopting By-Laws *per se*, they should accurately quote the authority under which the Commission is formed. As Bristol established the Commission before the adoption of 30-A M.R.S.A. § 3264 in 1987, the existing authority and arrangements based on home rule are grandfathered. The 1959 and 1990 Town Reports and warrants were reviewed and an appropriate citation incorporated in the draft. The By-Laws were referred back to the Parks and Recreation Commission for review and vote on accepting the Selectmen's amendments.
 - (2) Budget: Charge-back of Town Office clerical time - a charge of \$1,200 to cover estimated clerical time administering new Parks Passes will be applied in 2017, and a count will be kept of hours spent on administration of Parks & Recreation payroll and accounts payable warrants for further charges effective with the 2018 budget. Otherwise the budget is now final subject to approval by the Parks and Recreation Commission on February 7th.
- General Services Budget, 2017:

Further revision of the General Services Budget was presented.

In response to a question arising at the previous meeting regarding the Ordinance Administration line, Hall presented updated calculations of the 2016 actual revenue and total costs of this department, showing that revenue was within \$1,000 of costs. In reporting this department, plumbing inspection revenue had not previously been credited to this department, which will be corrected in the updated chart of accounts. The draft Selectmen's Financials for the Town report were distributed. Lowd questioned the allocation of amounts spent in 2016 for diesel fuel and fuel oil, and requested Hall to report back.

- Shoreland Zoning amendments:
The Planning Board will consider amendments to the Shoreland Zoning Ordinance on February 2nd. Numerous technical amendments have been drafted; one substantive point is to return the oversight of timber harvesting from the Town to the State, thus avoiding the need to hire a certified forester in case of applications for commercial-scale timber harvesting.
A Public Hearing on the amendments has been advertised for February 16th, and if they are to be sent to the Town Meeting on March 21 a vote of the Selectmen to approve the final amendments would have to be taken not later than February 22nd.

New Business:

- Selectmen reviewed draft Warrant articles for the March Town Meeting. No changes proposed from 2016 articles except that the article setting salaries for the Town's Harbormasters will no longer be for a limited period of one year, but such salaries will continue annually unless subsequently changed.
- Hanna reported on the recommendation of Town Auditor, Bill Brewer, to research use of a Section 125 health plan to reduce insurance costs to both the Town and its employees. Town Administrator requested to research this and report back.
- Hall reported that Maine Power Options, which the town joined in 2012, now has over 100 municipal members and requested approval to have them quote again on our electricity supply. Approved.
- The reports of SafetyWorks!, the Maine Department of Labor's annual health and safety audit which was made on January 9th, were reviewed. All departments were rated 'Good.' No material expenditure would need to be incurred to comply.
- Miscellaneous correspondence: letter received from Friends of Colonial Pemaquid updating their campaign to assume management of the fort and state park.

Warrants

- Reviewed and approved weekly disbursement warrants.

Other business:

- Reviewed and approved two building permits.

Public comments:

- No public comments.

Future Meetings:

Notice was given of scheduled meetings in the balance of February, as follows:

- School Board, budget meeting, Thursday, February 2nd, 5:30 pm (Bristol School Library)
 - Planning Board, Thursday, February 2nd, 7:00 pm (Town Office)
 - Shellfish Committee, Monday, February 6th, 6:00 pm (Town Office)
 - Parks and Recreation Commission, Tuesday, February 7th, 6:00 pm (Ellingwood Park Building)
 - Selectmen, Wednesday, February 8th, 7:00 pm (Town Office)
 - Harbor Committee, Thursday February 9th, 6 pm (Town Office)
 - Budget Committee, hearing on Fire and Rescue Budget, Thursday February 9th, 7:00 pm (Town Office)
 - Budget Committee, Monday February 13th and Tuesday, February 14th, 7:00 pm (Town Office); will hold Wednesday 15th in case business is not completed on the 13th and 14th.
 - Selectmen, Wednesday, February 15th, 7:00 pm (Town Office)
 - Planning Board, public hearing on amendments to the Shoreland Zoning Ordinance, Thursday, February 16th, 6:00 pm (Town Office)
 - Parks and Recreation Commission, Tuesday, February 21st, 6:00 pm (Ellingwood Park Building)
 - Selectmen, Wednesday, February 22nd, 7:00 pm (Town Office) (if needed)
 - Bristol Dam Advisory Committee, Tuesday, February 28th, 6:00 pm (Town Office)
- Motion to adjourn, at 8.15 pm: proposed Lowd, seconded Yates, carried 3 – 0.