



**Selectmen's Meeting  
June 27<sup>th</sup>, 2018  
MINUTES**

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

Also Present: *Chris Hall (Town Administrator); Charles Hanson, Richard Francis, Tamar Francis. For the Bid Opening only: Rusty Holmes (O.W. Holmes, Inc.); Nathan Northrup and Paulette Thibodeau (Nathan O. Northrup Forest Products and Earthwork).*

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 Lowd, seconded by Hanna, to accept the Minutes of the Selectmen's meetings of June 6<sup>th</sup> and June 20<sup>th</sup>. Motion passed 3 – 0.

**Bid Opening:**

Sealed bids for road preparation work on approximately 2,200 feet of Sproul Hill Road were opened. Bids were as follows:

- O.W. Holmes, Inc.: \$ 79,900
- Nathan O. Northrup: \$ 97,413.

It was moved by Yates, seconded by Lowd, to accept the bid from O.W. Holmes, Inc., in the amount of \$79,900. Motion carried, 3 – 0.

**Matters Referred from Other Town Bodies:**

Bristol Fire and Rescue: Chief Leeman requested, through the Town Administrator, permission for Bristol Fire and Rescue to enter the Round Pond July 4<sup>th</sup> parade, an event not sponsored by the Town, and to provide emergency coverage to the crowd expected to attend. It was moved by Hanna, seconded by Yates, to authorize Bristol Fire and Rescue to participate in the Round Pond July 4<sup>th</sup> Parade, and to provide first-responder emergency coverage at the event. Motion carried 3 – 0.

Selectmen were requested to sign an updated signature page to the Bristol Fire and Rescue Safety Manual, the previous signature page being more than ten years old and listing previous Selectmen. Selectmen signed the Manual.

Selectmen were notified that the Fire Department has sought bids for the seal-coating of the driveway at Station One. Bids were received at \$8,300 and \$9,600. It is the intention of the Department to request that Selectmen authorize the use of funds in the Facilities Capital Reserve Fund for this expenditure. Selectmen requested to see the bids before authorizing the transfer of funds.

Bristol Parks and Recreation: It was moved by Lowd, seconded by Yates, to sign the annual lease contract with the Pemaquid Group of Artists, in the sum of \$4,340. Motion carried 3 – 0, and Selectmen proceeded to sign the contract.

Selectmen were notified of an unauthorized driveway that had been constructed accessing the road into the Pemaquid Beach Park. Selectmen were shown photographs of the new driveway and correspondence from the Code Enforcement Officer. If the situation is not rectified promptly, legal action may be required.

Bristol Consolidated School: The School Board asked whether the Town would contribute additional funds for a third solar-powered speed warning sign, to be sited for traffic exiting the Foster Road opposite the school. The low bid is \$4,441 in excess of what the School had included in their capital budget. Selectmen expressed concern about the precedent this would set, and referred the matter back to the school committee. It was noted that one option would be a non-digital school warning sign on Foster Road, i.e. not flashing a speed limit at set times.

Hall reported on the public meeting held on July 20<sup>th</sup> to discuss plans for a second ballfield. The next step will be to seek approval for infill of an area of wetland on the proposed site. Final approval will be sought at the 2019 Annual Town Meeting.

A letter had been received from the law firm of Preti Flaherty, outlining a proposed campaign to raise the floor for minimum-receiver towns such as Bristol, from the current level of approximately 3% of school costs to a minimum of 15%. Bristol would be asked to pay a contribution of \$1,329 towards the legal costs of such a campaign. Hall will attend an informational meeting on July 24<sup>th</sup> in Damariscotta.

## **New Business:**

Transfer of Watering Trough: Hall updated Selectmen that he had asked the Bristol Village Improvement Society to hold off signing the Personal Property Bill of Sale until the spring's owner has signed a new grant of water rights. He understands from the owner's attorney that this is imminent.

Guidance on policies: A situation of employee sickness at the Transfer Station had highlighted the fact that the Town has no policy on sick leave, other than the right to unpaid leave granted by the federal Family and Medical Leave Act. Selectmen instructed Hall to research the policies adopted by neighboring and/or comparable towns and report back.

Hall was also instructed to draw up a draft policy on recreational use of the Town land at the Transfer Station, appropriate to protect the interests of the Samoset Fish and Game Club as well as the Boy Scouts or other groups seeking to camp on the riverside land. Hanna agreed to request the original lease document and their current insurance policy from the Samoset Fish and Game Club.

### Tax acquired properties:

Hall reported that the Town is now advertising to seek heirs or claimants to the property at 18 Guilfoil Lane. If there is no response in 30 days, the sale by sealed bid (approved on June 6) will proceed.

## **Regular Business:**

On behalf of the Clerk to the Assessors, Hall presented a number of Supplemental Assessments and Abatements.

It was moved by Yates, seconded by Lowd, to sign Supplemental Warrants as follows:

- 2018-0001: Burke - Map 008 Lot 057 (for 2015)
  - 2018-0002: Burke - Map 008 Lot 057 (for 2016)
  - 2018-0003: Burke - Map 008 Lot 057 (for 2017)
  - 2018-0004: Rodrigue - Map 005 Lot 053 (for 2015)
  - 2018-0005: Rodrigue - Map 008 Lot 053 (for 2016)
  - 2018-0006: Rodrigue - Map 008 Lot 053 (for 2017)
  - 2018-0007: Card - Map 004 Lot 154-01-LEASE (for 2017)
  - 2018-0008: Riopel - Map 02A Lot 001-B (for 2017)
- Motion passed, 3 – 0.

It was further moved by Yates, seconded by Lowd, to correct an assessing error by signing a Supplemental Assessment Warrant and an offsetting Abatement Warrant as follows:

Supplemental Assessment Warrant number 2018-0009;

Abatement Warrant number 2018-0005.

Both for Chabot Living Trust/Estridge - Map 003 Lot 037-A (for 2018)

Motion passed 3 – 0.

It was then moved by Yates, seconded by Lowd, to sign the following Abatement Warrants:

2018-0001: Bolster - Map 010 Lot 058-G (for 2018)

2018-0002: Sykes - Map 010 Lot 023-D-Lease (for 2018)

2018-0003: Burke - Map 008 Lot 057 (correction on 2015-3)

2018-0004: Rodrigue - Map 008 Lot 053 (correction on 2015-3)

Motion carried, 3 – 0.

Building Permits: Selectmen reviewed and approved Building Permits for properties at Map 003-A, lot 044-A; Map 004, lot 073; Map 008, lot 071; and Map 010, lot 070.

Hall presented revenue and expense reports for the first 5 months of the year for the Town Office and Fire Department, the Parks and Recreation Department, and the Code Enforcement Office.

Warrants: Selectmen reviewed and signed Warrants for the Town, Bristol Fire & Rescue, Parks & Recreation Commission, and the Bristol/South Bristol Transfer Station.

Correspondence received:

The Town had been notified of an inspection at the Bristol Mills Dam, triggered by a request from resident Richard Francis. The inspection confirmed that the Dam is properly classed as ‘low risk.’

Public comments:

Richard Francis asked that the last paragraph of the inspection report be read by Selectmen, referring to the use of the swimming hole for recreational swimming, and warning of possible safety hazards. Francis claimed that the Town could be held to be guilty of ‘Gross Negligence’ for allowing swimming at the dam.

Hall referred Francis to the Maine Tort Claims Act, which specifically exempts municipalities from claims arising from public outdoor recreation areas and from dams. He also stated that Sean Hunter of the Highway Department had this week completed repairs to the fence across the top of the dam, and showed photographs of the work.

Hanna said that in his judgment the Town is accepting a reasonable risk in maintaining swimming at the dam. He asked Hall to check with MMA that we are adequately covered. Hall also suggested the matter be appropriately referred to the Town's Director of Emergency Preparedness and Safety Officer, Fire Chief Paul Leeman Jr.

Chair Hanna gave notice of the following Public Meetings:

- Parks & Recreation Commission, Tuesday July 10<sup>th</sup> and Tuesday, July 17<sup>th</sup>, both at 6 pm at the Ellingwood Information Center
  - Selectmen: Wednesday, July 11<sup>th</sup> and Wednesday, July 25<sup>th</sup>, 7 pm at the Town Office
  - Planning Board: Thursday, July 19<sup>th</sup>, 7 pm at the Town Office
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| <ul style="list-style-type: none"><li>• Special Town Meeting by referendum ballot: Tuesday, July 24<sup>th</sup>, 8 am to 8 pm</li></ul> |
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- School Board: Wednesday, August 1<sup>st</sup>, 5.30 pm at the Bristol School library.

It was moved by Lowd, seconded by Hanna, to adjourn. Motion passed, 3–0, at 8.20 pm.

Respectfully submitted,  
Chris Hall  
Town Administrator