



**Selectmen's Meeting
October 10th, 2018
MINUTES**

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

Also Present: *Chris Hall (Town Administrator); David Kolodin (Chair, School Board); Clyde Pendleton, Sandra Lane and Laurie Mahan (Parks and Recreation Commission); Lara Sargent (Parks Director).*

The meeting was called to order by the Chair, Chad Hanna, at 7.02 pm, followed by the Pledge of Allegiance.

It was moved by Yates, seconded by Lowd, to accept the Minutes of the Selectmen's meeting of September 19th and the inquorate meeting of October 3rd. Motion passed 3 – 0.

In a matter arising from the minutes, Town Administrator Hall noted that the Harbormasters had not yet submitted copies of the Mooring Wait Lists to the Town Office. There is concern that increasing boat size is impacting the safety of moorings in New Harbor. Hanna expects to attend the next Harbor Committee meeting.

Matters Referred from Other Town Bodies:

Parks and Recreation Commission: The Commissioners requested the Selectmen to call a Special Town Meeting for the purposes of applying for a \$300,000 matching grant from the Outdoor Recreation Fund, a federal grant-making fund of the National Park Service. The deadline for applications is November 15th. Applications require certification of approval by a municipality's legislative body (Town Meeting) to apply for, receive and expend the grant if awarded.

Following discussion of the wording of questions on the Warrant, it was moved by Yates, seconded by Lowd, to call a Special Town Meeting at the Bristol Consolidated School at 7 pm on Tuesday, October 30th, 2018, with the following Warrant Articles:

1. Moderator

To elect a Moderator to preside at said Meeting.

2. Authorizing Replacement of the Beach Pavilion

To see if the Town of Bristol will authorize the replacement of the current Beach Pavilion, without use of property tax or surplus funds.

3. Authorizing Application to the Land and Water Conservation Fund

To see if the Town of Bristol will authorize the Selectmen to apply, on behalf of the Town, for federal financing assistance under the provisions of the Land and Water Conservation Fund Act, Public Law 88-578 for the development of the Pemaquid Beach Pavilion Replacement Project; and further authorize the Selectmen to enter into the Land and Water Conservation Fund Project Agreement with the State subsequent to federal approval of the project.

4. Authorizing Expenditure of Local Funds

To see if the Town of Bristol authorizes the expenditure of a \$300,000 private foundation grant for the Beach Pavilion replacement, and as a match for up to \$300,000 of federal grant funds.

Motion passed, 3 – 0.

David Kolodin, for the School Board, noted that the school could assist in publicizing the Special Town Meeting. He had considered requesting the addition of the new school ballfield to the Warrant, but the School Board had not had time to vote on such a request. In discussion it was noted that a fundraising committee for the remaining required funds for the ballfield was to meet for the first time on October 11, and that by the time of the regular 2019 Town Meeting it is hoped that a full financing plan for the ballfield will be ready for approval by the Town.

The Parks Commissioners also reported on the successful receipt of a grant of \$18,360 from the Maine Heritage Trust for new windows and insulation at the Lighthouse Keeper's House. The expected capital expenditure is over the \$5,000 threshold requiring Selectmen's approval. It was moved by Hanna, seconded by Yates, to approve the expenditure by the Parks Department of up to \$18,360 of grant funds on the Keeper's House. Motion passed, 3 – 0.

Shellfish Committee: Hall reported that the Department of Marine Resources had surveyed the Town's shellfish resources, and recommended a reduction in the number of commercial shellfish licenses issued. The Shellfish Committee had therefore voted to reduce the total number from 13 to 12, by reducing the number of resident licenses issued from 11 to 10. It was noted that two resident license holders have not qualified for grandfathering due to failure to complete conservation activities, so that it is expected that a ballot will be held for just one open license if Selectmen concur in the reduction of the total by one license.

It was moved by Lowd, seconded by Yates, to concur with the decision of the Shellfish Committee to reduce the number of resident commercial shellfish licenses from 11 to 10. Motion passed, 3 – 0.

Town Clerk: the Clerk requested consideration of the closure of the counter for registration and tax business on Election Day, November 6th, due to the pressure of voting and voter registration business on the Clerk that day. Yates believed that it is an important service to residents to be able to conduct other business that day. Hall will make sure there are sufficient staff available that day to cover the counter while the Clerk is focused on business related to the election.

Old Business:

Hall updated Selectmen on capital projects.

Permit extensions have been received from DEP and the US Army Corps of Engineers through December 15th, for in-stream work at the Varney Bridge.

Final engineering drawings for the fish ladder are expected from Curtis Orvis this week. Hall will request Gartley and Dorsky to complete the related baseline assessment, and a sediment and erosion control plan for the permit application.

The replacement lower mast for the Liberty Pole is now being turned at the Boothbay Harbor Shipyard.

CMP has scheduled installation of a new transformer on October 15th, following which they will authorize the switch-on of the solar array at the Town Garage.

A grant of \$24,000 has been received for communications equipment, which will allow the conversion of the Parks, Highway and School Departments to all digital radios. Where new radios are required in contractors' vehicles (the school buses and plow trucks), these will be purchased by the Town out of this grant, and will remain owned by the Town so that they can be transferred in the event of a change of contractor. Digital repeaters for each frequency will be installed on the Bristol Mills Fire Station mast, to secure town-wide coverage.

Regular Business:

Selectmen reviewed the nine months' financials. Hall noted that the Code Enforcement and Legal budget lines may exceed the budget by year-end, in the case of Code Enforcement due to a reduction in the number of building permits issued in the year to date. These may require use of the Contingency line at year end if trends continue through the fourth quarter.

Selectmen then reviewed and approved payroll and accounts payable warrants for the Town, Fire and Rescue, Parks, School and the Bristol-South Bristol Transfer Station.

Correspondence received:

- Selectmen noted the new State Valuation for 2019, with Bristol's valuation at \$1,031,550,000 being the highest in Lincoln County.
- Letters of thanks were received from ElderCare Network, New Hope for Women and the LifeFlight Foundation, on their receipt of the funds voted by the Town Meeting.
- Morton Salt sent their annual bulk salt offer, with the price unchanged, which the Town Administrator has accepted.

Public Comments: there were no public comments.

Chair Hanna gave notice of the following upcoming meetings:

- Parks and Recreation Commission: Tuesday, October 16th, at the Ellingwood Park Information Center
- Selectmen: Wednesday, October 17th, 7 pm at the Town Office; this will include a presentation by LincolnHealth of their future plans for health care access
- Shellfish Committee: Thursday, October 18th, 4 pm at the Bristol Town Office, with representatives of DMR and the PWA to review the Lower Pemaquid Watershed study's water quality sampling results
- Planning Board: Thursday, October 18th, 7 pm at the Bristol Town Office
- Harbor Committee: Thursday, October 25th, 7 pm at the Town Office

There being no further business, the Board adjourned at 8.30 pm.

Respectfully submitted,
Chris Hall
Town Administrator