



**Selectmen's Meeting
MINUTES
Bristol Town Office, November 18th, 2020**

Selectmen Present: Chad Hanna, Kristine Poland, Paul Yates

Also Present: Chris Hall (Town Administrator); Clyde Pendleton (Chair, Parks and Recreation Commission); Lara Sargent (Parks Director); John Stolecki (Chair, Harbor Committee); Candy Congdon (Lincoln County News); Mark Becker and Deb Wilson (Becker Construction); Peter Anderson, Chuck Hanson, Rick Poland.

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 Poland, seconded by Yates, to accept the Minutes of the meeting of November 4th as presented. Motion passed, 3 – 0.

Old Business:

Fish Ladder project: Deb Wilson and Mark Becker of Becker Construction were joined by Peter Anderson of Natural Concepts, the masonry subcontractor, who reported steady progress at the fish ladder, with all pool bases complete and the first three weir stones installed. This phase of the project will come in at or under the budget of \$550,000, and the fish ladder should be completed for alewife passage sometime around the end of January, dependent on weather.

Town Landings: Before reviewing the situation with boat storage at New Harbor Town Landing, the Chair asked the Board to review a contract agreed between the Pemaquid Harbormaster and Round Pond Marine Services for float removal and installation in the Pemaquid River, for a two-year period. It was moved by Poland, seconded by Yates, to accept and sign the contract. Motion passed, 3 – 0.

Hall reported that a sailboat, formerly stored for over 5 years at the New Harbor Town Landing, had been moved at the direction of the Parks Director to the Transfer Station. The owner had however arranged for the boat to be removed to Pemaquid Harbor Yachts LLC, and was surprised that the boat is now at the Transfer Station. Hall will arrange for CWC Boat Haulage to move it again, to Pemaquid Harbor Yachts.

For the Parks Department, Clyde Pendleton argued that the move had not gained any space for float storage because Troy Benner, a member of the Harbor Committee, had immediately moved another vessel into the space vacated by the sailboat. Chair Hanna noted that this situation highlights the need for a single authority controlling the use of space at the Town Landings, either the Harbor Committee (his preference) or the Parks Department. Yates concurred with this, while for the Harbor Committee, John Stolecki

pointed out the lack of rules governing who could store what, where, and for how long. He argued for a Harbor Ordinance amendment that would apply clear rules at all three major Town Landings, as pressure on space (both in the water and on land) has grown over the years.

Pendleton argued for applying storage fees to boats just as they are applied to floats, as otherwise the Town is unfairly competing with businesses that charge for storage. Hanna agreed, saying that he understood the intent of providing on-Landing storage space is for emergency use, whether for urgent boat repairs or in case of a hurricane. Stolecki pointed out the difficulties of enforcement which will have to be considered.

Poland noted that the clock is ticking towards Town Meeting for any Ordinance amendments. It would be necessary to have the Harbor Committee meet in December, and invite the Parks Department to join them with a view to producing an agreed Harbor Ordinance Amendment on vessel and float storage. Hall was asked to collect other towns' ordinances for review before that meeting. Poland suggested December 10th as a date, as a Thursday evening without the Planning Board using the Town Office. Stolecki will ask the Town Clerk to call the meeting.

The matter was tabled until the first meeting in January (January 6th), by which time it is hoped a draft Amendment can be considered.

Town Office Operations: Hall reported on discussions with Town Office staff regarding Town Office operations under the current Covid case spike, and also the closure to the public of other nearby Town Offices. The expectation is that gatherings over the Thanksgiving holiday will lead to further outbreaks. He recommended, and the Board agreed, to close the office to walk-ins by the public effective after the Thanksgiving break (the week beginning November 30th). As during the earlier, March – May partial closure, most business can be transacted online, by email, telephone, mail and/or dropbox, but for complicated matters and/or those requiring an in-person interview, such as general assistance requests and marriage licenses, the public can still make appointments to meet inside the Town Office. The Code Enforcement Officer will conduct his in-person business primarily outside the Town Office.

The situation will be reviewed during December, and may change depending on the incidence of cases in the community and also in the event of the exposure of any staff to the disease, or emergency directives from the Governor.

Petition Waiver Request: (tabled Nov. 4th) Lincoln County Television plan to ask the Town Meeting for \$11,500. This increase is less than the \$2,000 increase in franchise fee payments received from Spectrum, which are used to fund community television. It was therefore moved by Yates, seconded by Poland, to waive the petition requirement for an increase in the amount requested, on this one occasion, in the light of the Covid-19 virus making it dangerous to collect signatures. Motion passed, 3 – 0. It was noted that no further waivers will be granted going forward.

New Business:

Tax-acquired properties: Hall presented a Purchase and Sale Agreement for the tax-acquired property at Map 05A, lot 009, subject to completion of the payment plan

agreed with the former owner. It was moved by Poland, seconded by Yates, to sign the contract and forward to the former owner for counter-signature.

West Strand Road – shoreline erosion: Hall circulated photographs taken by the Code Enforcement officer of severe erosion on the Town-owned shoreland property adjoining West Strand Road, a private road which appeared to be in danger of being undermined by the erosion. In discussion, Hanna thought it might be very difficult to get permits for restorative work from the Corps of Engineers, given past experience with town roads on shorefronts. He suggested asking Gartley and Dorsky, who had done the most recent permit applications for the Town, to look at the problem and give an opinion on both the likelihood of getting work approved, and the likely cost. Poland recalled that MEMA has in the past had access to federal grant money for sea level rise mitigation, which may still be available for such a project.

Lower Round Pond Road: photographs by Sean Hunter of the Highway Department were circulated showing damage from a vehicle strike to the concrete guardrails on the Hatchtown Bridge. An estimate of \$3,000 for repair had been obtained from Phil Fitton, the mason who had previously done work on this bridge. The Board approved the immediate go-ahead of repair work.

Looking to the longer term future of this bridge, dating from 1941, Hall agreed to contact the landowners on the inside of the curve of the road to see if there would be interest in an amicable sale of a strip of land to enable the road to be straightened if and when a new bridge was built.

Road Name: An application had been received by the Code Enforcement Officer for a second house on a shared driveway, necessitating its designation as a named private road for purposes of E911 addressing. The name Moran Way was understood by the CEO to be acceptable to all parties, and is not in conflict with any similarly-named road for dispatching purposes. The Board agreed that the CEO should approve the name under his E911 Addressing Officer powers.

2021 Budget:

Hall presented an early draft of the 2021 Town and Fire budget, and requested input from the Board on priorities for capital spending. In discussion, it was agreed that the budget should allow for the Hanna Landing storage building to receive a new roof; for funding of the Bridge Capital Reserve Fund to increase, provisionally from \$20,000 to \$40,000; for the highways and bridges budget line to be restored to \$475,000, after the temporary reduction in 2020 to fund the fish ladder project; and for the computer capital reserve allocation to increase from \$6,000 to, at a minimum, \$7,500. Other than Phase Two of the fish ladder project, the Board saw no major new projects started in 2021, but the probable spending of money on engineering assessment and design work for future bridge projects. The Town Meeting would be asked to vote \$75,000 for the completion of the fish ladder and surrounding park, and \$40,000 for the Bristol Dam capital reserve, compared with \$200,000 and \$80,000 in 2020.

Hall indicated that the initial draft numbers suggested an increase in claims on taxation of around 1.9%, which is less than the percentage increase in taxable value derived from the addition of new construction to the tax rolls.

Appointments: It was moved by Yates, seconded by Poland, to appoint John Bowers and Nathaniel Curtis as Alternates to serve on the Planning Board until the 2021 Town Meeting. Motion passed, 3 – 0, and Selectmen signed the notice of appointment.

Regular Business:

Building permits: Selectmen reviewed and signed Building Permits for properties at Map 003, lot 027; Map 004 (lot # to be assigned, split from lot 101-B); Map 009, lot 0061; Map 010, lot 008-B; Map 032, lot 037.

It was noted that the application for Map 032, lot 037 – the planned rebuild of The Seagull Shop – had not been reviewed by the Planning Board, which was to hear the application the following day. It was moved by Hanna, seconded by Yates, to record that the Board's signatures in approval of that application are contingent upon the subsequent approval by the Planning Board and are of no effect without that Board's approval. Motion passed, 3 – 0.

Warrants – Selectmen reviewed and signed Warrants for payroll and accounts payable for the Town Office, Fire and Rescue, Parks and Recreation, Bristol Consolidated School, and the Bristol–South Bristol Transfer Station.

Correspondence: The Shellfish Committee sent notice that they proposed no changes for 2021 in the fees or numbers of permits for shellfish harvesting in the Town.

Selectmen received a 'thank you' card from a member of staff, which was noted with appreciation.

Under **Public Comments**, Hanson drew attention to the comments reported in that day's Lincoln County News regarding the possible need for capital expenditure to increase the available space at Bristol Consolidated School. The Board agreed with Hanson that any capital expenditure by the Town at the school would need to be recommended by a process including representation of the Town government and taxpayers, not just the school administration.

The Chair gave notice of forthcoming meetings as follows:

- Planning Board, Thursday, November 19th, 7 pm at the Town Office
- Parks and Recreation Commission, Tuesday, December 1st, 6 pm at the Ellingwood Information Center
- Select Board, Wednesday, December 2nd, 7 pm at the Town Office

He also gave notice that Town Office will be closed on Wednesday, Thursday and Friday, November 25, 26 and 27, for the Thanksgiving holiday.

There being no further business before the Board, it was moved to adjourn at 8.55 pm.

Respectfully submitted,
Chris Hall, Town Administrator