



**Select Board Meeting
MINUTES
Bristol Town Office – August 16, 2023**

Select Board Members Present: Chad Hanna, Kristine Poland, Paul Yates

Hanna called the meeting to order at 6:30pm and led the Pledge of Allegiance.

Minutes

On a motion by Poland, seconded by Yates, the minutes of August 2nd were passed.

Parks Capital Reserves

The Parks Department currently has three capital reserve accounts. The Learning Center and the Parks General Savings are both savings accounts with balances of \$3116.30 and \$233,201.89, respectively. The Lighthouse Reserve is a 6-month CD account with a balance of \$118,005.97. The Parks would like to move the Parks General Savings Account and the Lighthouse Reserve account to 12-month CDs, with a higher bearing interest rate. The Select Board approved this transfer. The Treasurer will be directed to contact the bank and transfer the money.

Comprehensive Plan Inventory Chapters

The first draft of the executive summary, inventory chapters and catalogue of policies and strategies is on review by the towns' Boards and Committees. Amendments to the draft can be made in an online PDF file. All Comprehensive Plans must be reviewed by the state Planning Office; this can be done either before or after town meeting. Before the proposed Comp Plan can be considered for vote at town meeting a public hearing(s) must be held. A 30-day notice must be given for at least one public hearing. The Board would like to hold the hearing requiring the 30-day notice before the plan is sent to the state and another hearing after the plan is returned from the state and incorporate their feedback.

Regular Business

Correspondence. Bizarro reported that a meeting with Auditor Brewer has been scheduled for 2022 Real Estate reconciliation and 2023 cash reconciliation. Bristol Fire & Rescue received reimbursement from Property & Casualty insurance for a well pump that needed replacement at the New Harbor Station. A dividend of \$784 was received for the MMA Worker's Compensation Fund.

Road News. Hanna plans to meet with the Highway Department on Friday to determine what road work will be completed by year's end. The Highway Department is going to stock up on culverts for future projects and will schedule clearing of underbrush along Split Rock Road. A contractor's meeting will be scheduled for the replacement of a culvert on Southside Road. The meeting will be held August 30th at 6pm. Bids for the project will be due September 6th.

Building Permits: 007-034, 029-012, 003-034-B, 006-011-C-1, 023-024, 005-038-A were reviewed.

Warrants: The Board reviewed and signed warrants for the School Payroll, Accounts Payable, and Construction; Town and Fire Accounts Payable and the Transfer Station.

Hanna gave notice of the following upcoming public meetings:

- Planning Board, Thursday, August 17th @ 6:30pm, Town Office
- Comprehensive Plan Committee, Tuesday, August 22nd @ 6:30pm, Town Office
- Harbor Committee, Thursday, August 24th @ 5:00pm, Town Office
- Parks Department, Tuesday, September 5th @ 6:30pm, Ellingwood Center
- Select Board, Wednesday, September 6th @ 6:30pm, Town Office

Executive Session:

On a motion by Hanna and a second by Poland, the Board entered Executive Session at 6:51pm to discuss a legal opinion per M.R.S. Title 1, Ch. 13, § 405.6 E.

The Board exited executive session at 7:07. No action was taken.

The meeting adjourned at 7:07pm.

Respectfully submitted,

Rachel Bizarro
Town Administrator