



**Select Board Meeting
MINUTES
Bristol Town Office – October 18, 2023**

Select Board Members Present: Kristine Poland, Paul Yates

Also present: J. Campbell, J. Riley

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

Minutes

The minutes were deferred until November 1 when all members will be present.

Hatchtown Bridge

A survey map and sample deed of the ROW taking has been received by Calderwood Engineering. The map and deed were reviewed and tabled for further consideration until Road Commissioner Hanna reviewed the material.

IRS Notice

The town received a proposed penalty of \$18,040 from the IRS due to late filings of 2021 W-2 forms. The deadline to file the W-2s with the IRS was January 31, 2022 and the forms were received on April 11, 2022. The IRS may waive the penalty for an acceptable reason. Poland suggested the auditors be contacted for a 'letter of reason'.

Regular Business

Correspondence. An invitation to First Responders Sunday on November 19 has been received by the Congregational Church of Bristol.

Building Permits. Map 032 Lots 012,014,014B applied for a commercial use building. The Board reviewed the building plan and clarified with Campbell that the current septic could accommodate the additional building. Poland & Yates approved and signed the building permit.

Reconciliation. The reconciliation for the September checking account and cash G/L account were reviewed and approved.

Warrants. The Board reviewed and signed warrants for the Town, Fire and Parks Accounts Payable and Payroll and the Transfer Station.

Public Comment. Yates recapped the MMA Convention he attended on October 4. The Highway Dept. cleared debris from the beaver gate at the ice pond in New Harbor causing more freshwater run-off than usual in the harbor.

Yates gave notice of the following upcoming public meetings:

- Harbor Committee, Thursday, October 26th @ 5:00pm, Town Office
- Comprehensive Plan Committee, October 26th @ 6:30pm, Town Office
- Fish Committee, Thursday, November 2nd @ 7:00pm, Town Office
- Select Board, Wednesday, November 1st @ 7:00pm, Town Office
- Parks Department, Tuesday, November 7th @ 6:00pm, Ellingwood Center
- State Referendum Election, November 7th, 8am to 8pm at the Bristol School Gymnasium
- Shellfish Committee, Monday, November 13th @ 6:30pm, Town Office

The meeting adjourned at 6:53pm.

Respectfully submitted,

Rachel Bizarro
Town Administrator