



**Select Board Meeting  
MINUTES  
Bristol Town Office – November 29, 2023**

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

*Also present: J. Riley*

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

**Minutes**

On a motion by Yates and a second by Hanna, the minutes of November 15 were passed unanimously.

**Comprehensive Plan**

The CPC requested an additional \$6,000 for consulting services. They would like to use NSP for additional edits on the draft comp plan. The request was denied because there are no available funds in the 2023 budget. The current format of the draft plan will not change but there will likely be some updates to content. The town office staff have the software and ability to edit the content, but it may take longer to finish a final copy. Hanna noted the biggest hurdle is to balance the plan as written with suggested edits by elected boards and the public so the document will be passed by the voters. Yates wondered what the outcome would be if the Planning Board does not support the plan. Poland noted the purpose of a Comprehensive Plan was for the town to comply with the Maine Growth Management Act and hoped the Planning Board will have fair influence over the document. A moderator will be available for the Public Hearing on 12/7 if needed.

**Hatchtown Bridge**

Property owner of 008-016 mailed back the signed and notarized ROW Deed for taking of land upstream of Hatchtown Bridge. The property owner will be compensated \$3,000. Property owner of 008-015 has concern about their driveway. After the bridge is replaced the curve of the road in the vicinity of the driveway will be straighter. This will cause some displacement of the road and the driveway will become longer. The Select Board are unclear about the process of replacing the bridge with the design build process and would like clarity before moving forward with the project. G. McAlister from Calderwood Engineering has offered to meet with the board. He will be asked to attend the next Select Board meeting.

**Bristol Mills Dam**

The repair work at the dam in 2021 was to include an elastomeric seal on the dam platform. B. Roy from Knowles Industries advised that the work was not completed in 2021 because of the deteriorated condition of the concrete pad and the extra associated cost was not within the planned budget. Roy will build a proposal to repair the concrete pad, seal the concrete pad and replace the safety fencing along the dam.

**Transfer Station**

A special town meeting was called to appropriate additional funds for the Transfer Station. Due to increased costs from equipment maintenance and breakdowns, the BSBTF budget shows a deficit of \$65,000. Voter's will be asked to approve \$39,000; Bristol's 60% share of the costs.

**Regular Business**

Correspondence. The basement at WWH was accessed by a plumber to examine the fuel tank. The plumber noted the basement was wet and suggested a sump pump and dehumidifier. The floor joists look good.

Building Permits. 019-013 was reviewed.

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

Hanna gave notice of the following upcoming public meetings:

- Harbor Committee, Thursday, November 30th @ 5:00pm, Town Office
- Shellfish Committee, Monday, December 4th @ 6:30pm, Town Office
- Select Board, Wednesday, December 6th @ 6:30pm, Town Office
- Comprehensive Plan Public Hearing, Thursday, December 7th @ 6:30pm, Bristol School Gymnasium
- Fish Committee, Thursday, December 7th @ 7:00pm, Town Office.

The meeting adjourned at 7:14pm.

Respectfully submitted,

Rachel Bizarro  
Town Administrator