



**Selectmen's Meeting
MINUTES
Bristol Town Office, June 1st, 2022**

*Selectmen Present: Chad Hanna (Chair), Paul Yates, Kristine Poland.
Also present: Chris Hall (Town Administrator); John Riley (Treasurer); Rachel Bizarro (Clerk); Richard Francis and Jessica Yates (Co-Chairs, Comprehensive Plan Committee); John Stolecki (Chair, Harbor Committee); Chuck Hanson.*

Chad Hanna called the Board to order at 6.30 pm, followed by recitation of the Pledge of Allegiance.

Poland moved, seconded by Yates, acceptance of the Minutes of the meeting of May 18th as presented. Motion passed, 3 – 0.

Public Hearing:

The Chair opened a Public Hearing into the application for a Public Service License for the sale of alcoholic beverages on the Hardy Boat, from its new owners Cap'n Fish Holdings LLC. There were no public comments, and approval of the License was moved by Yates, seconded by Poland. Motion passed, 2 – 0, the Chair abstaining as an employee of Cap'n Fish Holdings.

Bid Opening:

One bid was received for the grading of the Town's gravel roads, from Hagar Enterprises Inc. The bid totaled \$4,500, with additional gravel priced at \$27.75 per cu. yd. for ¾ inch and \$26.75 per yard for 1 ½" gravel. Hanna moved to accept the bid, seconded by Yates. Motion passed, 3 – 0. Hanna asked Hall to inquire of Hagar what their additional price for rolling the graded roads would be.

New Business:

Election Arrangements: The Chair invited Rachel Bizarro, Town Clerk, to update the Board on the forthcoming June 14th election. There is a conflict for use of space at the school, as the school had scheduled an end-of-year Carnival event that day despite having been notified of the dates of elections this year. She had met this day with the School Board and discussed options for partial use of the gym (with a partition screen and separate entrance), or alternatively a classroom with a separate entrance if this is acceptable to the Secretary of State.

The Warrant for the Special Town Meeting questions to be voted at the same time as the state primary election was reviewed; it contains the two questions reauthorizing the Town to approve alcohol sales, as requested by the Bureau of Alcoholic Beverages. Poland moved to approve and sign the Warrant, seconded by Yates. The motion passed, 3 – 0, and the Board signed the Warrant.

Snack Bar Lease: the Board reviewed the Lease for the Pemaquid Beach Snack Bar for 2022, on the same terms as in 2021. It was move by Yates, seconded by Poland, to sign the Lease with Tammy Legault. Motion passed, 3 – 0, and the Board signed the Lease and directed the Administrator to forward it to the Parks Commission for their signatures at their meeting on June 7th.

Old Business:

Human Resources Policy: Further to the discussion on May 18th, Hall offered a draft paragraph to add to the HR Handbook section on benefits, to allow staff waiving participation in the Town's health care plan to take a stipend towards their individual health insurance policies up to 50% of the cost of their participation in the Town's plan. The Board were favorable to the draft, but suggested that it be tabled until June 15th so that a more thorough review and update of the Policy Handbook be undertaken.

Comprehensive Plan Committee update: Co-Chairs Jessica Yates and Richard Francis described the status of the Committee's search for a consultant to write up the final draft of the plan. Firms contacted reported they were short staffed and unable to start work until the fall. The short-listed firms will be asked to re-submit on the basis of a later start to the work, and with an understanding of how much work the Committee has already completed.

All chapters except Transportation will have their first drafts complete next week. Each sub-committee has been asked to propose three 'observations' or findings, *not* recommendations, to be used in the next phase of soliciting public feedback. The co-chairs were encouraged by the presence of members of the public at their most recent meeting. They were thanked by the Board for their clear presentation and the hard work of the whole committee.

Roads and Bridges: Hanna, acting as Roads Commissioner, reviewed the options for repair or reconstruction of the Hatchtown Bridge on Lower Round Pond Road. Hall had checked with DoT and confirmed that they use design-build contracts for many bridges, and had recommended three firms to approach. Hanna thought it would be bets to talk individually with such firms to understand the scope of services they provide. Meetings in the summer and fall should allow the development of a project budget to include in the 2023 and 2024 annual budgets.

Hanna noted that closure of the Lower Round Pond Road for any period of time would be a serious matter for Round Pond residents and businesses like Masters Machine, and that the in-water window for work is critical – roughly mid-June to September, based on fish migration.

Tax Commitment: Hall presented the mill rate calculation worksheet with the updated exemptions and assessments, using a 99% ratio. He recommended keeping the property tax mill rate at 7.2 mills (0.0072 per cent), which would generate an overlay of \$209,672.67.

Yates moved, seconded by Poland, to sign the Certificate of Assessment charging the Tax Collector to raise \$7,657,433.47 at a rate of 7.2 mills. Motion passed, 3 – 0. Poland asked to see and review the new Veterans Exemption applications, which Hall will print out for review. With mill rate set, Hall will apply this rate to properties and generate a Commitment Book and a Certificate of Commitment for signature on July 15th; tax bills will be sent for printing immediately thereafter.

A Supplemental Tax Commitment for property withdrawn from tree growth at Map 004, lot 087-A, was presented for review. Poland moved, seconded by Yates, to approve Supplemental Tax

Certificate and Warrant number 2022-0002 in the amount of \$330.00. Motion passed, 3 – 0, and the Board signed the Warrant.

Harbor Committee: John Stolecki, Chair of the Harbor Committee, related a series of events which had led to the filing of a charge of criminal mischief against New Harbor Marine, Inc. The latest event, after years of obstruction and ignoring Harbormaster's directions, is that stored floats which had repeatedly blocked the New Harbor Town Landing and for which invoiced fees have not been paid, were impounded by the Town at Hanna Landing. The locks on these had been cut and the floats removed. On consultation with the District Attorney and Lt. Brendan Kane of the Sheriff's Office, it was determined that the best course was the civil charge of criminal mischief, to be filed in the District Court. Stolecki wanted the Board to be fully aware of the situation and to be sure of their support.

Hanna moved, seconded by Poland, to support the action for criminal mischief against New Harbor Marine, Inc. Motion passed, 3 – 0.

Stolecki warned the Board that a further step, authorized in statute, would be to prohibit a party who has not paid mooring fees in full from mooring anywhere in the Town of Bristol until the delinquency is cleared. He hoped this would not be necessary.

Request for Paraplegic Veterans Exemption: this was deferred until June 29th when medical information could be considered in Executive Session.

Planning Board Alternate: Jessica Westhaver has applied for the open position of Alternate on the Planning Board. It was moved by Yates, seconded by Poland, to make the appointment. Motion passed, 3 – 0.

Regular Business:

Building permits: the Board reviewed and signed Building Permits for properties at Map 007, lot 133-C; Map 008, lot 058-A; Map 009, lot 053-D; Map 29, lot 22.

Financials: the Board reviewed and approved the May bank statement, month and year-to-date expenditures against budget, and the Real and Personal property reconciliation reports.

Warrants: the Board reviewed and approved Accounts Payable and Payroll Warrants for the Town, Fire, Parks, Bristol Consolidated School and the Bristol / South Bristol Transfer Station.

There was no Correspondence to report.

Under Public Comments, Hanson asked if it would be possible for the Bristol – South Bristol Transfer Station to arrange a day or days for accepting hazardous materials such as solvents. Yates will raise the question with the Transfer Station Manager.

The Chair gave Notice of Public Meetings as follows:

- Fish Committee, Thursday, June 2nd, 7.00 pm at the Fish Ladder
- Parks and Recreation Commission, Tuesday, June 7th, 6.00 pm at the Ellingwood Information Center
- Comprehensive Plan Committee, Natural Resources Subcommittee, Tuesday, June 7th, 7.30 pm at the Bristol Area Library
- Comprehensive Plan Committee, Land Use Subcommittee, Thursday, June 9th, 7.00 pm at

the Town Hall

- Comprehensive Plan Committee, regular meeting, Tuesday, June 21st, 7.00 pm at the Town Office
- Select Board, Wednesday, June 15th, 6.30 pm at the Town Office
- Harbor Committee, Thursday, June 23rd, 5.00 pm at the Town Office.

There being no other business before the Board, the Board adjourned at 7.50 pm.

Respectfully submitted,

Chris Hall

Town Administrator