



**Selectmen's Meeting
MINUTES
Bristol Town Office, September 15th, 2021**

Selectmen Present: Chad Hanna, Kristine Poland, Paul Yates

Also Present: Chris Hall (Town Administrator); Jessica Westhaver (Treasurer); Evan Houk (Lincoln County News); Darin Carlucci; Joe Felice; Charles Hanson; James Hoving.

The Board was called to order by Chair Hanna at 7:00 pm, followed by the Pledge of Allegiance.

Yates moved that the minutes from the meeting of September 1st be accepted as drafted. The motion was seconded by Poland and passed, 3 – 0.

Public Hearing:

The Chair invited public comment on the annual General Assistance Ordinance appendices provided by the state. There being no comments, it was moved by Yates, seconded by Poland, to adopt Appendices A through I to the General Assistance Ordinance, effective through September 2022. Motion passed, 3 – 0.

New Business:

American Recovery Plan funding: Hall presented a list of potential uses of the ARPA grant to the Town, which is now expected to total \$294,351.24 over two years. The matter was tabled until October 6th to allow Tidewater Telecom to present their plans for further broadband expansion, which is expected to be one of the uses of the money, and to determine the likely financial needs of CLC Ambulance Service.

Human Resources Policy handbook: Hall offered an amendment to cover the possible need for temporary working from home during the pandemic in the event that a member of staff, or a dependent, had to quarantine because of Covid exposure. Poland offered an amendment to read that "...Following the expiry of these provisions, the employee may qualify for unemployment benefits until such time as they are able to return to work." It was moved by Hanna, seconded by Yates, to adopt the new wording as amended. Motion passed, 3 – 0.

Boston Post Cane: The Clerk had contacted the candidate for holding the cane, and reported that she would be delighted and honored. The date of Saturday, October 9th at lunch time was suggested as a possible time to make the presentation. Once that time is confirmed, the press will be notified.

Old Business:

Comprehensive Plan: Poland and Hall had attended the Comprehensive Plan Committee meeting the previous night. The Committee requested of the Board that they consider appointing additional members to fill the three vacancies caused by withdrawals from the committee, with a focus (if such volunteers can be found) on families long resident in the Town, as it was felt that there may at present be a disproportionate number of new residents on the Committee, however all applications would be considered.

Town projects: The Old County Road culvert replacement has had DigSafe inspection and the concrete cast is due this week. Hagar's paving work will commence next week. The Hanna Landing building roof work is not expected before mid-October.

Regular Business:

Cash flow report: Selectmen reviewed the balances as of this date, the due date for property taxes. Collection of both property taxes and excise tax continues strong and slightly ahead of 2020.

Building permit applications: Selectmen reviewed and approved building permit applications for properties at Map 002, lot 097-B; Map 02A, lot 046-12; Map 003, lot 093; Map 004, lot 148-6; Map 004-E, lot 234-1; Map 007, lot 087-1; Map 008, lot 041; Map 030, lot 001.

Warrants: The Board reviewed and approved payroll and accounts payable Warrants for the Town Office, Fire and Rescue, Parks Department, and the Bristol / South Bristol Transfer Station.

Correspondence: Five letters were received from owners of property along the abandoned Old Long Cove Road. Hanna and Hall will meet with one of these owners at their request at noon on Friday, September 17th.

Maine Municipal Association notified the Town that Bristol's 2020 Town report had been awarded third place in the small town category for Best Town Report.

There were no public comments.

The Chair gave notice of forthcoming Public Meetings as follows:

- Comprehensive Plan Committee subcommittee meetings:
 - Population and Economy, Monday Sept. 20th, 8 am at the New Harbor Fire Station
 - Land Use and Related Ordinances, Monday, Sept. 20th, 6.30 pm at the Town Office
 - Governance and Regional Cooperation, Wednesday Sept. 22nd, 8.30 am at the Town Office
 - Town Government and Finance Subcommittees (joint meeting), Wednesday September 22nd, 5.30 pm at the Town Office
 - Parks, Recreation and Water Access, Thursday, Sept. 23rd, 6.30 pm at Ellingwood Parks Office
 - Housing, Tuesday, Sept. 28th, 6.30 pm at the Town Office

- Bristol / South Bristol Transfer Station Board, Tuesday, September 21st, 6.30 pm at the Bristol Town Office
- Veterans Memorial Committee, Thursday, September 23rd, 4.30 pm at the Ellingwood Information Center
- Parks and Recreation Commission, Tuesday, September 28th, 5.30 pm at the Ellingwood Information Center
- Harbor Committee, Thursday, September 30th, 5.00 pm at the Bristol Town Office
- Selectmen, Wednesday, October 6th, 7.00 pm at the Town Office

Executive Session:

It was moved by Hanna, seconded by Poland, to enter Executive Session for the purpose of discussing personnel matters. Motion passed, 3 – 0, and the Board entered Executive Session at 7.47 pm.

The Board left Executive Session at 8.30 pm, and the Chair asked that the Town Administrator invite the Clerk, Treasurer and Office Assistant to a further Executive Session on October 6th to discuss their job descriptions.

There being no further business, the board adjourned at 8.32 pm.

Respectfully submitted,

Christopher Hall
Town Administrator