



**Select Board Meeting  
MINUTES  
Bristol Town Office, November 16<sup>th</sup>, 2022**

*Select Board Members Present: Kristine Poland, Paul Yates.  
Also present: Rachel Bizarro, Darin Carlucci (School Board)*

Yates called the meeting to order at 6.30 pm and led the Pledge of Allegiance.

**Minutes.**

On a motion by Poland and a second by Yates, the minutes of November 2<sup>nd</sup> and November 9<sup>th</sup> were passed unanimously.

**New Business.**

D. Carlucci sought approval from the Board to hire an Owner's Representative for the school renovation project. He proposed Dovetail Consulting located on Peaks Island. Carlucci reported that Peter Nielsen, Business Manager for AOS 93, recommended the company as he had worked with them on a previous project in Camden. The School Board recommended that consultants be hired before the RFP went out to the public. Dovetail had reviewed the RFP and had already found errors. Documents for the RFP are available for public viewing on the AOS93 website. The RFP has been mailed directly to 8 contractors. Any addendums to the RFP are due by December 15. Bids are due December 22. The School Board will review the bids at their January 4<sup>th</sup> meeting. The first public hearing on the project will be held January 5<sup>th</sup>.

Carlucci asked for guidance for appointing a decision-making committee for the renovation project. Dovetail has recommended this committee as they are uncomfortable making decisions on the Town's behalf. Poland thought a small committee (no more than 5) would be appropriate. Members would include, Carlucci, BCS Facilities Manager, John Carroll; Superintendent Lynsey Johnston; a BCS staff member and a community member at large.

The Board reviewed a request for a new road name and a renaming of another road. The proposed new road name is Mackerel Cove Lane. This is a private road off of Pemaquid Harbor Road. The owner wants to convert an existing driveway access to a named private road. The owner of a private road named Beer Can Alley has requested a name change to Jack's Lane. On a motion by Poland, and a second by Yates, the proposed new road name and requested renaming change were passed unanimously.

The Lions Club of Bristol is dissolving their membership and member Bobby Ives has asked if the town would be interested in taking ownership of the Willing Workers Hall. Poland and Yates both agreed that it would need to be voted on at Town Meeting. Yates believes that a dollar amount cannot be placed on the historic value of the property. He publicly thanked Ives for reaching out to the Town.

Poland and Yates accepted the resignation of Andrea Perley from the Planning Board and Rob Davidson from the Comprehensive Plan Committee and the Budget Committee. They thanked them for their service to the town.

**Old Business.**

Tabled from the November 9<sup>th</sup> meeting, the one-year contract to commence on January 1 for the Town Administrator was reviewed. On a motion by Poland and a second by Yates, the contract was approved and signed. Bizarro will act as interim Town Administrator until January 1.

**Regular Business.**

**Road update.** Hagar Enterprises has finished paving and will have the shouldering done by the Thanksgiving Holiday. Hanna had requested striping pricing for Lower Round Pond Road. Lucas Striping quoted a price of 15 cents per foot, with an approximate cost of \$2400.00. Poland and Yates approved the striping cost as the cost of the paving had cost less than expected.

**Abatements.** Poland moved, Yates seconded, approval of Abatement Warrant 2022-0013 in the amount of \$178.20. Yates moved, Poland seconded, approval of Abatement Warrant 2022-0014 in the amount of 178.16.

**Building permits.** Permits approved by the Code Enforcement Officer were reviewed and counter-signed, for work at Map 029, Lot 021-E; Map 031, Lot 082-A.

**Warrants.** The Board reviewed and signed Warrants for Payroll and Accounts Payable for the Town, Fire Department, and Bristol Parks & Recreation.

**Correspondence.** A petition circulated by Susan Phinney from Chamberlain has been received. Residents of Chamberlain are concerned with the safety of Route 32, specifically the volume and speed of traffic and the safety of pedestrian and cyclists. Phinney had intended to present the petition in person but unfortunately contracted COVID a few days ago. She has asked to be on the agenda for June 7, 2023. She has asked DOT, LCSO and Lydia Crafts to attend as well.

**Public Comment.** None

Yates gave **Notice of Public Meetings** as follows:

- Harbor Committee, Thursday, November 17<sup>th</sup>, 5:00pm at the Town Office
- Shellfish Committee, Monday, December 5<sup>th</sup>, 6:30pm at the Town Office
- Parks Commission, Tuesday, December 6<sup>th</sup> and December 20<sup>th</sup>, 6pm at the Ellingwood Center
- Select Board, Wednesday, December 7<sup>th</sup> and 21<sup>st</sup>, 6.30 pm at the Town Office
- Comprehensive Plan Committee, Tuesday, December 13<sup>th</sup>, 7pm at the Town Office

The meeting adjourned at 6:59pm.

Respectfully submitted,

Rachel Bizarro  
Interim Town Administrator