



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

Selectmen Present: Chad Hanna, Kristine Poland, Paul Yates.

Also present: Chris Hall (Town Administrator); Joe Rose (Code Enforcement Officer); Lara Decker (Parks Director); Clyde Pendleton, Laurie Mahan and Sandra Lane (Parks Commissioners); Jay Crooker, Rick Poland and Shannon Mahan (Fish Committee); Richard Francis (Comprehensive Plan Committee); Chuck Hanson; Pat Porter.

Executive Session: The Board was called to order by Chair Hanna at 6.30 pm. It was moved by Hanna, seconded by Poland, to move into Executive Session pursuant to M.R.S. Title 1, chapter 13, § 405.6.A for the purposes of discussing personnel matters – specifically, the hiring of a maintenance worker for the Highway and Parks Departments. Motion passed, 3 – 0, and the Board entered Executive Session at 6.31 pm.

The Board left Executive Session at 6.50 pm.

Public Business:

At 7.00 pm Chair Hanna called the meeting to order and led the recital of the Pledge of Allegiance.

Yates moved that the minutes of meetings held on December 1st and 8th be accepted as presented. The motion was seconded by Poland and passed, 3 – 0.

The Chair reported no action would be taken at this time as a result of the Executive Session.

Fish Committee: Jay Crooker, chair of the Fish Committee, asked for the Board's thinking on future developments at the Swimming Hole and Fish Ladder Park, now that a major grant has been received from the Land and Water Conservation Fund based on a concept plan developed by landscape architects.

In discussion, the Board and the Parks Commissioners stressed that there is no commitment to the concept plan's ideas beyond completing the Phase One work on the fish ladder: masonry steps, an ADA-compliant walkway, and a footbridge across the stream at the head of the fish ladder. Anything else is up for discussion, though it was noted that the public consultation undertaken a year ago showed a large majority in favor of maintaining a natural ambience as far as possible.

Crooker made the point that while the fish Committee is responsible for the operation of the dam and fish ladder, not the park, they would like to be consulted for input as plans are developed. Hanna noted that, in particular, no money should be spent on things that could impeded future harvesting arrangements at the head of the fish ladder. In discussion about the limited parking on the site, Hanna said it is important to have perhaps two or three paved spaces for maintenance vehicles and perhaps handicapped access, but the dangerous nature of the turn to exit Redonnett Mill Road meant that the public should not be encouraged to park there, but use Bristol Dam Loop and the footbridges instead.

The Board asked the Town Administrator to work up budget numbers for the 2022 season's work with stonemason contractor Peter Anderson, and to put the Fish Committee in touch with Billy Claflin of coastal Rivers, who has volunteered to construct the fish ladder channel footbridge if the Town pays for materials.

Comprehensive Plan Committee: co-chair Richard Francis gave a brief update, first giving apologies for the unavoidable absence of his co-chair colleague, Jessica Yates.

A great deal of work has been completed to collect data and draft chapters. Focus is now shifting to seeking public input, and raising the public profile of the Plan with a view to a decision at the March 2022 Town Meeting on next steps, which could include a request for funding the use of professionals to complete the work.

The consultants whose engagement was approved by the Select Board at its meeting on November 17th, Maine Design Workshop, had presented a plan of work for the three months to the Town Meeting, focusing on public engagement and the collection of public input. This would include:

- Letting people know what the Plan is and does, through a multi-media web site and media such as Bristol Notes and the Lincoln County News.
- Collecting questions and opinions using a 'Question Cards' mailer/postcard and 'pop-up' events at high-traffic locations such as the school and library.
- Preparing a presentation for the Town Meeting to explain the work completed, the issues identified and the costs of the next steps.

Code Enforcement: Code Enforcement officer Joe Rose asked the Board to delegate to him the authority to approve Building Permits for all but major or potentially controversial developments, as is customary in most towns. This drew out a variety of opinions on the Board, with Yates pointing out the desirability of the Board keeping track of everything that is going on in the Town.

After discussion, Rose agreed to a suggestion from the Chair that for the next two or three Board meetings, he continue to send the full application folders to the Board for approval, but that he also send a short summary report, to give an idea of what information he would still make available to the Board to allow them to see construction activity in Bristol. The matter will then be reviewed again.

The CEO also requested that the Board set a date for a Public Hearing on the Flood Plan Ordinance Amendments, reviewed and tabled by the Board on November 3rd pending a

Public Hearing. The Board directed the Town Administrator to advertise a Public Hearing for the Board meeting on Wednesday, January 5th, 2022.

Emergency Management Plan: Hall requested that the Board adopt the 2021 update of the Lincoln County Hazard Mitigation Plan, which the County's Emergency Management Agency had completed and which needs acceptance by all the County's municipalities. It was moved by Poland, seconded by Yates, to accept the revised Plan, which motion passed, 3 – 0. Selectmen signed the Resolution of Adoption for return to the County Commissioners.

On behalf of the Town Clerk, Hall asked if there was any change in the thinking of the Board regarding plans to hold a traditional, in-person Town meeting on Tuesday, March 22nd. The Board indicated there is no change in their plan for that.

Hall asked the Board to take a further look at the draft Budget Worksheet for 2022, pointing out a number of areas where inflation is driving up budget estimates; and there was a short discussion of possible roads expenditures in 2022. Chair Hanna indicated he would meet with the Highway Foreman on December 17 to review priorities. He indicated that one question for review, going forward, is whether the Town should seek a design-build solution for the next two bridges in need of replacement or restoration, rather than the traditional use of engineers for design and oversight of contractors. Hall asked the Board to give thought to an increase in the annual Contingency line, in the light of inflationary uncertainty.

The Board will revert to the Budget at their next regular Meeting.

Regular Business:

Request for naming a new private road: the Board approved the name 'Arrowhead Lane' for a new private road just north of Massasoit Drive, off Route 130 near Pemaquid Point.

Building permit applications were reviewed and approved for Map 007, lot 065-A; Map 011A, lot 014-K; Map 011C, lot 003; Map 021, lot 024; and Map 022, lot 004-1.

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

Under Correspondence, a letter of grateful appreciation from a recipient of Worthy Poor funds was noted.

In public comment, Chuck Hanson asked about the relationship between the School's unallocated balances and the Town's. He was referred to the Town Auditor, William Brewer.

The Chair gave Public Notice of the following upcoming meetings:

- Bristol / South Bristol Transfer Station Board, Monday, December 20th, 7.00 pm at the South Bristol Town Office.
- Budget Committee, organizing meeting (not a budget hearing), Tuesday December 21st, 7.00 pm at the Bristol Town Office.

- Select Board: a short regular session will be held on Wednesday, December 22nd, at 6.30 pm at the Town Office, followed by a Special Town meeting at 7.00 pm to discuss a proposal for allocation of part of the Town's ARPA funds.
- AOS 93 Budget Meeting, Wednesday, December 22nd, 6:00 pm at Great Salt Bay School, Damariscotta

There being no further business, the Board, the adjourned at 8.45 pm.

Respectfully submitted,
Chris Hall
Town Administrator