



**Selectmen's Meeting
MINUTES
Bristol Town Office, December 22nd, 2021**

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

Also present: Chris Hall (Town Administrator); Rachel Bizarro (Town Clerk); approximately 17 members of the public attended the Special Town Meeting.

6.30 pm: Zoom call on Retirement Plan options

The Board welcomed Mark Lasyone, Regional Manager – Northeast, Mission Square, on a Zoom call for a presentation on Governmental 457 (b) and alternative retirement plans offered by his company, a subsidiary of the international City Managers Association. The call ended at 6.53 pm; further discussion of retirement plan options was tabled to January 5th.

7.00 pm: Special Town Meeting

Town Clerk Rachel Bizarro called the Town Meeting to order at 7.00 pm and Chair Hanna led the Pledge of Allegiance.

Clerk Bizarro read Article One and asked for nominations for Moderator. Donald Means was nominated by Hall and seconded by Paul Leeman, Jr. There being no other nominations, Bizarro called for a written ballot. Three ballots with Means' name being received, she declared Means elected and swore him in as Moderator.

The Moderator read Article Two and asked for and received a mover (J. Westhaver) and seconder (P. Leeman Jr.) from the floor. The Chair of the Select Board reported the intention of the Board to refer disbursements from the American Recovery Plan Act (ARPA) fund received by the Town, to the Town Meeting in March. However this first disbursement, of up to \$20,000 for Covid bonus payments of One Dollar per hour worked to staff (both full and part time) would need to be voted this day if it was to be received by staff prior to the Christmas holiday.

Questions were raised regarding possible payments to the Transfer Station staff and to Parks and Recreation seasonal staff. Selectman Yates reported that South Bristol had agreed to join Bristol in granting bonus pay on similar lines to the Transfer Station staff, in the proportion 60% Bristol, 40% South Bristol as per the division of costs agreed in the interlocal agreement. With regard to Parks staff, Parks Commission Chair Pendleton said he would place this on the agenda for the Commission's meeting on January 4th.

The Moderator calling for a vote, the Article carried by 18 votes to none, with three abstaining.

The Special Town Meeting then adjourned at 7.27 pm.

Regular Business:

Yates moved that the minutes of the meeting held on December 15th be accepted as presented. The motion was seconded by Poland and passed, 3 – 0.

Update on Open Positions: The Chair of the Parks Commission, Clyde Pendleton, noted the resignation of Parks Director Lara Decker. He invited the Board to join the next meeting of the Parks Commission on January 4th to discuss the job description and parameters for hiring a new Director, as well as to discuss Covid bonus payments and the Parks budget.

Town Attorney: The Town Administrator reported increasing difficulty in getting the Town Attorney to respond to inquiries. The Board concurred that he should call attorney Hylie West in future if attorney Jenifer Villeneuve was not available.

Remote Participation Policy:

Hall asked the Board to adopt a Remote Participation Policy based on the model Policy supplied by the Maine Municipal Association (MMA). MMA suggested that Towns give notice of intent to adopt such a policy and invite public input. The Board directed Hall to give such Public Notice for the proposed adoption of such a policy at their meeting on January 5th.

An application for renewal of a Tree Growth Tax Abatement was received for Map 012, Lot 030. Poland moved, seconded by Yates, the approval of the application. Motion passed, 3 – 0, and the Board signed as Assessors their approval of the application.

No building permit applications were received.

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

The Chair gave Public Notice of the following upcoming meetings:

- Parks and Recreation Commission, Tuesday January 4th, 2022, 6 pm at the Ellingwood Information Center
- Select Board, Wednesday, 6.30 pm at the Town Hall

Executive Session: It was moved by the Chair, seconded by Poland, to move into Executive Session under M.R.S. Title One, §405.6.A, to discuss a personnel matter. Motion passed, 3 – 0, and the Board entered Executive Session at 8.01 pm.

The Board left Executive Session at 8.32 pm, and the Chair reported that no action would be taken as a result of the Session.

There being no further business, the Board adjourned at 8.33 pm.

Respectfully submitted,
Chris Hall
Town Administrator