



**Selectmen's Meeting
MINUTES
Bristol Town Office, May 27th, 2020**

Selectmen Present: Chad Hanna, Kristine Poland, Paul Yates

Also Present: Chris Hall (Town Administrator); Candy Congdon (Lincoln County News); Pat Porter; Chuck Hanson; Karl McLetchie.

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

It was moved by Poland, seconded by Yates, to accept the minutes from the May 13th meeting. Motion passed 3 - 0.

The Town Administrator asked that two agenda items be deferred to June 3rd: the signing of the snow removal contract, as Seth Hagar would be available that night; and the Tax Commitment, as the Treasurer is still finishing updating the property records.

Old Business:

Policy on chemical use on Town property: the Board had before them a draft Policy previously considered in February, prior to the Town Meeting. The Town Meeting had included the citizen-initiated article among the Warrant articles passed on March 17, so the Board is now under a mandate to adopt a Policy. In the absence of Mr. McLetchie, the initiator of the petition, the Board tabled the item until later.

COVID-19: the Town Administrator reported that the Town Office would reopen to the public on Monday, June 1st, with a limit of 4 people in the building being served or waiting to be served. Customers would be asked to wear masks, and a supply of disposable masks is due to be delivered, as are social-distancing markers for the floor. Pens have been donated by First National Bank so that they need not be disinfected for re-use. The bathroom will not be available to the public. The Board agreed to keep this item on the agenda for regular updates.

Mr. McLetchie having arrived, the board took up the chemical use policy. Hanna noted that his earlier suggestion, defining the sources of standards, appeared to have been incorporated. Yates noted that this would not apply to private land or businesses, and therefore moved, seconded by Poland, adoption of the policy. The motion passed, 3 – 0, and the Administrator was asked to bring a final copy with signature page back on June 3rd for signing.

LED Street Lights: The Town Administrator reported that RealTerm have now presented identical Professional Services Agreements to Bristol, Damariscotta and Newcastle, and that Newcastle's Board of Selectmen signed theirs on May 26th. The value of the Bristol Agreement, based on 61 lights, is a little less than \$3,000. This is the first of three contracts foreseen in the bid accepted by the Board in March, the others being for the purchase of the existing lights from CMP and for the purchase of the new LED lights. It was moved by Poland, seconded by Yates, to sign the contract as presented. Motion passed, 3 – 0, and Selectmen signed the contract.

New Business

The Town Administrator reported that the Olde Bristol Days and Bicentennial Celebrations Committee had reluctantly concluded that it was necessary to cancel Olde Bristol Days this year, due to the pandemic. It is not yet clear whether the Merritt Brackett Lobster Boat Races can take place without spectator access to the State Park.

The Board reviewed the Articles outstanding for the remainder of the Town Meeting, set to resume on June 16th. As the 50-person limit will still be in place, there was discussion of options that would allow debate and also maximum participation. Yates preferred a written ballot on the outstanding six articles, though there was recognition that this would not allow debate. Hall is awaiting guidance from Maine Municipal Association on how a written ballot would work during a recessed meeting.

The scheduled meeting with the School Board will take place on Wednesday June 3rd, as the first item on the Select Board's agenda. The School Board plans to meet in person at 5.30 pm but the staff will join via Zoom. Hall hopes that the School Board will offer ideas for containing costs, given the expectation of reduced Town revenue due to the pandemic.

Road maintenance paving: Damariscotta have decided not to do any maintenance paving other than the parking lot at their fire station. Bristol could include that fire station work in our forthcoming bid for paving. Hanna indicated that the priorities would be Coggins Road, 0.49 miles, first; one mile of Fogler Road, second; and up to one mile of Rock Schoolhouse Road, third, if the budget permitted this when bids are evaluated.

Regular Business:

The Board reviewed and approved Building Permit applications for Map 002, lot 098-A, and Map 007, lot 092. The Town Administrator drew attention to the forthcoming meeting of the Planning Board on June 4th, which will hear applications for two subdivisions.

Selectmen reviewed and approved Warrants for accounts payable and payroll for the Town Office, Fire Department, Parks and Recreation and the Bristol/South Bristol Transfer Station.

The Administrator asked the Board to take note of a request from the Treasurer asking to proceed with the purchase of heat pumps for the Town Office, for which bids had been received consistent with the Building Capital Reserve funds available. Hanna recalled that the low bidder was Karl Hinck, and asked Hall to bring that bid on June 3rd for review and a vote.

There were no public comments.

Public Meetings: The Chair gave notice of forthcoming meetings as follows:

- Harbor Committee: Thursday, May 28th, 5 pm at the Town Office
- Parks and Recreation Commission: Tuesday, June 2nd, 6 pm at the Ellingwood Information Center
- School Committee: Wednesday, June 3rd, 5.30 pm at the Town Office
- Selectmen: Wednesday, June 3rd, 7 pm at the Town Office
- Planning Board: Thursday, June 4th, 7 pm at the Town Office

There being no further business before the Board, it was moved to adjourn at 8.08 pm.

Respectfully submitted,
Chris Hall, Town Administrator