



**Selectmen's Meeting
MINUTES
Bristol Town Office, June 3rd, 2020**

Selectmen Present: Chad Hanna, Kristine Poland, Paul Yates

Also Present: Chris Hall (Town Administrator); Jessica Westhaver (Treasurer); School Committee members Darin Carlucci, J.W. Oliver and David Kolodin (in person), and Cerina Leeman and Jessica DiMauro via Zoom; School Superintendent Craig Jurgensen and Principal Jennifer Ribeiro (via Zoom); Candy Congdon (Lincoln County News); Seth Hagar; Pat Porter; Chuck Hanson.

The meeting was called to order by the Chair, Chad Hanna, at 7:20 pm, followed by the Pledge of Allegiance.

It was moved by Yates, seconded by Poland, to accept the minutes from the May 27th meeting. Motion passed 3 - 0.

The Town Administrator introduced discussion of the School budget in the light of the Covid-19 emergency. Immediately before the Board meeting, the Superintendent had made a presentation to the School Committee outlining the uncertainties the school district is facing as regards reopening classes in late August. There are, at present, no national or state guidelines as to what social distancing and other precautions will be required. If the current distancing guidelines are indicative, then the capacity of a 72-seat school bus may be limited to 11 students, for example, with significant impacts on the transportation budget. There is as yet no clarity on whether classes will need to have their numbers halved by (for example) a mix of remote and on-site learning. There is also no indication of whether federal and state funding will be available to compensate for increased costs. Dr. Jurgensen expected that the plan for reopening would not be finalized until August.

Hanna reminded the School Committee that the Town has already passed the school budget, and faces expected challenges in its revenue. While the Town wants to enable the school to give students the best possible education, there will need to be a conversation about how to do that within the means available. If the Town needs to raise additional funding, that would take a Special Town Meeting.

Hall asked the Superintendent to ensure that in the course of the summer, the Town Office is kept informed on the evolving plans for reopening, and that there would be a further joint meeting of the Selectmen and School Board in August before agreeing any definitive plan. Dr. Jurgensen agreed.

Tax Commitment:

The Chair read out the Assessors' Certification of Assessment, the Municipal Tax Assessment Warrant, the Certificate of Commitment to the Tax Collector, and the Certification of Assessment to the State of Maine.

Assessments:

1. County Tax	\$ 1,468,426.30
2. Municipal appropriation	\$ 1,122,495.00
3. TIF financing plans	\$ 0.00
4. Local education appropriation	\$4,860,880.75
5. Overlay (not to exceed 5% of net)	\$ 303,386.97
6. Total Assessments	\$7,755,189.02

Deductions:

1. State Municipal Revenue Sharing	\$ 30,000.00 (estimated)
2. Homestead reimbursement	\$ 91,850.90
3. BETE reimbursement	\$ 23,369.09
4. Other revenue	\$ 0.00
5. Total Deductions	\$ 145,219.99

The Net Assessment for Commitment is therefore **\$7,609,969.03**, assessed on a total taxable valuation of \$1,049,650,900 at a rate of 7.25 mills.

It was moved by Poland, seconded by Yates, to commit the taxes as read. Motion passed, 3 – 0, and the Board signed the several Certifications and Warrant.

The Town Administrator wished to note the hard work done by the Treasurer, at a time when the town office staff is short-handed, to complete the tax commitment in a timely way.

Old Business:

Snow removal contract, 2020-2023: Seth Hagar and the Town Administrator had agreed final wording of the contract which the Board reviewed. Yates asked Hagar whether they were planning to use local subcontractors. Hagar responded that he was already talking with Paul Leeman Jr and Paul Leeman III, and would be happy to talk with others as he did not wish to disturb existing arrangements where practicable.

Town Office heat pumps (tabled on May 27th): Hall passed out the low bid from Kark Hinck. It was moved to accept this bid, in the amount of \$22,750.00, by Poland, seconded by Yates. Motion passed, 3 – 0.

Policy on chemical use on Town property: the Board signed the final signature copy of the Ordinance whose acceptance was voted on May 27th.

New Business

Road maintenance paving: Hall circulated a draft Request for Bids based on the discussion of May 27th. He was given approval to publish this once Damariscotta have confirmed the square footage to be paved at their Biscay Road Fire Station. Hanna will hold a Bidders' meeting on Friday, June 26th, at 1 pm at the Town Office.

The slope mower attachment requested by Sean Hunter for the town tractor had been priced at \$ 8,192.08, which is less than the available funds in the Highway Equipment capital reserve. It was moved by Yates, seconded by Poland, to accept the bid by Hammond Tractor Company. Motion carried, 3 – 0.

Regular Business:

The Board reviewed and approved Building Permit applications for Map 002, lot 097-B; Map 04B, lot 014; Map 04C, lot 027-A; Map 008, lot 026; Map 010, lot 058-E; and Map 032, lot 027.

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

There were no public comments.

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

- Planning Board: Thursday, June 4th, 7 pm at the Town Office
- Parks and Recreation Commission: Monday, June 15th, 6 pm at the Ellingwood Information Center
- Selectmen: Wednesday, June 17th, 7 pm at the Town Office

There being no further business before the Board, it was moved to adjourn at 8.23 pm.

Respectfully submitted,
Chris Hall, Town Administrator