



**Selectmen's Meeting
January 31st, 2018
MINUTES**

Selectmen Present: *Terry Lowd, Paul Yates*

Also Present: *Chris Hall (Town Administrator); Lara Sargent (Park Director); Sandra Lane and Laurie Mahan (Parks Commissioners); Chuck Hanson.*

The meeting was called to order by acting Chair, Paul Yates at 7.00pm, followed by the Pledge of Allegiance.

It was moved by Lowd, seconded by Yates, to accept the Minutes of the Selectmen's meeting on January 24th, 2018. Passed 2 – 0.

Old Business:

Land Use Ordinance changes: this item, tabled on 1/17, had now been redrafted incorporating legal advice. The wording now would permit signs of less than six square feet. No further action by Selectmen was considered needed; this will be the wording posted and publicized for hearing on Wednesday, January 14th.

2018 Warrant: The Parks and Recreation Department presented their proposed Budget for 2018. Discussion focused on the Contingency line, which was proposed for reduction from \$20,000 to \$12,000. It was agreed to request clarification from the auditor, William Brewer, regarding the circumstances in which the contingency must be applied, and the authority of the Commissioners to transfer funds between budget lines in the event of an overspend. It was noted that the Parks and Recreation Department are a Proprietary Fund with different accounting rules to the rest of the Town which uses Governmental Accounting Practices.

It was noted that Parks would not fund this year's Olde Bristol Days fireworks but were still budgeting for staff to host the event at Pemaquid Beach Park.

Parks Director Sargent noted that the principal capital expense this year was re-roofing at the Lighthouse Park, in part funded by a \$10,000 grant. It was proposed to put \$21,000 into capital reserves and develop a five-year capital plan for major projects.

Administrator Hall stated that as Chad Hanna was expected to return on February 1st, he hoped the Board would be able to vote the several Articles of the Warrant at the meeting on February 7th.

Fire Chief: The Job Description for a full-time Fire Chief and EMS Director had been tabled on 7/24 by Selectman Lowd to allow time for study. He now moved, seconded by Yates, to accept this job description as the basis for a Warrant article for authority to fill the position. Motion carried, 2 – 0.

From the floor, Chuck Hanson asked whether the budget reflected the expected salary for the Chief. Hall responded that the salary and benefits were still to be negotiated, though it did show a budget estimate for four months (and not three months, as incorrectly shown in the draft). It was agreed that if the article authorizing the full-time position was voted down, the Moderator would be asked to immediately recognize the Chief, who would offer an amendment deleting \$18,000 from the department's budget.

Amtrak: Town Administrator Hall reported on a meeting at the Town Office on January 30, of parties interested in promoting Bristol and surrounding communities to prospective visitors by train. It is expected that a marketing campaign will feature local inns, hotels and campgrounds; ways to connect to and from the train including car rentals, taxis, and shuttle vans. A renewal of the trolley service operated in 2016 was discussed, with business support for funding, while the towns of Bristol, Damariscotta and Newcastle may be approached for seed money in the order of \$2,000 each, which could be managed within Bristol's Town Office budget.

Regular Business:

One Building Permit application was approved, for Map 014, Lot 052.

Selectmen reviewed and signed the accounts payable and payroll warrants for the Town, Parks, Fire & Rescue and the Transfer Station.

Correspondence received:

- ISO: The Town's Fire Protection rating has been upgraded from 9 to 8, with the exception of the southern part of Pemaquid Harbor Road which remains rated as 10 due to being more than 5 miles from a Fire Station. Effective May 1st, residents may be eligible for a reduction in their property insurance rates. Selectmen congratulated the Fire and Rescue Department on this significant achievement.

Public Comment:

Chuck Hanson asked for clarification of the dates of the Budget Committee's hearings. It was confirmed that the School and Fire Budgets would be heard on February 12, and Parks and the Town Budgets on February 13, both at 6.30 pm.

Notice of forthcoming public meetings in February:

Shellfish Committee, Monday, February 5th, 6 pm – Town Office.

School Committee, Wednesday, February 7th, 5.30 pm – Bristol School.

Budget Committee, Monday, February 12th and Tuesday, February 13th, both at 6.30 pm at the Bristol Town Hall

Selectmen, Wednesday, February 7th, 14th, and 28th, at 7 pm at the Town Hall.

A motion to adjourn was proposed at 7.50 pm by Lowd, seconded by Hanna, and carried 2 – 0.

Respectfully submitted,
Chris Hall
Town Administrator