



**Selectmen's Meeting
June 6th, 2018
MINUTES**

Selectmen Present: *Chad Hanna, Terry Lowd, Paul Yates.*

Also Present: *Chris Hall (Town Administrator); Jessica Westhaver (Deputy Treasurer); Phil Averill, Sandee Brackett, Charles Hanson, Karl McLetchie, Kris Poland.*

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 Lowd, seconded by Hanna, to accept the Minutes of the Selectmen's meetings of May 30th, with a correction requested by Hall of specifying the 2018 mil rate at \$6.25 per \$100,000, not \$625. Motion passed 3 – 0.

Selectmen signed the Code of Ethics and Code of Conduct for elected and appointed municipal officials, adopted on May 16th.

Old Business:

New Server for Town Office: Jessica Westhaver presented an analysis of bids to supply the Town Office with a new server. Following her recommendation, it was moved by Lowd and seconded by Yates to accept the bid from Osman Page, LLC of Boothbay Harbor, totaling \$9,879.30, including a service plan for the balance of 2018. Motion carried, 3 – 0.

Bristol Mills Dam and Fish Passage: Joe McLean, of Wright-Pierce Engineers, presented his findings on a pool-and-weir fish passage design as an alternative to the Denil or double Denil fish ladders considered in their 2017 work for the Bristol Mills Dam Advisory Committee. There is sufficient space on town-owned land for such a design, which could take up twice the space of a Denil ladder, according to the survey undertaken by Gartley & Dorsky.

The cost of a pool-and-weir design would fall on a sliding scale driven by the size of its pools – itself a function of how much of the total river flow was to be passed through the ladder, instead of over the dam. He presented a design sufficient to take the great majority of the river flow under normal conditions, with pools 10 feet by 15 feet instead of the 6.5 feet diameter at Damariscotta Mills. Such a design could cost over a million dollars. Smaller pools would cost much less. In response to a comparison with the Damariscotta Mills ladder's cost of around \$1 million for four times the number of pools, McLean noted that at Damariscotta Mills the ladder is one of three channels for downstream water flow. His tentative design has pools some three to three-and-a-half times the volume of those at Damariscotta Mills. It was suggested that the US Fish and Wildlife Service, which had consulted on the Damariscotta Mills design, be approached for a discussion on how much flow would be optimal for fish passage at Bristol Mills. Hall indicated that the contractor who built the Damariscotta Mills ladder, Becker construction, is planning to attend the public hearing on June 20th. Hanna noted that any further work on design alternatives should wait until the Town has voted on July 24th.

Hall indicated that he had asked the School to hold the availability of the gymnasium for the hearing on June 20th, and Selectmen agreed that the hearing should be held there to accommodate the expected numbers.

Fish Committee: Karl McLetchie, chair of the Fish Committee, joined the Selectmen. He had requested time on the agenda to discuss responsibilities for maintaining water levels at the Dam during fish passage season. The final numbers for fish passing the ladder are not calculated, but it appears to be a record season.

Hall noted that the Committee has no formal charge since its original purpose of regulating the alewife harvest ended with the moratorium on harvesting. He presented a draft charge for consideration by the Selectmen and the Fish Committee which would outline its responsibility for maintenance and operation of the fish ladder, and a role in advising the Town of the needed water level during times of upstream and downstream fish passage. Hanna noted that it is appropriate for the Town's Highways Department to continue to operate the boards, under direction from the Selectmen, but the Committee's input is important at times of fish migration.

McLetchie asked for increased communication with the Town on water levels. Hall agreed but pointed out that, conversely, the Committee has a responsibility to inform the Town Office and the public of its activities.

There is one new applicant to join the Committee and there may be others as a result of a number of new fish count volunteers this year. Selectmen will return to the membership and charge issues after the conclusion of the migration.

Appointments to the Budget Committee: (Tabled on May 30th)

It was moved by Hanna, seconded by Yates, to move into executive Session pursuant to M.R.S. Title 1, chapter 13, section 405 (6) A, to consider the appointment of four new members to the Budget Committee. Motion passed 3 – 0, and Selectmen entered Executive Session at 7.55 pm.

Selectmen returned from the Executive Session at 8.05 pm. It was moved by Yates, seconded by Lowd, to appoint the following four people to serve for a three-year term on the Budget Committee, to end with the Annual Town Meeting in 2021:

- Sandra Brackett
- Paul DiMauro
- Paul Leeman III
- Karl McLetchie

Hanna thanked departing members for their service, and all the applicants for their willingness to serve the Town. He hoped that applicants who were not chosen this year would let their applications stay on file for consideration in 2019.

The 2018 Tax Assessment Warrant, incorporating the mil rate of 0.00625, was signed by Selectmen.

New Business:

Tax acquired properties:

Hall presented a Release Deed for a property on which a Purchase and Sale agreement to pay outstanding taxes had been completed in full. It was moved by Lowd, seconded by Yates, to sign a Release Deed to W & A Construction on property at Map 11C, lot 7A, and to record such at the Lincoln County Registry of Deeds. Motion carried 3 - 0.

A second property is awaiting a response from the former owner, who has been given a month to respond to a final calculation of amounts owed that must be repaid to redeem the property.

In a third case, Hall reported that efforts to trace the former owners or their heirs have been unsuccessful, and he asked approval to move ahead with advertising the property on Guilfoil Lane for sale. It was moved by Yates, seconded by Lowd, to advertise the property at Map 002A, lot 1B, for sale by sealed bid. This was approved 3 - 0.

Pemaquid Beach Snack Bar: A new lease which had been approved by the Parks Commissioners on June 5th was presented to the Selectmen for approval. It was moved by Yates, seconded by Hanna, to sign the Lease Agreement with Warren Busteed covering lease and operation of the Snack Bar for the 2018 season. Motion passed 3 – 0, and Selectmen signed the lease.

Regular Business:

BETE: The Business Equipment Tax Exemption (BETE) application by Masters Machine was reviewed and signed.

Liquor License: It was moved by Yates, seconded by Lowd, to approve the renewal of the Liquor License for B.J. Russell at King Ro Market. Motion passed 3 – 0, and Selectmen signed their approval of the application.

Building Permit: Selectmen reviewed and approved one Building Permit for property at Map 007, lot 010.

Hall presented revenue and expense reports for the first 5 months of the year for the Town Office and Fire Department, the Parks and Recreation Department, and the Code Enforcement Office.

Selectmen reviewed and signed Warrants for the Town, Bristol Fire & Rescue, Parks & Recreation Commission, and the Bristol/South Bristol Transfer Station.

Correspondence received:

Sundog Solar, LLC, had communicated a final plan for the layout of the solar array at the Town Garage property.

Public comments:

There were no public comments.

Chair Hanna gave notice of the following Public Meetings:

- | |
|--|
| <ul style="list-style-type: none">• State Primary Election and referendum: Tuesday, June 12th, 8 am to 8 pm |
|--|
- Parks & Recreation Commission, Tuesday June 12th, 6 pm at the Ellingwood Information Center
 - Budget Committee: Meeting to consider Article 4 of the Special Town Meeting Warrant, Wednesday, June 13th, 7 pm at the Bristol Town Office.
 - School Board: Special information meeting on new ballfield proposal, Wednesday, June 20th, 5 pm in the Bristol Consolidated School library.
 - Lincoln County Regional Planning Commission, Annual Meeting, at the 1812 Farm in Bristol Mills, Tuesday June 19th, 5 pm to 8 pm.
 - Selectmen: Public Hearing on the Special Town Meeting Warrant, Wednesday, June 20th, 7 pm at the Bristol Town Office; regular meeting, Wednesday, June 27th, also at the Town Office at 7 pm.
 - Planning Board: Thursday, June 21st, 7 pm at the Town Office

It was moved by Lowd, seconded by Hanna, to adjourn. Motion passed, 3–0, at 8.48 pm.

Respectfully submitted,
Chris Hall
Town Administrator