



**Selectmen's Meeting
September 5th, 2018
MINUTES**

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

Also Present: *Chris Hall (Town Administrator); Bill Benner; Sandee Brackett; Jay Crooker; Rob Davidson; Charles Hanson; Seymour Kagan; Neal Kimball; David Kolodin; Sandra Lane; Rev. Chris Leighton; Kristine Poland; Rick 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 Yates, to accept the Minutes of the Selectmen's meeting of August 15th. Motion passed 3 – 0.

New Business

Samoset Monument, New Harbor: Chris Leighton and Seymour Kagan, neighbors on Monument Lane, requested the Town to remove vegetation encroaching on the monument which, they noted, is a tribute to an important figure in Bristol's history. It may also be appropriate to set additional gravel around the monument to level to immediate surrounds. They will be willing to fund and do work to place appropriate plantings of flowers and shrubs on the site and to explore the possibility of replicating the (now-fading) 110-year-old monument with a new bronze (or similar) plaque. Selectmen expressed their gratitude and noted that the Highway Department will work on this as requested.

Town radios: Neal Kimball and Chief Paul Leeman, Jr., presented their projections of needs for new radios and transmitters in the light of the impending change-over of the Lincoln County Emergency Services to all-digital radios. They noted that the Town's radio use includes the school and its contracted buses; the Highway Department; the snowplowing contractor; and the Parks and Recreation Department, as well as the Fire and EMS services. Chief Leeman believed that commonality and interoperability of the Town's different radios and frequencies will be a major advantage.

Kimball and Leeman recommended a phased transition to digital radios throughout, and estimated the costs at around \$550 per unit, plus \$2,500 or so per repeater, for a total of \$15,000 to \$17,000, not including what a contractor like O.W. Holmes would have to invest. Additionally, the Town should be prepared to construct a new tower in perhaps 5 years, offering central coverage of the entire peninsula, instead of the piecemeal system of towers and repeaters that has been built up over time. Finally, there will need to be changes in the licenses the Town holds from the FCC, requiring use of a specialized agent to complete the paperwork such as RCM.

Kimball warned that the frequency currently used by the school to talk to the buses would need to be released to the plowing contractor from November. School Board chair David Kolodin agreed to take this back to the School Board and AOS 93.

Leeman noted that Bristol has the good fortune at present to have two 'superclean' frequencies: frequencies that can be heard without interference from Boston to Canada. These may be able to be traded for other frequencies to the advantage of the Town, as we do not need to be heard over a wide area.

It was moved by Hanna, seconded by Yates, to authorize Neal Kimball to investigate the availability of digital frequencies, using RCM as the Town's agent; and to expend up to \$2,500 from the Town Expense budget to reimburse RCM.

Hall was directed to get paperwork ready for the Selectmen and School Board to sign.

Access to Pemaquid Harbor: both the Town Office and the Parks and Recreation office had been approached by neighbors regarding improving pedestrian access to the shore on the Town's public use lot on Pemaquid Harbor Road. Yates warned against encouraging the use of that lot for the launching of watercraft, and from the floor Benner suggested that the covenants in the deed of gift of the land should be reviewed. Hall will try to determine what restrictions these might place on the property.

Emergency spending authority: Chief Paul Leeman, Jr., reported an event the previous weekend where he had needed to contract for debris removal to clear a town road when the Highway Department crew was not available. The Town Administrator did not receive his message for two hours, and in that time he had taken the initiative to hire a contractor to open the road. He noted that he does have specific authority to incur costs from the Town (as opposed to the Fire and Rescue) budget and asked the Selectmen to grant him limited authority to spend Town funds in emergency situations.

It was moved by Lowd, seconded by Yates, to give the Fire Chief authority to commit Town highway funds up to \$500 per event in case of emergency need. Motion carried, 3 – 0. The Chief thanked the Selectmen and noted that in most cases, depending on the time of day and week, he would still first contact the Highway Department for assistance and so notify the Town Administrator.

Old Business

Capital projects:

Bristol Mills Dam and Fish Passage: A preliminary design for a pool-and-weir type fish ladder had been prepared by Curt Orvis, which was reviewed by Selectmen and interested members of the public present and was well received. It was moved by Lowd, seconded by Yates, to approve the conceptual design and to move ahead with detailed drawings for permitting, using Curtis Orvis, and with Gartley & Dorsky as the local surveyor, based on satisfaction with that firm's preliminary survey completed in June.

Motion passed 3 – 0.

Hall will request Gartley & Dorsky to conduct a more detailed bathymetric study of the stream bed immediately downstream of the dam, including identifying areas of rock that may have to be removed to facilitate downstream migration and to build up an entrance pool for the foot of the fish ladder.

Jay Crooker, from the floor, asked whether there will be a mechanism for consultation with the Fish Committee and other stakeholders, and also whether there would be the possibility of bringing in volunteer help in the construction phase. With regard to the former, Hall offered to convene a group of stakeholders, including representatives of the Fish Committee, Parks and Recreation, Fire Department, and abutters, for regular discussions of progress and to seek feedback and advice. Regarding volunteer contributions during the construction phase, the option for this will be included in the Request for Proposals when the job is put out to bid.

School Ballfield: At the request of Rob Davidson, David Kolodin (chair of the School Board) and the Town Administrator outlined the status of this project. Davidson questioned whether it was right to move ahead with a contract for Nathan Northrup, Inc., to clear the land of trees, without completing the job by stump clearing, and without the Town having voted to progress with the project. Hall noted that the School Board had the ability to act by vote of the 2018 Town Meeting authorizing them to expend grants. There was discussion of whether the clearance of the land was needed to get a better estimate of the amount of earthmoving required, and therefore more

accurate bids from contractors for the main part of the work, but Hanna thought it would be wise to delay the work until the Town has a chance to vote. He asked Kolodin to ask Nathan Northrup to hold their contract price until after the March Town Meeting, and to delay the clearance.

[Note: Northrup subsequently agreed to hold their bid price through March, 2019.]

Update on Parks Facebook page:

Sandee Brackett asked to revisit the previously discussed transfer of the Pemaquid Beach Park Facebook page, which she had developed at her expense, to the Town. She had requested market value payment of \$250 for the page, but she had also requested changes in the Parks and Recreation Commission's minutes for certain meetings in which her name had been mentioned, and for which she believed she had been mischaracterized. She had received similar payment for the Lighthouse Park Facebook page. A check for this amount had been cut and sent to her, but Hall had notified her that the check was being cancelled once he learned that the transfer was on hold, as changes to the minutes had been rejected by the Parks Commissioners. From the floor, Kristine Poland stated that while changes to minutes may be difficult once those minutes are adopted, nevertheless an apology from the Commission would be in order and might be an appropriate way to close the matter and allow the transfer of the Facebook page to move forward. Hanna agreed to speak with the chair of the Parks Commission on his return from vacation to see if the Commissioners would consider this approach.

Regular Business:

Selectmen reviewed and approved building permit applications for Map 002-A, lot 046; Map 004, lot 87-E-4; Map 004, lot 156; Map 007, lot 108; Map 030, lot 007-1-A.

Selectmen reviewed and signed two applications for acceptance into the Tree Growth program, covering lots at Map 002, lot 97-A and Map 009, lot 027-A.

Selectmen also reviewed one Abatement Warrant. It was moved by Lowd, seconded by Yates, to approve Abatement Warrant Number 2018-009. Motion carried, 3 – 0.

Selectmen reviewed the cash flow and expenses for the eight months ending August 31, 2018, for the Town Office; Code Enforcement; and Parks and Recreation.

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

There were no public comments.

Chair Hanna gave notice of forthcoming meetings as follows:

- Planning Board: Thursday, September 6th, 7 pm at the Bristol Town Office.
- Parks and Recreation Commission: Tuesday, September 18th, 6 pm at the Ellingwood Information Center.
- Selectmen: Wednesday, September 19th, 7 pm at the Town Office.

The Board then adjourned at 9.14 pm.

Respectfully submitted,
Chris Hall
Town Administrator