



**Selectmen's Meeting
October 18th, 2017
MINUTES**

Selectmen Present: *Chad Hanna, Harry Lowd III, Paul Yates*
Also Present: *Chris Hall (Town Administrator); Clyde Pendleton, Laurie Mahan, Sandra Lane (Parks and Recreation Commissioners); Lara Sargent (Parks Director); Paul Leeman Jr. (Fire Chief); Claire Enterline (chair, Bristol Mills Dam Advisory Committee).*

Selectmen were called to order by chair Hanna at 7.00 pm, followed by the Pledge of Allegiance.

It was moved by Lowd, seconded by Yates, to approve the minutes of the meeting of October 4th. Passed 3 – 0.

Matters Referred from Other Town Bodies:

Parks and Recreation Commission:

- Safety at Lighthouse Park rocks: the Commissioners presented ideas for increasing awareness of the dangers of high surf at the Lighthouse Park. In discussion, Yates proposed that the Commissioners consider adding permanent fencing, as at the Portland Head Lighthouse. The desirability of having a Constable available for patrol on storm days was discussed, and Selectmen noted that the role of Constable needed to be discussed at a later time. Selectmen approved the Commissioners' suggested measures, which were:
 - Red danger tape instead of yellow caution tape;
 - Written warnings in the new Lighthouse Park brochure
 - Caution cards to be handed out on entry on storm days
 - A Wall of Stories of people lost or injured;
 - New and more explicit warning signs;
 - Monitoring National Weather service high surf alerts.
- Waste wood disposal at Beach Park: this is an issue because of complaints from an abutter to the ballfield at the park. Selectmen agreed to request a waiver of dumping fees at the Bristol-South Bristol transfer station, and report back. In the event that South Bristol Selectmen do not agree to this,

the Commissioners must either budget for dump fees or locate another site for the burn pile away from abutting properties.

Bristol Mills Dam Advisory Committee:

- The Committee's chair, Claire Enterline, reported to the Selectmen that the draft final report from engineers Wright-Pierce is expected by Friday, and wished to discuss how to present the report to the community and solicit feedback. In particular, she questioned whether the Selectmen, or the Committee should hold public hearings. Lowd suggested that the precedent of the Wind Power Committee was appropriate, with the Committee being responsible for public hearings and informational meetings. Hanna believed it is unavoidable that there will be many 'late-comers' becoming aware of the issues at a late date, and the Committee must do all it can to publicize the report. The report will be posted on the Town's web site and Hall can arrange for a special presentation on Public Access Television if desired by the Committee.

Bristol Fire and Rescue:

- Selectmen reviewed the responses to letters notifying property owners of the proposed name changes to South Side and Landing Roads. These were uniformly favorable. It was proposed by Yates, seconded by Lowd, to change the name 'South Side Road' to 'Southside Road'; and to change 'Landing Road' to 'Round Pond Landing Road.' Passed 3 – 0. Administrator Hall was directed to so notify the residents and property owners, post offices, and the E-911 system.

Code Enforcement:

- The Code Enforcement Officer reported, via the Town Administrator, on recent cases where the commercial building permit fee of \$0.25 per square foot seemed inappropriate and disproportionate: unheated storage buildings, and agricultural cold frames. It was moved by Lowd, seconded by Yates, to accept the CEO's proposal to add two additional categories in the schedule of fees for Building Permits in the Town's Land Use Ordinance: (i) Under 'Commercial or Industrial, the sub-category of 'Unheated commercial storage buildings,' at \$0.15 per square foot; (ii) a new category of 'Temporary unheated agricultural structures,' \$ 0.05 per square foot. Passed 3 – 0.

Old Business:

Town generation of solar power (tabled from October 4):

- Sundog Solar had suggested an arrangement whereby the Town could lock in current pricing for solar panels, ahead of the expected price rise on the imposition of tariffs in the coming months. They presented a Memorandum of Understanding which included payment of a (fully refundable) deposit from the Town in order to purchase the panels; they

asked for \$10,000, which would be paid back if the Town voted not to proceed, or used as a credit if the Town did proceed with the proposed solar development.

Selectmen discussed where this money might come from, given that the only account with enough flexibility might be the 'Contingency' budget line of \$20,000. This amount may well be needed to cover budget line overruns at year-end, making Selectmen reluctant to risk using that account. In the light of this, although there was no disagreement with the other terms outlined in the proposed Memorandum of Understanding, it was thought best not to proceed with it as worded.

Selectmen agreed that it was best to accept the potential downside risk of cost increases, and wait to agree a final cost proposal with Sundog shortly before the March Town Meeting. It was proposed by Lowd, seconded by Yates, to place a Power Purchase Agreement contract with Sundog Solar on the Warrant for the 2018 Town Meeting, the terms of such contract to be finalized in time for the Budget Committee.

New Business:

Administrator Hall asked for guidance on the 2018 budget process. This has already begun, to a degree, with the Town Clerk notifying non-profit agencies of the opportunity to collect signatures at the election on November 8th.

There followed discussion of the potential capital expenditures in excess of \$10,000 that are foreseen by each department in the Town in the next several years. Hall agreed to prepare a list of such needs, and present it to the next Selectmen's meeting for discussion and prioritizing.

Hanna noted that it is important to get the Auditors' work completed as soon as possible, so as to finalize the fund balances and surplus available, and avoid delay the work of the Budget Committee.

Regular business:

Building Permit Applications:

Six applications were approved: Map 4,C, Lot 002; Map 010, Lot 013; Map 010, Lot 021; Map 011C, Lot 005-E; Map 029, Lot 005; Map 031, Lot 072.

Requests for Abatements:

Hall reported that while seven abatement requests are in the pipeline, he had not yet received the recommendations back from the Assessors.

Catering permit application:

An application was approved from New Harbor Entertainment LLC for an event at the Chamberlain House B&B.

Rental management agreement:

Selectmen reviewed and signed a Seasonal Rental Agreement with Newcastle Square Realty for the advertising and management of letting the Lighthouse Apartment in 2018.

Warrants:

Selectmen reviewed and signed payroll and account payable warrants for the Town Office, Parks and Recreation, Fire and Rescue and the School.

Communications received:

MDoT informed the Town of their 2018 paving schedule, which includes Route 130 from the intersection of Route 32 south to the Lighthouse entrance; Harrington Road; Snowball Hill Road, and Huddle Road.

Charter Communications, the parent of Spectrum / TimeWarner cable system, notified the Town of its intent to require Spectrum-supplied decoders at all subscribers as the signals would henceforth be encoded. They also supplied a list of intended changes to channel numbering. It was noted with surprise and shock that Channel 7, on which the Selectmen's meetings are broadcast, will be re-numbered channel 1301. Selectmen agreed to send a letter of protest to Charter, and asked Hall to draft such a letter for signature.

There were no public comments.

Notice of forthcoming public meetings:

Notice was given of the following forthcoming meetings:

- Planning Board, Thursday, October 19, 7 pm – Town Hall
- Bristol Mills Dam Advisory Committee, Tuesday, Oct. 24th at 6 pm - Town Hall
- Selectmen, Wednesday, Nov. 1st, 7 pm – Town Hall
- Shellfish Committee, Monday, November 6th, 6 pm – Town Hall
- Parks and Recreation Commission, Tuesday, November 7th, 6 pm – Ellingwood Information Center

Motion to adjourn, at 8.55 pm: proposed Lowd, seconded Hanna, carried 3 – 0.