



**Selectmen's Meeting  
December 6<sup>th</sup>, 2017  
MINUTES**

Selectmen Present: *Chad Hanna, Paul Yates*

Apologies: *Terry Lowd*

Also Present: *Chris Hall (Town Administrator); Kristine Poland (honoree, Spirit of America Award); Jeff Howell and Kipp Johnson (Pemaquid Trail Association); Belinda Osier and Chuck Rand (Old Bristol Historical Society); Slade Moore and Rick Poland (Fish Committee); Claire Enterline (Bristol Mills Dam Advisory Committee); Alex Beaudet; Brittany Cicchetti; Sandra Brackett; Gordon Benner.*

The meeting was called to order by chair Hanna at 7.04 pm, followed by the Pledge of Allegiance.

It was moved by Yates, seconded by Hanna, to approve the minutes of the meeting of November 15<sup>th</sup>. Passed 2 – 0.

Chair Hanna welcomed Kristine Poland, retired Town Administrator and recipient of a Spirit of America Award for 2017. Hall and Hanna made remarks thanking her for her service to the Town over almost 15 years, and Hanna presented the award certificate on behalf of the Lincoln County Commissioners and the Spirit of America Foundation.

**New Business:**

Old Bristol Historical Society: Belinda Osier and Chuck Rand, co-chairs of the Society, presented two requests to the Town.

The Society had received bids for the protective framing of the large-scale 1850 map of the Town in their possession. The lowest bid was for \$1,005.50. The Society proposed to share that cost 50-50 with the Town in return for the permanent loan of the map for display in the Town Hall. Administrator Hall expressed his belief that this expense could be found from the 2018 Town Office Expense line in the General Government budget. Selectmen expressed their appreciation of the offer to the Society.

The Society also wished to move forward with the idea of a secure (weather- and fire-proof) storage safe or other facility for the historic records held by the Town,

the Society, and potentially other bodies in the Town. Their intent is to seek grant funding for such a facility, which (depending on the size needed) might be housed at the Town Office or at the Society's headquarters. To secure grants, they believed that an inventory of the records by a professional archivist is needed. Such an inventory has been compiled by the Society of its holdings. They requested that the Town appropriate \$1,000 to secure such an inventory of the holdings in the Town Hall. Selectmen agreed to consider placing such a sum in the Town Office budget for review by the Budget Committee and the Town Meeting in March 2018.

Pemaquid Trail Association: Jeff Howell and Kipp Johnson of the Association, which represents property owners and residents of the Pemaquid Trail development, requested that the Selectmen reduce the speed limit on the Trail from 25 to 20 miles per hour.

Chair Hanna indicated that the proper course is for the Town to request a Speed Zone Review from the Maine DoT. Administrator Hall will contact MDoT's Dave Allen with such a request.

#### **Matters Referred from Other Town Bodies:**

Bristol Fire and Rescue: Hall presented a memorandum detailing BF&R's intent to request moving to a full-time Fire Chief in the 2018 budget. He proposed, on behalf of BF&R, that a small working group be established to report to selectmen on the following questions, in time for consideration of the proposed position in the 2018 budget:

- (1) The job description of the position;
- (2) Salary and benefit packages in comparable towns;
- (3) The method of hiring for such a position.

Selectmen agreed that Hall might convene such a group, including representatives of the Fire & Rescue and First Responders; Town Office and Parks staff; and a member of the Budget Committee. Hall will report back by the second Selectboard meeting in January.

Bristol Dam Advisory Committee: The Committee's chair, Claire Enterline, reported on three matters arising from the Committee's work, which is now drawing to a close.

- (a) The Committee expressed concern about the safety of Town employees and/or volunteers operating the boards on the dam. It was agreed as an interim measure to acquire a safety restraint line and harnesses for operators, pending a decision on installation of new boards that could be controlled from shore.
- (b) The grant funding available from The Nature Conservancy had now been fully used, and Wright-Pierce estimate that an additional \$4,100 would be

needed for them to complete their work. Enterline asked that this sum be considered in the budget discussions in case The Nature Conservancy would not extend their grant.

- (c) Enterline referred to the petitions now circulating in the Town regarding the future of the dam, and asked that the entire town be given a voice in the process. Hanna noted that if sufficient signatures are gathered and verified, Selectmen would have to act to place a question on the Town Meeting Warrant, but at present he felt it is premature to consider placing any question regarding the future of the dam on the Warrant. The Selectmen's present intention is to continue the practice of setting aside capital reserves for both fish ladder enhancement and dam repair, and this would likely appear on the 2018 Warrant.

Enterline noted that the Committee will meet again in early January to review a revised, hopefully final draft of the Wright-Pierce report, which will then be published along with an Executive Summary for consideration at a Public Hearing. She requested that selectmen would attend the Hearing.

Parks and Recreation: Hall noted, for Selectmen's information, that Parks Director Lara Sargent had secured a \$10,000 grant from the Morton-Kelly Charitable Trust of Portland to cover part of the costs of re-roofing the Lighthouse Keeper's house (the Fishermen's Museum). He noted that he is working with Parks to get combined bids on that work and on re-roofing the Harrington Meeting House where, as noted in the meeting of 11/15/17, the Pemaquid Historical Society were prepared to pay 50% of the costs of that new roof.

Shellfish Committee: Hall brought to selectmen's attention revised rules for Shellfish Harvester licenses that the Committee is introducing, under guidance from Maine DMR. It will now be possible for harvesters to "buy out" of their conservation activity obligations by paying an additional fee.

Committee appointments: Selectmen made the following appointments to Town committees:

Budget Committee: Sara McCorkle and Kristine Poland, for three-year terms though the Town Meeting in March 2020.

Fish Committee: Karl McLetchie and Jay Crooker, to serve until the conclusion of the 2018 annual Town Meeting, with the option of reappointment thereafter.

Fish Committee: Slade Moore had requested that the Fish Committee report on the work of the Committee in 2017, and Administrator Hall apologized for the oversight in not placing this on tonight's agenda. Hanna asked that this item be taken next.

Moore reported that between 160 and 180 volunteer hours had been put in during 2017, mostly by the two members of the Committee but with several occasional helpers. About 6 more hours will be needed to dismantle the fishway chute for winter.

He noted that 2 or 3 three times each year, the Committee would kayak the length of the river from Biscay Pond to Pemaquid Falls, breaching beaver dams to allow fish passage and removing other obstructions. There are between 10 and 12 chronic blockage points that need clearing each year. Other work by the Committee includes installing and maintaining the leader for the fish ladder.

Moore asked about insurance coverage for the Committee's volunteers. Hall indicated that volunteers are covered by the Town's MMA Volunteer Insurance, and he will communicate the names of the new Committee members to MMA.

Moore requested a modification to the Fish Committee's annual request to the Town in the 2018 warrant, to allow the purchase of new chest waders for members at an estimated cost of \$250 each. Hall noted that there remains an unspent balance in the 2017 budget of \$788.48 at 11/30/2017; this can be used for purchases in the current year, or it could be carried over and a further \$1,000 appropriated as in past years.

The Committee wished also to request that the Town remove debris near the Partridge Bridge, left from its beaver clearance work. Moore will get an estimate for the removal and disposal.

The chair allowed public comments at this point, in response to a request from A. Beaudet. He expressed concern that only one option (dam retention) was being campaigned for, and also expressed his belief that it is improper for Town officials (from the Fire Department) to petition Selectmen, or publicly express opinions in support of retaining fire protection water supplies. He wished to start a petition in favor of dam removal and asked if electronic petitions are acceptable.

Chair Hanna replied that the Town's practice is to accept only physical signatures, from Town residents, which can be verified by the Town Clerk. The question of whether electronic signatures can be acceptable under state law was referred to the Town Clerk.

S. Moore said that he, too, though it wrong for the Fire Department to petition to retain the dam. He asked if Selectmen have made up their minds about the dam already. Hanna and Yates both expressed their position that any person or body has the right of petition. The Selectmen have made no change of course with regard to the dam, which at present remains to set aside money for future work on both the dam and the fish passage. Active projects have been tabled pending the study done by the Dam Committee, but Hanna noted that its work is only a

study, not designed to make recommendations. Selectmen and the Town Meeting will decide on appropriate actions in due course. In response to a further question, Hanna noted that personal Facebook pages are not under the control of the Town.

Beaudet then stated that he had received a comment to the effect that “you wouldn’t want your house to burn down.” He did not take this as a reference to fire protection water but rather as an implied personal threat.

Moore asked if a secret ballot could be conducted on the future of the dam, to avoid any person being intimidated at an open vote. Hanna noted that any voter can make a motion at the Town Meeting for a written ballot.

Hanna summed up by noting that in small town politics, emotions can be high; in this case, it was regrettable as the Dam Committee is not tasked with making recommendations about the future of fish passage; he repeated, its purpose is to gather information on the river and the consequences of alternative options for the dam and fish passage, balancing the four desiderate of protecting upstream water levels; fire protection water availability; provision for recreational swimming; and fish passage.

### **Old Business:**

Pemaquid Lighthouse: Hall presented a final version of a letter to the US Coast Guard regarding the Pemaquid Lighthouse, for signature by the Selectmen.

Relief of the Poor Fund: Hanna asked that the resolution of 11/15/17, authorizing \$150 from the Combined Trust Funds to assist with a winter plumbing shut-down, be revised in the light of work actually done amounting to \$400. It was moved by Hanna, Seconded by Yates, to authorize plumbing contract work totaling \$400 to be reimbursed from the Combined Trust Funds account. Passed 2 – 0.

### **Regular business:**

Tax abatements: Eight tax abatements applications were reviewed. Following recommendations from the assessors, four were approved based on new information provided, and four declined.

Warrants: Selectmen reviewed and signed payroll and account payable warrants for the Town Office, Parks and Recreation, and Fire and Rescue, and the Bristol – South Bristol Transfer Station.

### Communications received:

The Department of Environmental Protection had notified the Town of their intent to renew the Hazardous Materials Handling Permit for

Masters Machine. The Town Administrator was asked to notify the DEP that the Selectmen have no objection to the renewal.

A thank-you letter was received from New Hope for Women, for the Town's 2017 appropriation.

Calderwood Engineering requested the signature of an application to the Corps of Engineers for work in the Pemaquid River at the Varney Bridge on Redonnett Mill Road, where scouring remediation is planned in 2018. This was signed for the Town by Selectman Yates.

There were no further public comments.

### **Executive Session**

Pursuant to M.R.S.A. title 1, § 405, Hanna proposed and Yates seconded a motion to enter Executive Session to discuss personnel annual reviews. Motion passed, 2 – 0. The Board entered Executive Session at 8.59 pm.

At 9.11 pm the Selectmen returned from Executive Session. There was no action taken on matters discussed in Executive Session.

### **Notice of forthcoming public meetings:**

Notice was given of the following forthcoming meetings:

- School Board, Thursday, December 7<sup>th</sup>, Bristol Consolidated School, 5.30 pm
- Parks and Recreation Commission, Tuesday, November 19<sup>th</sup>, 6 pm – Ellingwood Park Information Center
- Selectmen, Wednesday, December 20<sup>th</sup>, 7 pm – Town Hall
- Planning Board, Thursday, December 21<sup>st</sup>, 7 pm (if required) – Town Hall

NOTE THAT THE TOWN OFFICE WILL BE CLOSED on Monday, December 25th (Christmas).

A motion to adjourn was proposed at 9.15 pm by Yates, seconded by Hanna, carried 2 – 0.

Respectfully submitted,  
Chris Hall  
Town Administrator