



**Selectmen's Meeting  
MINUTES  
Bristol Town Office, February 3<sup>rd</sup>, 2021**

*Selectmen Present: Chad Hanna, Kristine Poland, Paul Yates*

*Also Present: Chris Hall (Town Administrator); Jessica Westhaver (Treasurer); Candy Congdon (Lincoln County News); Rob Davidson; Chuck Hanson.*

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 Yates, seconded by Poland, to approve the Minutes of the meeting of January 27<sup>th</sup>. Motion passed, 3 - 0.

The Board reviewed the 2020 Audit letter and Audit Report from the Town's Auditor, William Brewer. The Audit letter expressed satisfaction with the findings as regards management, controls, and reserves.

The Board gave a final review to the Town Warrant, now including numbers for the School's Balance Carried. The sum of \$48,807.30 in the Balance Carried line of the school funding summary is in addition to such reserves as are covered by Article 13, allowing the carryforward of the FY 2020-21 Regular Instruction Reserve Fund for Unexpected Costs, and the statutorily permitted 3% carryforward at June 30, 2021.

It was moved by Poland seconded by Yates, to approve and sign the Warrant as presented. Motion passed, 3 - 0.

The Board then considered the matter of Public Hearings on the Warrant, tabled on January 27<sup>th</sup>. Poland stressed the importance of receiving questions in advance by email, both from Zoom attendees and in-person residents coming to the School. This would allow greater control of the hybrid Zoom/in-person meeting and allow time to get detailed answers. Hanna suggested two hearings on the same basis as the Budget committee: the first for Town and Fire and the second for Parks and School. Selectmen looked at the week of February 22, the first after due public notice can be given, and determined to hold the hearings on Monday 22<sup>nd</sup> and Wednesday 24<sup>th</sup>, both at 7 pm at the School and by Zoom.

Selectmen then reviewed the draft Selectmen's Report letter and Selectmen's Financials. It was moved by Poland, seconded by Yates, to adopt the Selectmen's Report and Financials as presented. Motion carried, 3 - 0.

Hall presented the names of five individuals he wished to nominate to serve on an *ad hoc* committee to review applications for the position of Fire Chief. These included three

representatives from the three fire houses in Bristol – Katie Corson, Breck Holliday and Tim Miller; and two residents with wide out-of-state experience in the fire service, Leon McCorkle and Joe Rose. From the floor, Davidson asked what the salary would be, to which the Board told him this would be determined in negotiation with the selected candidate based on their experience and qualifications.

Poland moved, seconded by Yates, to appoint the five nominees. Motion passed, 3 – 0.

### **Regular Business:**

General Assistance: Hall presented two requests for disbursements from the Worthy Poor Fund. The first was to purchase a further ten \$100 prepaid grocery cards for Reilly's Market, for distribution by Caring For Kids and/or the Congregational Church food pantry. The second was for a stove repair for a low-income household.

It was moved by Hanna, seconded by Yates, to approve the request for 10 x \$100 grocery cards. Motion passed, 3 – 0.

It was then moved by Hanna, seconded by Yates, to approve the sum of \$303.40, to be paid directly to the selected appliance repair company to repair the stove. Motion passed, 3 – 0.

Code Enforcement: Hall asked the Board a question from the Code Enforcement Officer, as to whether a second major solar array should be referred to the Planning Board for review. The proposed development is of a sufficient size, the Board felt, that it should receive a review even if there is no specific ordinance or other requirement for review. Hall will report this to the applicant, the Planning Board and Code Enforcement Officer.

January Financials: Selectmen reviewed and signed the January financials, check reconciliation and accounts balance. They then reviewed and signed Warrants for accounts receivable and payroll for the Town, Fire, Parks and Transfer Station.

Public Comments. From the floor, Hanson asked whether, in future, the Budget Committee could consider the summary Articles for School spending, as well as the School budget articles. Hanna noted that the Board will have a year in which to consider the issue.

The Chair gave notice of forthcoming Public Meetings as follows:

- Fish Committee, Thursday, February 4<sup>th</sup>, 5 pm at the Town Office
- Harbor Committee, Thursday, January 28<sup>th</sup>, 6 pm at the Town Office
- Parks and Recreation Commission, Tuesday, February 9<sup>th</sup>, 6 pm at Ellingwood Information Center.

It was moved by Hanna, seconded by Yates, to enter Executive Session pursuant to M.R.S. 1, chapter 13, section 405.C, to discuss a real estate matter. Motion passed, 3 – 0, and the Board entered Executive Session at 7.50 pm.

The Board left Executive Session at 8.05 pm, and Hanna made the motion, seconded by Poland, that the Board will not at this time proceed with a possible real estate

transaction adjacent to the New Harbor Town Landing. Motion passed, 3 – 0.

There being no further business, the Board adjourned at 8.04 pm.

Respectfully submitted,  
Chris Hall, Town Administrator