



**Selectmen's Meeting
March 20th, 2019
MINUTES**

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

Also Present: *Chris Hall (Town Administrator); Chuck Hanson; Pat Porter.*

The meeting was called to order by Chad Hanna, at 7:00 pm, followed by the Pledge of Allegiance.

Hanna was asked by Poland if he was willing to continue as Chair for another year. He stated his willingness, and he was then nominated by Yates, seconded by Poland, to serve through the March, 2020 Town Meeting. Motion carried, 2 – 0, Hanna abstaining.

Chair Hanna then welcomed Kristine Poland to the Board of Selectmen.

It was moved by Yates, seconded by Hanna, to accept the Minutes of the Board of Selectmen's Meetings of March 6th and March 13th. Motion passed 2 – 0, Poland abstaining.

New Business

Matter arising from Town Meeting: Administrator Hall reported one matter arising from the Town Meeting on March 19th. The Parks and Recreation Commissioners had expected to hold a straw poll on the design of the new Beach Pavilion, but after the discussion of the Pavilion the Moderator had continued to a vote on the Parks budget without the straw poll. The Commissioners sought guidance from the Selectmen on what additional steps would be appropriate to be sure that the Town is supportive of the proposed design.

From the floor Hanson stated his understanding that a Town poll to approve the final design had been intended by the Commissioners.

Selectmen discussed ways in which additional input could be given, while deferring to the Parks and Recreation Commissioners as a responsible elected body. The Commission's next public information meeting is scheduled for April 9, and Poland suggested this be held at the Town Office (instead of at Ellingwood Park) so that it could be broadcast on Lincoln County Television. Hall agreed to make that request of the Commissioners.

Hanna felt that the Parks Commission has a mandate to proceed with the project, based on the Town's vote on October 30, 2018, but agreed that they would be wise to seek as much public feedback as possible. He asked the Commission to consider options such as an online straw poll, but noted the need to set a cut-off date – perhaps the end of April – after which the design must be considered final and put out to bid.

It was noted that the final award of a contract will come to the Selectmen for approval under the Town's capital expense policy, as an expenditure over \$5,000.

The matter will be reviewed by Selectmen again once the design is finalized.

Annual Appointments: Selectmen reviewed the Town Clerk's list of annual appointments. Hall noted that the Budget Committee, the Fish Committee, and the proposed revival of the Bicycle/Pedestrian Plan Committee were not included. Hall intends to advertise for volunteers for the Budget Committee in the Lincoln County News.

From the floor, Hanson asked that the full list be read out for LCTV viewers and also appended to the Minutes. The Chair read the list.

It was moved by Poland, seconded by Yates, to accept the list as presented.

Motion passed, 3 – 0, and the selectmen signed the Appointments.

Compliance Manual for Work Safety. Hall believed it is time to update the Town Office's Compliance Manual for Work Safety, which was last updated six years ago. He proposed to engage Lynn Martin to do the work, which she had also done for the Town Office in 2013; he understood that she is at present working on updating the Fire and Rescue Department's Compliance Manual.

Selectmen agreed that this should be done. Yates asked that Hall ask Martin to also quote on updating the manuals of the Parks and Recreation Department and the Bristol / South Bristol Transfer Station, the latter subject to approval by its Board.

Old Business

Fish Ladder: Hall reported that a conference call with the DEP, the ladder's designer (Curtis Orvis) and Gartley & Dorsky (who are preparing the permit application) appeared to have resolved outstanding issues. After a couple of small modifications are submitted on the design of the foot of the ladder, Hall expects the permits to be granted for work this year.

Hall also reported that Becker Construction, which firm had served as General Contractor for the Damariscotta Mills fish ladder, would not be able to serve in such a capacity for Bristol this year, due to Mark Becker having family commitments elsewhere. He is, however, willing to assist the Town with introductions to the concrete and masonry contractors from the Damariscotta Mills project. Hall intended to meet next week with Gartley & Dorsky and Becker

Construction to determine if a General Contractor is needed, and if so whether Gartley & Dorsky can perform that role (and at what price).

DoT Paving of Route 130: The DoT had sent a request to Selectmen for a blanket authorization for overweight loads on Town roads in conjunction with the repaving. Hall also reported that the Town had the legal right to ask for a damages bond in case of damage to Town roads, but as it seemed unlikely that heavy equipment would have to use Town roads for this work, Selectmen agreed not to risk delaying things by asking for a bond. It was moved by Yates, seconded by Poland, to sign the Maine Department of Transportation's requested Authorization for over-weight equipment use of Town roads during the 2019 summer paving season. Motion passed, 3 – 0.

Matters Referred from Other Town Bodies:

Bristol Fire & Rescue: Chief Paul Leeman requested an increase in the credit limit for Bristol Fire & Rescue's Visa card, from \$1,000 to \$10,000. After discussion, it was moved by Poland, seconded by Yates, to sign a request to the bank for an increased credit limit in the amount of \$10,000. Motion passed, 3 – 0, and Selectmen signed a letter of authorization to the First National Bank.

Parks and Recreation: (i) Hall notified the Board of the new schedule of fees for weddings and other events at the Town's Parks, approved by the Commissioners on March 7th.

(ii) Parks requested that Selectmen sign a new lease for the Lighthouse Park gallery with the Pemaquid Group of Artists. Yates pointed out an inconsistency in the wording of the lease, whereby the cover page indicated electricity is included in the lease while the second page specifies a separate payment of \$340. The contract was referred back to Parks for clarification.

(iii) Parks also requested approval of lease renewal for the operations of the Beach Snack Shack for summer 2019. After review, Yates moved and Poland seconded a motion to sign the lease as presented. Motion passed, 3 – 0.

Regular Business:

Special Entertainment Permits were reviewed and signed for events at the 1812 Farm. Poland raised the possibility of Selectmen delegating their authority over Special Entertainment Permits to the Administrator, but this was not pursued.

Building permit applications were reviewed and approved for properties at Map 004-D, lot 018; Map 008, lot 042-A; and Map 017, lot 036.

Selectmen reviewed and signed the Warrants for payroll and accounts payable for the Town Office, Fire and Rescue, Parks and Recreation and the Bristol/South Bristol Transfer Station.

Under correspondence, Hall reported on his communications with Chief Nicholas of the Passamaquoddy Tribe, who is at Pemaquid Falls with a number of his people for the elver harvest due to open on March 22. Portable toilets and trash barrels are being provided as in previous years at the Town Landing, and this year also at the Pemaquid Mill parking lot, courtesy of the Damariscotta River Association. The Chief has been requested to guide overflow campers to the Mill parking lot once the Town Landing Road is full.

Hanna gave notice of forthcoming Public Meetings as follows:

- Parks and Recreation Commission: Thursday, March 21st, 6 pm at the Ellingwood Park Information Center
- Harbor Committee: Thursday, March 28th, 6 pm at the Town Hall
- Selectmen; workshop on Upper Round Pond Road bridge, Wednesday, March 27th, 7.00 pm; regular Board of Selectmen meeting, Wednesday, April 3rd, 7.00 pm, both meetings at the Town Hall
- Shellfish Committee, Monday, April 1st, 7.00 pm at the Town Hall
- Planning Board, Thursday, April 18th, 7 pm at the Town Hall

There being no further business, the meeting adjourned at 8.37 pm.

Respectfully submitted,
Chris Hall
Town Administrator