



Selectmen's Meeting
MINUTES – AMENDED ON May 20th, 2021
Bristol Town Office, May 5th, 2021

Selectmen Present: Chad Hanna, Kristine Poland, Paul Yates

Also Present: Chris Hall (Town Administrator); Jessica Westhaver (Treasurer); Clyde Pendleton, Laurie Mahan and Sandra Lane (Parks Commissioners); Scott Sutter (Fire Chief); Billy Roy (Knowles Industrial – by Zoom); Nettie Hoagland (Lincoln County News); Knight Coolidge; Chuck Hanson; Paul Leeman, Jr.; Joyce Jones; Isham and Mary Martin; Pat Porter; Rick Poland Jr.

The Board was called to order by Chair Hanna at 7.00 pm, followed by the Pledge of Allegiance.

Poland moved that the Minutes of April 21st be amended to note the presence of David Morse and to amend the description of the discussion of the opening of the fish ladder. The motion was seconded by Yates and passed, 3 – 0.

Report on Executive Session: Chair Hanna reported that the Board had met in Executive Session on Wednesday, April 28th, at 7 pm, to discuss personnel matters pursuant to M.R.S. Title 1, chapter 13, section 405.6.A. Hanna reported that no decisions had been reached but a further Executive Session would be held this night with the Parks and Recreation Commissioners at the end of the public session.

Old Business:

Street lights: The Board took up the Policy on Street Lights, tabled on April 28th. Hanna noted that, prior to the change from incandescent to LED lighting, the Town had no policy but he recalled no public complaints. In his view the dilemma is that the lights have been in place for many years; what objective criteria could be used for decisions on putting up or taking down a street light? His assumption is that they are where they are for public safety. Yates agreed, saying that they are essential for safety at intersections, and Poland added that any decision to remove any item of infrastructure is to start down a dangerous path requiring careful thought. She thought the Policy as now drafted gives Selectmen the option to make reasonable accommodation to affected residents: to install shields and a reduction to, say, 50% illumination. At 50% the light in Round Pond that is the subject of challenge is dim, and she wishes to also accommodate those who want the lights on.

Round Pond resident Joyce Jones read a letter requesting that the light be scheduled to be off after a certain hour, and in discussion was supported by her neighbor Knight Coolidge and by Mary and Isham Martin, who live adjacent to another Back Shore Road street light. Mr. Martin said it is preposterous that he can read by the light of his street light, and while he has the option of closing his drapes he does not think that should be

necessary in a village like Round Pond. Hanna agreed to review the brightness of the lights in question with a light meter and recommend changes as necessary.

Yates moved, seconded by Poland, to accept the Policy as drafted, subject to changing the word 'will' to 'may' in the passage now reading 'the Town *may* purchase and install shields.' Motion passed, 3 – 0, and Selectmen signed the Policy.

Bristol Mills Dam: Hanna reported that he had met with the engineer for Knowles Industrial, Billy Roy, on Friday April 30 at the dam, along with members of the Fish Committee, the Town Administrator and the Fire Chief. The imperative for the new structure is safety, as he can say from his own experience that it is unsafe to manipulate the boards as at present. The primary motivation for the bridge is safe access to the water controls, though allowing pedestrian access to the fish ladder is another benefit. He is satisfied with the design of the bridge and water control gates, and Knowles had agreed to a request from the Fish Committee's Rick Poland to retain the option of using wooden boards to retain additional water in times of drought. Hall noted that it is necessary to move the dry hydrant intake by about four feet, and there will be a meeting with members of the Fire Department next week to determine if that can be done by moving the intake to an angle 45% north from the present alignment, or whether a new base will have to be drilled.

It was moved by Hanna, seconded by Yates, to approve and sign the contract with Knowles Industrial to proceed with the work. Motion passed, 3 – 0.

Comprehensive Plan: The Board reviewed the minutes of the introductory meeting for members of the Committee held on April 27th. Hall suggested items for an agenda of the first business meeting of the Committee, to be held on Tuesday May 11th. This should include appointment of a Chair and Vice Chair; agreement on the number and subjects for Sub-Committees; discussion of the timing and format of meetings; and agreement on a process for creating a questionnaire as the first round of public input to the process.

Poland inquired about the Damariscotta Comprehensive Plan, referenced by Committee member Richard Francis. Hall said this 2014 Plan took a different format from Bristol's, with goals and aspirations up front in a relatively short Plan, but with the data and analysis required by the state in an extended Appendix. It had been accepted by the State and could be an alternative format for discussion.

Hanson had a number of questions, beginning with why he was not aware of the initial meeting. Hall noted that it had been the subject of Public Notice in the Lincoln County News, in the Bristol Notes newsletter, on the Town's web calendar and at the preceding Select Board. Hanson then asked if this was to be the Selectmen's Plan or Bristol's Plan, meaning the residents'. Hanna stated it is very much the residents' Plan, for which there will be a great deal of outreach seeking public input. Hanson then noted that School Board member Becky Cooper was appointed to the Committee; he asked if that was in her capacity as a member of the School Board. Poland replied that she, like all members, was appointed as a citizen and resident of Bristol. Finally Hanson asked whether the Committee had been given a formal Charge. Hanna said it had not, but had been asked to review and update the old Plan. His hope is that the revised and updated Plan will be able to gain state approval.

Job Descriptions: Poland asked that this item be tabled until May 19th for further study.

Broadband: Hall reported that the ConnectME grant application, for which the Board had previously signed a letter of support, had been sent in, requesting \$141,150. If successful this would allow coverage of 100% of Bristol residences by either cable or fiber-to-the-home for access to broadband internet service.

New Business:

Possible purchase of Town-owned land. Hall reported an approach from an abutter to purchase the Town-owned woodlot parcel at Map 007, lot 105, which had been accepted by the Town as a donation in 2011. The Board noted that any sale of land, other than tax-acquired property, would need to be approved by Town meeting; and any sale would have to be by sealed bid or similar fair process. This will be considered for a Warrant article for the March 2022 Town Meeting.

Pemaquid Beach Snack Shack: On May 4th the Parks and Recreation Commission had approved a contract and lease for food service at the Beach Park, with Tammy Legault (who had been manager of the snack shack under the previous contract, which had similar terms, prior to the Covid closure in 2020). Board approval of the contract was moved by Poland, seconded by Yates; motion passed 3 – 0 and Selectmen signed the contract.

Speed feedback sign trailer: Hall reported that Sean Hunter requested input from the Board on where to place the trailer in rotation this summer. He had heard indications that Benner Road, Southside Road, and Pemaquid Harbor Road residents would like the return of the trailer. Mahan, from the floor, said that it was a great aid to safety when it had previously been stationed on Pemaquid Harbor Road.

Regular Business:

A Blind Person Property Tax Exemption application was reviewed and approved for property at Map 009, lot 063.

Signs: An application to Maine DOT for two business directional signs was received from the Granite Hall Store. It was moved by Hanna, seconded by Poland, to approve the applications. Motion passed, 3 – 0.

Liquor License: An application had been received for a new Restaurant License from the Pemaquid Oyster Company, trading as The Hub. In line with past practice for new applications, the Board directed Hall to give Notice of a Public Hearing at the next Board meeting, on May 19th.

Ten building permit applications were reviewed and approved for work at Map 003, lot 093-C; Map 004, lot 136; Map 004, lot 195; Map 004-C, lot 027-A; Map 005, lot 023-A; Map 006, lot 024; Map 006, lot 076-B; Map 007, lot 124-A-3; Map 009, lot 052; and Map 010, lot 049-B.

Financials: Selectmen reviewed the four months' expenditures versus budget, the April check reconciliation, cash flow statement and Parks financials.

Warrants: Selectmen reviewed and approved Payroll and Accounts Payable Warrants for the Town, Bristol Fire and Rescue, Bristol Consolidated School, the Parks Department, and the Bristol – South Bristol Transfer Station.

Correspondence: Hall reported a letter had been received from the Bureau of Parks and Lands regarding the renewal of the submerged lands permit for Troy Benner's wharf and float in New Harbor. The Department proposed to renew a 30-year conveyance to Mr. Benner. The Board had no objection.

A letter was received from the Pemaquid Historical Association offering contribute \$3,300 as 50% of the expected cost of repainting two sides of the Harrington Meeting House. It was moved by Yates, seconded by Poland, to accept the donation and approve the work. Motion passed, 3 – 0.

A letter to the Selectmen had been received from Natasha Salvo, following up on the discussion regarding her mooring at the April 21st meeting. This will be copied to the Harbor Committee.

Public Comments: Poland asked when Hagar would perform the work on the Munro Bridge dry hydrant. Hall did not know, but reported that the permit for in-water work commences on July 15th.

Poland also noted that voices are too quiet on the LCTV showings of the Board's meetings, and asked where things stand on ordering new microphones. Treasurer Westhaver reported that the microphones specified by Dave Svens are back ordered, and if the delay continues she may look into alternative products.

Poland also inquired about the date of reopening the Town Office to walk-ins. Hall stated that this had been discussed among the Town staff. The last employee to receive a final dose of vaccine would be protected during the week of May 17th, which is when it is proposed to fully reopen the office. No appointments will be taken on May 13 and 14 when Town staff will be attending the virtual annual meeting and training of Maine Municipal Tax Collectors and Treasurers Association.

Poland next inquired about the previously discussed illumination of the Town Liberty Pole flag. Westhaver reported that she had in her car a small light that could work as an interim solution until a more powerful beam can be installed.

Lastly Poland referred to the discussion on April 21st regarding float storage, and asked if the Board wished to schedule a Public Hearing. Hanna proposed the next meeting of the board, on May 19th, and this date was acceptable to the Parks Commissioners. Hall was directed to give Public Notice.

Hanna asked Westhaver how the property tax billing is coming along. She answered that except for waiting on Maine Revenue Services for their ratio declaration, things are progressing well. There have been a great many properties requiring adjustment this year. She hoped that at the next meeting the Board would be able to discuss a mill rate and approve all exemptions.

The Chair gave notice of forthcoming Public Meetings as follows:

- Fish Committee, Thursday, May 6th, 5 pm at the fish ladder.
- Comprehensive Plan Review Committee, Tuesday May 11th, 7.00 pm at the Town Office

- Parks and Recreation Commission, Tuesday, May 18th, 5.30 pm at the Ellingwood Information Center
- Selectmen, Wednesday, May 19th, 7.00 pm at the Town Office

It was noted that Selectmen would attend the meeting of the Comprehensive Plan Committee on May 11th.

It was moved by Hanna, seconded by Yates, to enter into Executive Session to discuss a personnel matter with the Parks and Recreation Commission, subject to M.R.S. Title 1, chapter 13, section 405.6.A. Motion passed, 3 – 0, and the Board entered Executive Session at 9.03 pm.

The Board came out of Executive Session at 9.50 pm. Chair Hanna announced that Selectman Poland was directed to inquire with the Maine Municipal Association regarding the availability of a mediator for the purposes of a Town staff workshop.

There being no further business, the Board adjourned at 9.52 pm.

Respectfully submitted,

Chris Hall
Town Administrator