



**Selectmen's Meeting  
May 15<sup>th</sup>, 2019  
MINUTES**

Selectmen Present: *Chad Hanna, Paul Yates.*

Also Present: *Chris Hall (Town Administrator); Jessica Westhaver (Deputy Treasurer & Assessing Clerk); Candy Congdon (Lincoln County News); Chuck Hanson; Russ Guibord.*

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

It was moved by Yates, seconded by Hanna, to accept the Minutes of the Board of Selectmen's Meeting of May 1<sup>st</sup>. Motion passed 2 – 0.

**Matters arising from the Minutes:**

Hanna reported that he had met with Hagar Construction and was able to confirm that the work to be done under their low bid for gravel road work is consistent with the Town's expectations. He had therefore notified them of acceptance of their bid.

Hall reported that he had been in discussions with the organizers of the 2020 Maine Bicentennial tall ships event. He is pursuing the possibility of a historic replica ship, such as the *Godspeed*, being hosted at Colonial Pemaquid next July after the parade of tall ships in Casco Bay. The constraint will be the depth of water at low tide at the Contented Sole pier. This might be extended by the rental of an additional float. We will not know until the fall or winter what vessels might be available.

**New Business:**

The Town had received the 2019 County Tax assessment, totaling \$1,395,082.26. It was moved by Hanna, seconded by Yates, to sign acceptance of the 2019 County Tax Commitment. Motion passed, 2 – 0, and Selectmen signed the Commitment.

Mill rate: Hall requested that Deputy Treasurer and Deputy Clerk, Jessica Westhaver, present her calculations of the Tax commitment, possible now that the County Tax commitment is known. Hall noted that Jessica has been recognized by the Maine Town Clerks' Association as Lincoln County's Clerk of the year, for which she was congratulated by Selectmen.

Westhaver stressed that the Legislature has not yet determined the final rate for revenue sharing, so she recommended using the 2018 revenue sharing rate as a conservative approach; if the most generous rate (5%) is fully funded by the Appropriations Committee, it would only add approximately an additional \$30,000 to revenue. She also must update a couple of small items recently reviewed by the Assessors, which will not materially affect the taxes to be raised. Westhaver also initiated the discussion on selecting the current ratio. Maine Revenue has given us a ratio of 102% to market value. Towns are allowed to choose a ratio within 10% of this amount. The Selectmen agreed to stay at 100%, which is where the Town has been since the completion of the revaluation.

After reviewing Westhaver's worksheets, it was moved by Yates, seconded by Hanna, to set the mill rate for 2019 at 0.00675 mills (\$6.75 per \$1,000 of valuation), an increase of \$0.50 over 2018. Motion carried, 2 – 0. Hanna noted that all departments saw increases in their budgets, but the real driver of the increase is the unavoidable increase in the education budget driven by increased school enrolment. Planning for further increases in enrolment will be one of the subjects for discussion with the School Board on June 5<sup>th</sup>.

Hall reported that the Town's operating account is down to \$354,000. This will be replenished after the tax bills are mailed in the first week of June, but in order to avoid any delays to payments he requested approval of opening a line of credit with First National Bank, to be used only if needed. Interest would be payable at 2.73% on any balances drawn upon. It was moved by Hanna, seconded by Yates, to authorize the Town Administrator to open a Line of Credit for up to \$500,000. Motion carried, 2 – 0.

### **Old Business:**

#### Capital projects:

- (i) Russ Guibord reported on the status of the Liberty pole. The good news is that the mast will be delivered on Monday, May 20, from Boothbay Shipyard. The bad news is the continuing difficulty in drilling out the base of the old mast. He will try a new approach using potassium nitrate to try to burn out the stump of the old mast from its housing (a steel pipe embedded in four-foot-deep concrete.
- (ii) Hall is expecting an additional bid for geotech boring at the Bristol Mills Dam fish ladder; the bid received to date is \$6,400. The Town will use the Fish Ladder capital reserve fund for this, as for the gravel approach road work reported on earlier.
- (iii) Calderwood Engineering had scheduled a meeting with Hagar to conduct a final review of the Redonnett Mill Road Bridge, at 8 am on Friday May 17. Chair Hanna as Road Commissioner will try to attend.

#### Meeting with School Board:

Hall confirmed that the Board will attend the Selectmen's meeting on June 5<sup>th</sup>. He had discussed a possible agenda with the Board chair and submitted it for approval, so that the Board could be prepared. The draft agenda was approved for release to the School Board. The five agenda items are:

- The oversight role of the School Board;
- Academic achievement and test scores;
- The AOS93 Interlocal Agreement;
- Planning for increased enrollment; and,
- Hat additional support the School Board may need.

### **Appointments:**

#### Health Officer:

Hall reported with regret and appreciation for his services, the resignation of Nathan Powell as Health Officer. He nominated Fire Chief Paul Leeman Jr. to fill the unpaid position.

#### Appeals Board:

Due to the resignation of Jeanette Wordock, and the need for the Board to hear an appeal next week, Hall nominated Robert Davidson for appointment to the Appeals Board to serve for the remaining term of Ms. Wordock.

It was moved by Yates, seconded by Hanna, to appoint Chief Leeman as Health Officer and Robert Davidson to the Appeals Board. Motion passed, 2 – 0.

### **Regular Business:**

Selectmen's Financials: Hall presented Town financials in a slightly amended format. As of the current date, approximately 38% through the year, most accounts were well within the 38% target for spending. Hall identified those accounts where seasonality of spending caused a significant overage of the 38% figure.

Veterans and Veterans' Widows Exemptions: Jessica Westhaver had prepared nine new applications for property tax exemptions for Veterans, and three for Veterans' Widows. These were reviewed and signed by the Selectmen.

#### Code Enforcement Business:

- (i) Building permit applications were reviewed and approved for properties at Map 004, lot 087-A; Map 004, lot 133-E; Map 010, lot 061; 029; Map 011-A, lot 013-B; Map 028, lot 034-A; and Map 031, lot 072.
- (ii) A violation of the subsurface wastewater rules, previously reported to Selectmen and dating back several years, had now reached a point of noncompliance and refusal to communicate such that the CEO recommends levying a fine of \$100 per day, the minimum prescribed in law, effective May 31 after one final warning. Selectmen noted and approved the action.

A liquor license renewal application had been received from the Contented Sole. It was moved by Hanna, seconded by Yates, to approve the renewal. Motion passed, 2 – 0.

A Special Entertainment Permit was reviewed and approved for an event at the 1812 Farm.

Warrants: 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.

Correspondence:

A letter was received from the Census Bureau requesting assistance in updating the Census files of new residential construction. Hall proposed, and Selectmen agreed, to refer this to the Code Enforcement Officer. Westhaver noted that much of this information is available in TRIO.

Hanna gave notice of forthcoming Public Meetings as follows:

- Planning Board: Thursday, May 16<sup>th</sup>, 7 pm at the Town Hall
- Appeals Board, Tuesday, May 21<sup>st</sup>, 6 pm at the Town Office
- Harbor Committee: Thursday, May 23<sup>rd</sup>, 6 pm at the Town Hall
- School Board: Wednesday, June 5<sup>th</sup> 5.30 pm at the library of the Bristol Consolidated School, to be followed by joining the Selectmen at the Town Hall
- Selectmen: Wednesday, June 5<sup>th</sup>, 7 pm at the Town Hall

There being no further business, the meeting adjourned at 8.10 pm.

Respectfully submitted,  
Chris Hall  
Town Administrator