



**Selectmen's Meeting  
MINUTES  
Bristol Town Office, May 19<sup>th</sup>, 2021**

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

*Also Present: Chris Hall (Town Administrator); Jessica Westhaver (Treasurer); Clyde Pendleton (Parks Commissioner); Lara Decker (Park Director); Rachel Bizarro (Clerk); John Stolecki (Chair, Harbor Committee); Troy Benner, David Caron, Steve Hope, John Stotz and Rick Poland (members of the Harbor Committee); Deb Wilson and Mark Becker (Becker Construction); Peter Anderson (Natural Concepts, Inc.); Nettie Hoagland (Lincoln County News); Alex Beaudet; Jeffrey McKeen; Pat Porter.*

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 May 5<sup>th</sup> be accepted with the addition of Joyce Jones' name as present. The motion was seconded by Yates and passed, 3 – 0.

**Public Hearings**

Float Storage at Town Landings John Stolecki, for the Harbor Committee, reported on the discussions held at the Harbor Committee over the past five months and the difficulties caused by float storage on the town landings. The Harbormasters have no effective means of enforcement. He noted that he had not received complaints, although Poland had heard complaints regarding the Moxie Cove landing. Hanna noted that Moxie Cove may be a special case due to the apparent restrictions on the Deed granting the land to the Town. It is important to get the Town Attorney's opinion on this. Otherwise if the Committee feels the time has come to remove floats from all landings, an Ordinance will have to be written and voted at Town Meeting; and an enforcement mechanism must be agreed.

Hanna closed the Public Hearing, and Selectmen agreed to try to attend the Harbor Committee meeting on May 27<sup>th</sup>.

Application for Restaurant On-Premises Liquor License: The Chair asked for public input regarding the initial liquor license application from WaldoStone Farm, PLC, d/b/a TheHUB@ Pemaquid Oyster Co., at 1005 Bristol Road. There being no public input, the Chair closed the Public Hearing and Poland, seconded by Yates, moved that Selectmen approve the application.

New Liquor License application: an additional new liquor license application had been received from VIP Maine Mobile, at 2186 Bristol Road. Selectmen scheduled a Public Hearing on this application for the board's meeting on June 2<sup>nd</sup>.

### **Property Tax Commitment**

There was discussion regarding the timeframe for committing taxes. There are only minor updates expected to the Assessments, with Assessing Agent Robert Gingras returning on June 1 to complete work with Jessica Westhaver. However a major concern is the debates in the Legislature on bills to change the Homestead Exemption and reimbursements to towns, which could potentially lead to the need to revise or re-commit all taxes if a major change is made retroactive to April 1 this year. Hanna discussed the amount of work and cost if the Town needed to re-commit the taxes and discussed a better option may be to wait until the legislature has decided. In the meantime, a line of credit should be sought to cover the Town until such decision is made. Hall shared the danger in waiting is that we might not know until July whether such a bill is enacted so it would not take effect (with or without the Governor's signature) until 30 days after passage. Our cash reserves are good through June, but we would need a bank line of credit if tax bills were not sent out until July.

It was agreed to table this until June 2<sup>nd</sup>. Meanwhile, it was moved by Hanna, seconded by Poland, to authorize the Treasurer to approach First National Bank for a line of credit in case tax billing must be delayed. Motion passed, 3 – 0.

Maine Revenue Services had declared the Town's developed parcel valuation ratio at 95%. As Towns are allowed to declare a Certified Ratio within 10% of the state's declared ratio, it was agreed to use 100% for the sake of simplicity. Poland moved, seconded by Yates, to declare the ratio at 100%, and to sign the Ratio Declaration and Reimbursement Application form to that effect. Motion carried, 3 – 0, and the Selectmen signed the Declaration form in their capacity as Assessors.

Veterans Exemption Applications: Westhaver presented six Veterans Exemptions which were reviewed and approved.

### **Old Business**

Fish Ladder and Bristol Mills dam work:

Hanna reported the successful migration of alewives through the fish ladder, now under way. A new survey of the Town land surrounding the dam had been completed by Gartley and Dorsky, which will be used in connection with grant applications and permitting.

Deb Wilson and Mark Becker of Becker Construction, with Parks Director Lara Decker, presented a concept plan from landscape architect William Joyce of Carson Douglas Landscape Architecture, which had been presented to and approved by the Parks Commission the previous night. In discussion, it was noted that this should now be subject to public input and possible revision. It will be used with the forthcoming Land

and Water Conservation Fund (LWCF) grant application, but LWCF are open to subsequent revisions of the plan, as occurred with the Beach Pavilion grant. Points made in discussion included concern about availability of parking and the extreme difficulty of vehicles leaving Redonnett Mill Road safely; the need to clarify the two parcels of land that have unclear title; and the relationship with the neighboring Gage/Nogueira property regarding access over the bridge.

The concept plan would likely be carried over multiple years. The 2021 Town Meeting allocated funding for completion of the fish ladder, the pedestrian access bridges, and other work on the dam. The grant, if approved, should allow the full build-out of the proposed park with walking trails and interpretive signage. Input from the initial survey of opinion in February had indicated a strong desire to maintain the ‘natural’ appearance of the swimming hole area, which the concept plan respects.

Poland stated she is very supportive of the grant application but did not wish the Town Administrator to be responsible for concluding an Agreement with LWCF; this should be reviewed and agreed by the full Board.

In discussion of how to get public input, it was suggested and agreed that the Parks Director would arrange for copies of the concept plan to be distributed at the Fish Committee’s event at the ladder on Saturday May 22, and that the Parks electronic sign and the Town web site would be used to seek input from the public.

Poland, seconded by Yates, moved that the Town apply to the LWCF for a grant of up to \$200,000 for the Fish Ladder Park, which sum would be matched by Town funds appropriated at Town Meeting on March 15<sup>th</sup>. Motion passed, 3 – 0. Hall was directed to print out a resolution to that effect for signature, which was signed by the end of the meeting for use in conjunction with the grant application due on May 28<sup>th</sup>.

The discussion on public input brought up a larger concern of an official vote by the town on the park design. Both Hanna and Poland agreed a vote at a special town meeting, or the next annual town meeting should have a warrant article to vote on how to move forward with the development of the park, if any is desired.

Comprehensive Plan Committee: the next meeting of the Committee is scheduled for June 8<sup>th</sup>. This will largely be devoted to the assignment of members to subcommittees and reviewing the remit of each subcommittee. After this meeting, the work will largely be conducted in these smaller groups for a period of perhaps six months, by when it may be clear as to which issues need full debate and perhaps referral to Town Meeting for decisions.

Job descriptions (tabled May 5<sup>th</sup>): Poland moved that the revised job description for the Parks Director be approved with one further amendment, to clarify that ‘This is a salaried position exemption from overtime.’ It was moved by Hanna, seconded by Yates, to accept the revised language. Motion passed, 3 – 0, and the Selectmen signed the job description.

Poland offered a number of amendments to the Fire Chief's job description, which will be brought back for review on June 2<sup>nd</sup>.

### **New Business:**

Parks and Recreation: The Town Administrator reported that the Parks and Recreation Commission wished to hire for the summer season a grandson of a Parks Commissioner, thus requiring the Board to issue a Waiver of the Town's Anti-Nepotism Policy.

Fire and Rescue: A contract between Bristol Fire and Rescue and First Responder Grants, LLC, was presented at the request of Fire Chief Sutter. The Chair asked for time to review it, and the matter was tabled to June 2<sup>nd</sup>.

Marijuana: A request had been received from an established grower of medical marijuana for the Town to consider Adult Use Marijuana grow permits, as he would like to diversify into growing for the non-medical adult use market. This would require an affirmative vote of Town Meeting to opt in to permitting adult use marijuana activities. Hall will indicate to the requester the process for petitioning to get an article onto the Town Warrant.

### **Regular Business:**

Catered Event: Selectmen reviewed and approved a Catered Function Application (Qualified Catering Organization) for an event at 1313 State Route 32.

Building Permits: Selectmen reviewed and approved Building Permit applications for properties at Map 002, lot 098-A; Map 02A, lot 046-2; Map 004, lot 136; Map 005, lot 023; Map 013, lot 001; and Map 023, lot 017.

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

Dates of Select Board meetings: June being a month with five Wednesdays, Hall asked the Board's reference for meeting dates. The Board will adhere to the first and third Wednesdays, June 2 and 16, and hoped not to have to meet on the 30<sup>th</sup>.

Correspondence: Hall reported none.

Public Comments: Alex Beaudet inquired whether the Pemaquid Harbormaster, John Stolecki, had spoken with the Chair regarding damage to his tender while tethered to the Hanna Landing float. The Chair indicated that he had not spoken about this. Beaudet understood the harbor Committee would consider an insurance claim. Poland suggested raising it formally with the Harbor Committee, which will be meeting on May 27<sup>th</sup>.

Chair Hanna gave Notice of forthcoming meetings as follows:

- Planning Board, Thursday, May 20<sup>th</sup>, 7.00 pm at the Town Office
- Harbor Committee, Thursday, May 27<sup>th</sup>, 5.00 pm at the Town Office
- Parks and Recreation Commission, Tuesday, June 1<sup>st</sup>, 6.00 pm at Ellingwood Park
- School Board, Wednesday June 2<sup>nd</sup>, 5.30 pm at the Bristol School
- Selectmen, Wednesday, June 2<sup>nd</sup>, 7.00 pm at the Town Office

- Fish Committee, Thursday, June 3<sup>rd</sup>, 4 pm at the Fish Ladder
- Comprehensive Plan Committee, Tuesday, June 8<sup>th</sup>, 7.00 pm at the Bristol School

**Executive Session:** It was moved by Poland, seconded by Yates, to enter Executive Session, pursuant to M.R.S. Title 1, chapter 13, § 405.6.A, to discuss personnel matters. Motion passed, 3 – 0, and the Board entered Executive Session at 9.04 p.m.

The Board left Executive Session at 9.25 pm, and the Chair moved as follows, seconded by Poland: That the Board sign an Agreement with KMA Human Resources Consulting LLC, to pre-purchase 60 hours of consulting time to be spread over three months, the sum of \$8,100 being taken from Contingency. Motion passed, 3 – 0.

There being no further business, the Board adjourned at 9.28 pm.

Respectfully submitted,

Chris Hall  
Town Administrator