



**Selectmen's Meeting  
MINUTES  
Bristol Town Office, July 29<sup>th</sup>, 2020**

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

*Also Present: Chris Hall (Town Administrator); Joe Rose (Code Enforcement Officer); Robert Ball (Harbormaster, Round Pond); Candy Congdon (Lincoln County News); Phil Congdon; Chuck Hanson; Dave Kolodin; Pat Porter.*

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 accept the minutes from the July 1<sup>st</sup>. Motion passed 3 - 0.

Town Administrator Hall reported that Bristol had largely escaped the storm damage inflicted on South Bristol by the storm the previous day. A partial washout on Split Rock Road had been filled with gravel by Rusty Bryant, and Hall expected that additional work would be done on Bearce's Hill Road on Thursday July 16<sup>th</sup>.

He noted that the YMCA is coordinating a fundraiser for the Grant family who lost their house to a lightning-caused fire in the storm. An inquiry had been received as to whether the Town has any relief funds that could be contributed. The Worthy Poor Fund currently has adequate funding and recent donors have expressed a desire to get the money circulating in the community, and Hall suggested a contribution of \$1,000 would be appropriate. Yates agreed subject to a similar donation being offered in comparable circumstances as long as the funds are available. Hanna moved, and Yates seconded, a motion to grant \$1,000 from the Worthy Poor Fund to the appeal fund for the Grant family. Motion passed, 3 - 0.

**Matters Referred from Other Town Bodies:**

Code Enforcement: C.E.O. Joe Rose reported that after two years, the Baybutt matter is close to settlement. A new septic system has been installed which brings the property into compliance with Maine's Subsurface Wastewater rules. Rose showed a report of the legal fees and other costs incurred by the Town to date, totaling \$9,708.33; he expected that additional fees will have been incurred before the settlement is recorded and the case is discharged by the District Court. The Board directed him to settle for payment of the full sum of costs as finally

calculated, and that if that is agreed and paid by the property owner the Town would not pursue additional damages or penalties.

Ground-mounted solar arrays: Rose asked that, with three possible solar array developments in the planning stage, the Board consider whether the permit fees are appropriate. Bristol currently would charge 15 cents per square foot of footprint for an array, which is classed as an unheated commercial structure. Damariscotta and Waldoboro charge 30 cents, and Waldoboro recently approved a commercial solar array paying such fees. Hanna felt 25 cents per square foot would be an appropriate fee, but wanted the Planning Board to give their input. The matter was tabled pending consideration and report back from the Planning Board.

Rose also reported that Robin Mahan had asked the Board to consider a reduction in the fee for a subdivision amendment for which he intends to file. His reasoning is that the amendment covers only a single property. Rose pointed out that the costs of reviewing, filing and recording are similar whether there are one or one hundred properties, and that the Board had considered and denied a similar request within the last three years. Hanna stated that there should be no waiver or reduction of fees, and the Board concurred that fees must be consistent. The request was denied.

Fire and Rescue: In the absence on a call of Chief Paul Leeman, Hall asked that consideration of cooperation with the South Bristol Fire and Rescue Department be tabled until July 29<sup>th</sup>, to which Selectmen agreed.

Hall also reported that the Town Office had received complaints regarding fireworks over the July 4<sup>th</sup> holiday. Both he and Hanna expressed their doubt that the Town would wish to institute an Ordinance for issuing permits or other controls on fireworks. Hall thought a greater concern was the possible need to ban fireworks use during times of extreme drought. We were lucky that the drought period of April to June had broken in time for the July 4<sup>th</sup> holiday. Hanna suggested the Chief look at other towns' Ordinances and consult with the State Fire Marshal, and bring forward for consideration a draft Ordinance limited to giving the Town authority to ban fireworks during drought periods, with a clear definition of drought that would trigger such a ban.

Harbor Committee: Robert Ball, Harbormaster of Round Pond, notified the Board of a violation of harbor moorings rules by a 'repeat offender' who had moved his mooring to a position not authorized by the Harbormaster, and which was directly in front of a neighbor's property who did not wish it to be there. John Stolecki, as Chair of the Harbor Committee, had this week agreed with the mooring owner that it would be moved back to its original position within a week. If this is not done, Ball asked for the Board's backing if he had the mooring removed and confiscated, and no further mooring permit be granted to the individual. The Board agreed that Ball has the legal authority and the full backing of the Town to enforce the rules.

## **Old Business:**

Hall reported that a single bid had been received for the sickle bar being disposed of by the Highway department. The bid, from Brad Pendleton for \$531.99, had been accepted by Hall as directed by the Board on June 1, and the sale had been completed.

Town Meeting: The Board intended to finish the business of the recessed Town meeting on August 4<sup>th</sup>. Appropriate distancing would be enforced in the school gym in the interests of safety. Hall suggested that due to Covid-19 having made some expenditures moot for the current year, the Board could limit the duration of the meeting by withdrawing Article 13 (Bicycle, Pedestrian and Highway Safety Improvements) and Article 36 (Bicentennial and Olde Bristol Days).

In discussion, Hanna noted that one highway safety improvement, a crosswalk in Bristol Mills, is being funded from the roads budget. Hall noted that the grant from the Maine Bicentennial Commission, amounting to \$9,300, would cover the costs incurred for the cancelled 2020 Olde Bristol Days, plus the proposed Bicentennial time capsule and white pine grove, and still have a balance remaining of \$4,000. The Bicentennial Commission had agreed that an appropriate use of the balance of the funds would be to grant it to the Old Bristol Historical Society for their town archive vault project, which will contain the Town's records in fireproof safety, as an alternative to returning the grant. The Board concurred with such use of the funds.

The Board agreed it will withdraw Articles 13 and 36, and also move to amend Article 39, the Non-Profit requests, to take the funds from surplus rather than taxation. The withdrawal of Articles 13 and 36 would reduce the claims on surplus by up to \$35,000, while Article 39 would add up to \$36,400 to the uses of surplus.

Request for Special Town Meeting: The AOS office has requested two Articles for a Special Town Meeting, as part of their planning for adaptation to Covid-19. The Articles have been drafted but not yet voted by the School Board. Hall indicated that if the Board approved adding a Special Town Meeting at the end of the August 4<sup>th</sup> Town Meeting, he will work with the School Board chair to set up and give public notice of a Zoom meeting next week by the School Board to vote the articles, in time for the Selectmen to sign and the Town to publish a Warrant for a Special Town Meeting on that date, including the recommendation of the School Board.

The two proposed articles would allocate part of the outstanding balances as of June 30, the end of the 2019-20 school fiscal year, as follows: \$100,000 to a newly-established Regular Instruction Reserve Fund, and \$100,000 to the existing Minor Capital Reserve Fund.

It was moved by Hanna, seconded by Poland, to allow the Bristol School Board to propose two Articles for consideration at a Special Town Meeting on August 4<sup>th</sup>,

as follows: (1) to establish a Regular Instruction Reserve Fund and transfer \$100,000 into it from available Fiscal 2020 fund balances; and (2) to transfer \$100,000 from available Fiscal Year 2020 fund balances to the Minor Capital Reserve Fund; with the final wording of such Articles to be approved by the Selectmen following the vote thereon by the School Board. Motion passed, 3 – 0.

It is hoped that the School Board will meet on July 23 or 24, in time to allow the Selectmen to confirm the wording of the Articles and sign the Warrant for the meeting, which must be published by July 28, seven days ahead of the proposed meeting.

Town projects: Hall reported that construction for the new fish ladder will commence on Thursday, July 16. Work is now underway again to complete the ballfield project, with an expected completion in August per Hanley Construction. Calderwood Engineering had asked if the town wishes to go ahead with securing public input on the reconstruction of the Benner Road Stone Arch Bridge. Hall recommended, and the board agreed, that given the fiscal uncertainties this project could be deferred until 2022 or later, and it would be best to invite public input closer to the time.

School budget: as discussed with the School Board on June 3, the Board wished to hold another joint meeting in August once the outlines of a reopening plan are clear and the financial implications can be discussed. The Board asked Hall to invite the School Board to a 'live' meeting on Wednesday August 5<sup>th</sup>, which Poland proposed should be at the School gym in order to maximize spacing of attendees. If the approximate costs of the reopening plan are not expected to be ready by that date, the invitation could be deferred by a week or two. Hall noted that he understood there to be a group of teachers and administrators pulling together a plan for reopening the school, with guidance from the Maine DoE, and he had asked to represent the Town in their discussions, but had not been notified of meetings yet.

### **New Business:**

The Town had received an offer from Bristol Lodge #74 of the Masons to help with the maintenance of the Town's Herbert Yard cemetery in Bristol Mills, where a number of the Lodge's founders are buried. The cemetery is currently maintained by Russ Guibord, but Hall understood that due to a recent operation, Guibord would welcome assistance. Hall will inform the parties of the Board's approval.

### **Regular Business:**

Property tax abatement: it was moved by Poland, seconded by Yates, to approve Abatement Warrant number 2020-0010, in the sum of \$1,392.78, for the New Harbor Methodist Church parsonage. Motion passed, 3 – 0.

The Board reviewed and approved Building Permit applications for Map 003A, lot 009; Map 020, lot 014; and Map 028, lot 026.

Selectmen reviewed and approved Warrants for accounts payable and payroll for the Town Office, Bristol Consolidated School, the Fire Department, Parks and Recreation and the Bristol/South Bristol Transfer Station.

Hall reported no Correspondence. He did, however, wish to note the good work by the Town Clerk and ballot clerks at the primary election on July 14, where a record number (648 out of 992 people voting) voted absentee. Bristol had been the first town in our House District to report results to the Lincoln County News.

In Public Comments, Hanson asked if the unexpended balance of the softball field funds had been transferred to the Boosters yet. Hall reported it has not, and part of that balance will be used by the Town to buy the bases for the field.

Public Meetings: The Chair gave notice of forthcoming meetings as follows:

- Planning Board: Thursday, July 16<sup>th</sup>, 7 pm at the Town Office
- Parks and Recreation Commission, Tuesday July 21<sup>st</sup>, 6 pm at Ellingwood Information Center
- Harbor Committee: Thursday, July 23<sup>rd</sup>, 5 pm at the Town Office
- Selectmen: Wednesday, July 29<sup>th</sup>, 7 pm at the Town Office
- School Board, Wed. August 5<sup>th</sup>, 5.30 pm by 'Zoom': request access from the AOS 93 office, 563-3044. To be followed, provisionally, by a joint meeting with the Board of Selectmen, in the School gym, in person at 7 pm.

There being no further business before the Board, it was moved to adjourn at 8.45 pm.

Respectfully submitted,  
Chris Hall, Town Administrator