



**Selectmen's Meeting
MINUTES
Bristol Town Office, December 16th, 2020**

Selectmen Present: Chad Hanna, Kristine Poland, Paul Yates

Also Present: Chris Hall (Town Administrator); Rachel Bizarro (Town Clerk); Jessica Westhaver (Treasurer); Candy Congdon (Lincoln County News); Charles Hanson.

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 approve the Minutes of the meeting of November 18th. Motion passed, 3 - 0.

It was moved by Poland, seconded by Hanna, to approve the Minutes of the meeting of December 2nd. Motion passed, 3 - 0.

In the light of the forecast of 6 to 8 inches of snow expected during the following day, Thursday December 17th, Selectmen approved closing the Town Office for the day.

New Business:

Sand shed: Hall asked the Board to consider the past practice of small amounts of sand being made freely available to residents at the Town sand and salt shed. The sand belongs to Hagar Enterprises, and arrangements must be paid to pay them for sand used by residents. Sean Hunter, for the Town Garage, had proposed placing a small storage bin or bunker for sand in front of the sand shed for public access, so that the public do not have to enter the Town Garage area where Hagar's equipment operates, with limited quantities available for public use. In discussion, Hanna stressed that such a public facility should be limited to bucket-load quantities, not spreader-truck-load. Poland expressed concern about liability issues, though Yates recognized that it is hard to regulate times of access to ensure staff supervision. The Town would have to pay Hagar each time the supply was topped up from Hagar's supply in the sand shed. Westhaver, from the floor, suggested checking other towns' practice. Hall will meet with Seth Hagar and Sean Hunter to discuss arrangements.

Animal Control: Hall reported that the contract presented by Midcoast Humane Society, Inc., for housing animals taken by the LCSO Animal Control Officer from the town, represented a 15 cent per resident population increase over 2020, at \$3,994.75. MHS is still taking animals into care at their Edgecomb location, despite reports of consolidation at their new Brunswick facility. It was move by Poland, seconded by Yates, to approve the contract. Motion passed, 3 - 0, and Hanna signed the contract for the

Town.

Old Business:

Broadband expansion: Hall reported that, following the presentation by Brian Lippold of Casco Bay Advisors at the previous Board meeting, he had forwarded Lippold's report to Spectrum and Tidewater. Hall and Lippold had held a Zoom call with Spectrum that morning, and Spectrum had requested information on the street addresses on unserved roads where the report suggested Spectrum may be obliged to offer service under the clause of the Town's Franchise Agreement which specifies service on all roads with more than 20 residences per mile. Spectrum suggested that with this information, they would add Bristol to their list for surveying possible line extensions but cautioned us that they have a waiting list of around 8 months for such work.

Tidewater, on the other hand, had used the report to immediately request additional funding from the Connect-The-Kids fund, part of the federal CARES Act relief money, administered by DECD in Augusta. They are using this extend fiber along Old County Road, part of Old County Road, and Rock Schoolhouse Road. This will fill the largest gaps in the Town's broadband coverage, though there will still be a number of small roads or road segments lacking options.

Impact of Covid on Town Operations: This will be a continuing item on the Agenda for the time being, given the sharp rise in cases in the county. If there is apparent exposure to the virus on the part of any Town Office staff or their families, the staff will move to working from home, with a single person designated by rotation to staff the office to answer phones.

2021 Budget: The only update is that Westhaver has been working with the Parks and Fire Departments to prepare their budgets, which will be presented to the Board on January 6th. Hall will present the rest of the (non-School) budget draft on December 30th.

Regular Business:

Building permits: Selectmen reviewed and signed Building Permits for properties at Map 002A, lot 030; Map 004, lot 101-B; Map 004E, lot 216-B; Map 008, lot 010; Map 012, lot 027; Map 016, lot 043; Map 033, lot 042-A.

CMP pole permit: CMP had sent a request for pole relocation within the Town right of way on 'Round Pond Road.' It was not clear whether this meant Upper or Lower Round Pond Road, and the CMP staff responsible were working from home and had not returned calls. The Board agreed to sign the permit but asked Hall to withhold transmission to CMP until it is clear where the pole is to be located.

Warrants – Selectmen reviewed the cash position report, and signed Warrants for payroll and accounts payable for the Town Office, Fire and Rescue, Parks and Recreation, Bristol Consolidated School, and the Bristol–South Bristol Transfer Station.

Correspondence: No correspondence reported.

Public comments: Hanson, as Vice Chair of the Budget Committee, asked if the Town Clerk had received the information requested by the Committee from each of the non-profits seeking funding at the Town Meeting. Bizarro answered affirmatively, with two

small exceptions; she will forward the complete package the following week.

In further discussion of the Budget Committee, Poland stressed the importance of meeting in person to consider the Town departments' budgets. For the non-profit requests it is less important to have live engagement, and because of the need for some presenters to travel long distances, their requests will likely be handled via Zoom calls. The School gym has been booked for the February nights scheduled by the Budget Committee.

The Treasurer gave a heads-up that she is studying the implications of the new Maine Earned Paid Leave Act, which goes into effect on January 1st and may have cost and policy handbook consequences for the Fire Department. She will prepare a memorandum for the Board to consider on December 30th.

The Chair gave notice of forthcoming meetings as follows:

- Board of Selectmen, Wednesday, December 30th, 7 pm at the Town Office
- School Committee, Wednesday, January 6th, 5.30 pm at the School

He added that the Town Office will be closed on Thursday and Friday, December 24 and 25, for the Christmas holiday; and on Friday, January 1st for New Year's Day.

Executive Session: It was moved by Hanna, seconded by Poland, to enter Executive Session pursuant to M.R.S. 13, §405.6A, to discuss personnel reviews. Motion carried, 3 – 0. The Board entered Executive Session at 7:47 pm.

The Board left Executive Session at 8.50 pm, and the Chair reported that no action will be taken as a result of the Session.

There being no further business, the Board adjourned at 8.51 pm.

Respectfully submitted,
Chris Hall, Town Administrator