



**Select Board Meeting
MINUTES
Bristol Town Office – February 7, 2024**

Select Board Members Present: Chad Hanna, Kristine Poland, Paul Yates

Also present: A. Beaudet, S. Brackett, C. Hanson, M. Melville, J. Riley, M. Ziarnik

Hanna called the meeting at approximately 7:00pm.

Minutes

On a motion by Yates and a second by Poland, the minutes of January 24 were passed unanimously.

Old Bristol Historical Society

Ziarnik gave another review of the submitted request of \$9,500 from OBHS. He stated the funding would be used to offset costs of storing town records in the climate-controlled vault, fund IT expenses, and increase public hours at the History Center. Yates voiced concern that the records may deteriorate from public handling of the records. Having the records available for town use only may be an option. Digitally archiving the records was discussed but determined to be an expensive endeavor. Alison Brislin, OBHS Collections Manager, has examined the town records and estimates the records will use about 29% of the space in the vault. To date, the town has donated \$19,0000 to OBHS. Ziarnik stated that amount accounts for 28% of the cost of building the vault.

Melville asked if grants had been considered for digitally archiving the records.

Town Report

The Board reviewed the Select Board financials, Select Board letter and cover of the town report.

Abatement

The owner of Map 026, Lot 001 applied for an abatement of 2022 real estate taxes on December 13. He claimed he was unjustly taxed for a building that had been removed before the April 1, 2022 deadline. In June 2022, he made an oral request at the town office to have the building value abated but did not submit an abatement application. On a motion by Yates and a second by Poland, all approved abatement #2024-01 in the amount of \$640.80.

2024 Budget Review

A final draft of the 2024 budget was reviewed. On a motion by Hanna, and a second by Yates the budget was approved.

June Primary

Dovetail Consultants from the school renovation project sent an email stating the buildings and grounds would be unavailable for the June Primary. The email cited safety concerns and construction deadlines as the reason the school would be unavailable. The Town Office understands the urgency of the project being finished by September 2024. The June primary will be held at the Town Office and will be closed for regular business. After the June Primary, all federal and state elections will be held at the school.

Regular Business

Correspondence. Town Clerk, Jess Bourne, shared a dog waste station presentation she will be giving at the Fisherman's Forum for the Shellfish Committee.

Bristol Congregational Church has inquired about the ownership of Longfellow School Road. It is unknown who owns the road. The town has not maintained it since selling the Longfellow School.

Warrants. The Board reviewed and signed AP and Payroll warrants for the Town Office, Fire Department, Parks Department and Transfer Station.

February Meeting Schedule:

- Budget Committee, Monday, February 12th @ 6:30pm, Town Office
- Budget Committee, Tuesday, February 13th @ 6:30pm, Town Office
- Parks Department, Tuesday, February 20th @ 6:00pm, Ellingwood Center
- Select Board, Wednesday, February 21st @ 6:30pm, Town Office
- Harbor Committee, Thursday, February 22nd @ 5:00pm, Town Office
- Shared meeting of Select Board/Planning Board/Comprehensive Plan Committee, Tuesday, February 27th @ 6:30pm, Town Office

Executive Session:

On a motion by Hanna and a second by Poland, it was unanimously agreed to enter Executive Session for the purpose of discussing General Assistance. The Board entered Executive Session at 8:33pm. The Board left Executive Session at 8:38pm.

Action: No action taken.

The meeting adjourned at 8:38pm.

Respectfully submitted,

Rachel Bizarro
Town Administrator