



**Select Board Meeting
MINUTES
Bristol Town Office – April 3, 2024**

Select Board present: Chad Hanna, Kristine Poland, Paul Yates

Also present: A. Beaudet, T. Bishop, E. Cooper, J. Doughty, P. Jennings, K. Kortemeier, J. Lappen, M. Piasecki, A. Poland, M. Rosa, J. Yates

Hanna called the meeting to order at 6:30pm and led the pledge of allegiance.

Minutes

On a motion by Yates and seconded by Poland, the minutes of March 20 were passed unanimously.

Project Bids

The due date for the road bids has been extended until April 17. The contractor's meeting scheduled for March 28 was postponed to April 1 due to weather conditions. Three road contractors attended the pre-bid walk-through.

Three roofing bids for the Willing Worker's Hall were received. Ted Weber Jr Roofing for \$18,500, Horch Roofing for \$21,775.00 and JB Roofing Systems, LLC for \$28,300. Project bids and specifications are on file at the Town Office. On a motion by Yates and seconded by Poland, all agreed to award the bid to Ted Weber Jr. Roofing.

There were no painting bids received. Estimates will be collected.

Comprehensive Plan Committee

On March 26, the CPC met to review the second round of suggested edits from the Planning Board. A final (post PB) draft was approved for circulation by the CPC. J. Yates on behalf of the CPC said the document reflects the research and public outreach conducted by the committee over the past three years and includes some of the proposed suggestions from the Public Hearing, Select Board Chair and the Planning Board and feel the proposed plan is very reflective of the different perspectives of the town.

J. Yates said NSP will provide the final formatted version to send to the state. The CPC feels some urgency to get the plan to the state because chapter data is in danger of aging out. Comprehensive Plan Criteria Chapter 208 requires information to be no older than 3 years.

Hanna asked A. Poland if the Planning Board had finished their review. A. Poland said the Planning Board has planned to meet once more to review the land use map.

Yates shared that the CPC grouped the Planning Board suggested edits into three categories: factual amendments, chapter formatting, and personal opinion of PB members. Only suggestions addressing factual information were accepted into the final (post PB) draft. Doughty recognized that some repetition in the plan is necessary as it would be broken into 12 separate pieces at the state level. Beaudet said Chapter 208 requires the land use map in the plan be reviewed at a future land use workshop. He wondered if it would still be accepted by the state if the PB adjusted the map.

On a motion by Poland and seconded by Yates the Select Board agreed to submit the plan to the state. The submission cover letter was signed by Hanna, J. Yates and R. Francis (pre-signed). Hanna thought it likely that adjustments would be needed after the state review and additional workshops and public hearings may be held. Yates thought it important the plan be sent in before the data in the inventory chapters expired. Poland is looking forward to feedback from the state and wants to focus on a comprehensive plan that is consistent with Maine's Growth & Management Act and widely supported by the town. Bishop requested that only amendments suggested by the state be considered when the plan was returned.

J. Yates asked for clarification on the appointment of the CPC. Poland thought there were a lot of unknowns right now and wanted the town to have options after the state review. Yates emphasized the CPC members would have the opportunity to get involved again if a review committee was formed. J. Yates on behalf of the CPC shared their dismay at not being an appointed committee during the state review and felt it was not a customary action in the Comp Plan process. The Board reiterated they wanted to keep options open for plan review when it came back from the state.

Lincoln County Tax Commitment

The total 2024 state valuation of Lincoln County towns and unorganized territories is \$11,474,800,000. Bristol's 2024 state valuation is \$1,566,800,000 and 2024 tax obligation to Lincoln County is 1,840,418.

Pemaquid Trail Drainage

In September 2021, the Pemaquid Trail Association submitted a culvert and ditch survey. They requested action on the survey and provided feedback that Town Administrator Hall had given them in November 2021. Bizarro noted that culverts going under the road and draining towards the ocean were all working. There was some overflow near #90-100 section. This was possibly from plugged driveway culverts and a modification made to the original drainage on the west side of the road. It will need to be determined if there was modification to the drainage.

Catering Permit

On a motion by Poland and seconded by Yates, a catering permit for Seacoast Catering at a residence on Northern Point was approved unanimously.

WWH Use Policy

Yates asked that overflow parking from events be along one side of Route 130 only, facing south on the right-hand side of the road. Bizarro asked that the Town Administrator be able to sign catering permits if the Select Board did not have a scheduled meeting before the event. All agreed.

Regular Business

An updated project list was reviewed. Clarification was given on guardrails. The board approved the purchase of software to retain speed sign data. Sproul Hill Road was added to the list of road work for the year and shouldering was added to Benner Road. V. Stevens from Hagar has an interest in working on the Stone Arch Bridge.

Bizarro gave an update to the elver fishing at Pemaquid Falls Landing. DMR wardens responded to the town's request for more information on the elver fishing regulations. They suggested the town reach out to the wardens in January of each year.

Public Comment. Rosa shared his concern and disappointment with the School Board appointment of its latest member. J. DiMauro gave notice of her resignation from the School Board on February 21 and the School Board appointed M. Santos to take her place. Because of the timing of town meeting the School Board was able to appoint M. Santos to finish DiMauro's term without having an election. Superintendent L. Johnston contacted a lawyer before the appointment of Santos was made and recommended the appointment action to the School Board. Bizarro contacted MMA legal after the appointment and was given the same legal opinion that Johnston had received. The School Board has been invited to the April 17 Select Board meeting to get updates on the construction project and AOS consolidation.

Reconciliations. Reconciliations for January and February 2024 for the Cash GL, sweeps checking account, bank construction account and school enhancement account were reviewed and approved.

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

Hanna gave notice of the following upcoming public meetings:

- Planning Board, Thursday, April 4th @ 6:30pm, Town Office
- Fish Committee, Thursday, April 4th @ 7:00pm, Town Office
- Town Offices Closed in observance of Patriot's Day, Monday, April 15th
- Parks Department, Tuesday, April 16th @ 6:00pm, Ellingwood Center
- Select Board, Wednesday, April 17th @ 6:30pm, Town Office
- Harbor Committee, Thursday, April 25th @ 5:00pm, Town Office

The meeting adjourned at 7:22pm.

Respectfully submitted,

Rachel Bizarro
Town Administrator