



**Select Board Meeting
MINUTES
Bristol Town Office – August 2, 2023**

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

Also Present: C. Pendleton, J. Riley, J. Rose

Hanna called the meeting to order at 6:30pm and led the Pledge of Allegiance.

Minutes

On a motion by Poland, seconded by Yates, the minutes of July 19th were passed.

Paving Bids

There were no paving bids received. Two contractors, All State Asphalt and Hagar Enterprises, attended the preview meeting held the previous Wednesday. They both cited they were unable to fit the work into their schedule for 2023. The work will be re-bid in early spring of 2024.

Smaller road projects will be pursued for the remainder of the year.

Olde Bristol Days

For many years the entrance to Beach Park has been free on Olde Bristol Days. Parks Commissioner Pendleton reported concern with the loss of revenue for the day and the extra cost to staff the event. He reported Beach Park is \$30,000 below average revenue for 2023 due to rainy weather in June and July. In past years, fireworks (\$6000) have been paid for by the OBD appropriation at Town Meeting and the barge (\$3900) used to set off the fireworks has been paid by the Parks Department. Pendleton asked if the OBD appropriations could cover the cost of the barge for 2023. The Board agreed to split the expense of the barge with the Parks Department.

State Valuation

A preliminary 2024 State Valuation report was received from the Property Tax Division. As of April 1, 2022 the town's valuation is \$1,566,800,000. The Assessor's Agent will be contacted for their availability of a full-revaluation which they are booking 2-4 years out.

Notice of Violation

Rose presented a NOV for parcel 028-014-A requesting action on the matter of the noncompliant setback of the building from the parcel's boundary line. The owner has been given until the end of the year to comply with the Land Use Ordinance before being fined. The fines and any corrective measures for the noncompliant setback will be determined by the Select Board after consulting with the town's attorney. On a motion by Hanna, seconded by Poland, all signed the NOV and instructed Rose to notify the owner.

Regular Business

Abatements. On a motion by Poland, seconded by Yates, abatement #2023-04 was approved. This same abatement was given in 2022 and the abated tax amount was not figured into the Senior Tax Stabilization Program in 2023. On a motion by Poland, seconded by Yates, abatement #2023-5 was approved. This request received from the New Harbor Methodist Church for the parsonage located at 2625 Bristol Road.

Building Permits. (009-014-A) (013-018) were reviewed.

Warrants: The Board reviewed and signed warrants for the School Payroll, Accounts Payable, and Construction; Town and Fire Accounts Payable and the Transfer Station.

Public Comments. The prospective buyer and their real estate agent for parcel 028-014-A asked about the NOV. Once the property owner responds to the NOV, the Select Board will need to contact the attorney to determine next steps. This process could take weeks to complete.

Hanna gave notice of the following upcoming public meetings:

- Parks Department, Tuesday, August 15th @ 6:30pm, Ellingwood Center
- Select Board, Wednesday, August 16th @ 6:30pm, Town Office
- Planning Board, Thursday, August 17th @ 6:30pm, Town Office
- Comprehensive Plan Committee, Tuesday, August 22nd @ 6:30pm, Town Office
- Harbor Committee, Thursday, August 24th @ 5:00pm, Town Office

Executive Session:

On a motion by Hanna and a second by Poland, the Board entered Executive Session at 7:07pm to discuss a personnel matter per M.R.S. Title 1, Ch. 13, § 405.6 A.

The Board left Executive Session at 7:15pm. On a motion by Hanna, seconded by Poland, all agreed to provide the benefit of health insurance to year-round, part-time employees. The health insurance (or cash in lieu of) will be prorated for the percentage of hours worked each week based on a 40-hour work week. Paid time off for year-round, part-time employees will be prorated for the percentage of hours worked each week based on a 40-hour work week. These minutes are to be considered an amendment to the HR policy until amendments are added to the current HR policy.

The meeting adjourned at 7:15pm.

Respectfully submitted,

Rachel Bizarro
Town Administrator