



**Select Board Meeting
MINUTES
Bristol Town Office – November 1, 2023**

Select Board Members Present: Chad Hanna, Paul Yates

Also present: A. Ajami, B. Balicki, A. Beaudet, T. Bishop, J. Bower, J. Doherty, R. Francis, M. Henkin, R. Holladay, P. Jennings, J. John, R. John, S. Jorgensen, K. Kortemeier, J. Lappen, M. Melville, A. Perley, M. Piasecki, J. Riley, J. Yates

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

Minutes

On a motion by Hanna and a second by Yates, the minutes of September 21, October 4 and October 18 were passed unanimously.

Comprehensive Plan Review

Hanna and Yates gave their considerations of the proposed Comprehensive Plan.

Hanna said he had concentrated mostly on the Plan (pages 1-43) and the matrix of goals and strategies. Currently, the draft plan proposes several committees be formed and oversee the matrix which suggest goals and strategies for implementation. Hanna thought it appropriate that elected boards oversee implementation. If the proposed committees were to be developed, they would report to the elected board for direction and input. Hanna reasoned that the current structure works this way and should continue to do so. Also appropriate is to remove outside agencies from any responsibility of implementing the goals and strategies. Overall, Hanna would like to see a softening of language. He thought the goals and strategies should read as suggestions and not mandates.

Hanna stated it needs to be made clear that financial impacts of the goals and strategies have not been considered and an analysis would be required before they were considered. It is important for the Plan to not have a major impact on taxes. He recognized there has been some indication of people supporting a higher tax rate but feels it's important to consider keeping a low mil rate.

Yates said he had reviewed the plan to the best of his ability. He supports a balance of landowner property rights and land use protection. He thinks it's important to have guidelines for the future.

Both concurred they are not opposed to having a plan. And their role as municipal officials is not to make a final decision on the plan but to bring it to the voters for final determination. They thanked the Comp Plan Committee for all of their time and effort in creating the document.

CPC members acknowledged the draft Plan is not meant to be an implementation plan but is to be used as a guiding document for the future of Bristol. J. Yates pointed out the Preface of the document contained such wording already. Frances suggested an introductory letter be added to the beginning of the plan to make this clear to the reader. The requirement of a financial analysis would also be included in this introductory letter.

Planning Board members shared their concern about the strategies and goals being interpreted as mandates and the role the PB would play. Perley thought it important the proposed draft encompass the vision of all residents and noted how hard it can be to get everyone's input. She concurred with Hanna that financial impact information is necessary and was surprised that keeping a low tax rate wasn't included as one of the top 5 priorities. Bowers and Perley both support the idea of Bristol having a Comprehensive Plan.

A Public Hearing on the proposed draft plan will be held on December 7th @ 6:30pm at the school gymnasium. It will then be sent to the State Planning Office for review. It is hoped the state will be finished with their review before the 2024 Town Meeting.

Hatchtown Bridge ROW

The map and deed received from Calderwood Engineering were reviewed. The ROW taking is 0.04 acres in total. On a motion by Yates and a second by Hanna, an offer of \$3,000 was approved for the ROW property. The offer and deed will be sent to the ROW property owner for approval.

IRS Notice

The office of William Brewer, CPA provided a 'letter of reason' to submit to the IRS in hopes the IRS would waive the \$18,040 proposed penalty. They instructed the letter be placed on town letterhead and signed by the Select Board. Hanna and Yates signed the letter. The town received the proposed penalty due to late filings of 2021 W-2 forms.

Shellfish Allocation

On a motion by Hanna and a second by Yates, the 2024 shellfish allocation and fees were approved unanimously. Recreational license fees for 2024 will increase by \$10. The new fee is \$35 for residents and \$50 for non-residents. The 2024 allocation of recreational licenses will decrease. There will be 50 resident recreational licenses and 5 non-resident recreational licenses available.

Appointments

On a motion by Hanna and a second by Yates, the appointment of A. Perley as a Planning Board Alternate was approved unanimously. This appointment expires at the 2024 Town Meeting. On a motion by Yates and a second by Hanna, S. Brackett, J. Howell, S. Lucore and M. Melville were appointed to a three-year term on the Budget Committee. Their appointments expire at the 2026 Annual Town Meeting.

Miscellaneous Business

A request from CMP to relocate a power pole was signed. The relocation of this pole was requested due to the replacement of Hatchtown Bridge.

Apex Tree Service trimmed the large ash tree in front of McKinley School.

A photo taken at the Bristol Mills Dam by Brian Higgins was presented as a gift. It will be hung in the Town Hall.

Regular Business

Correspondence. New Hope Midcoast sent a thank you letter for the 2023 appropriation of \$2400. R.S. Pidacks, Inc. advised they were moving their portable crushing and screening equipment to Granite Hill quarry for approximately 2-3 weeks.

Building Permits. 004-087-B, 04D-013, 009-009-B and 020-042 were reviewed.

Warrants. The Board reviewed and signed warrants for the Town, Fire and Parks Accounts Payable and Payroll and the Transfer Station.

Hanna gave notice of the following upcoming public meetings:

- Fish Committee, Thursday, November 2nd @ 7:00pm, Town Office
- Parks Department, Tuesday, November 7th @ 6:00pm, Ellingwood Center
- State Referendum Election, November 7th, 8am to 8pm at the Bristol School Gymnasium
- Shellfish Committee, Monday, November 13th @ 6:30pm, Town Office
- Select Board, Wednesday, November 15th @ 6:30pm, Town Office
- Planning Board, Thursday, November 16th @ 6:30pm, Town Office

The meeting adjourned at 7:55pm.

Respectfully submitted,

Rachel Bizarro
Town Administrator