



**Selectmen's Meeting  
MINUTES  
Bristol Town Office, March 23<sup>rd</sup>, 2022**

*Selectmen Present: Chad Hanna, Kristine Poland, Paul Yates.*

*Also present: Chris Hall (Town Administrator); John Porter; Patricia Porter.*

Chad Hanna called the Board to order at 6.30 pm, followed by recitation of the Pledge of Allegiance.

Poland nominated Chad Hanna to serve as Chair of the Board for the year ending with the 2023 Town Meeting. The nomination was seconded by Yates, and passed, 2 – 0 with Hanna abstaining. Hanna accepted with thanks to his colleagues.

Poland moved, seconded by Yates, acceptance of the Minutes of the meeting of March 16<sup>th</sup> as presented. Motion passed, 3 – 0.

**Public Hearing:**

The chair opened a Public Hearing into the application for an on-premises liquor license from WaldoStone Farm, LLC, d/b/a The Hub. There were no public comments. The Chair then closed the Hearing and Poland moved, seconded by Yates, that the Board sign their approval of the application. Motion passed, 3 – 0.

**Matters Arising from Town meeting:**

Appointments: the Chair read the following list of annual appointments:

**Building Official:** Joseph Rose

**CLC Ambulance Service Representative:** Joseph Rose, Donald Means (Alternate)

**Code Enforcement Officer:** Joseph Rose

**Compliance Officer:** Scott Sutter Jr.

**Constable:** Scott Sutter Jr.

**Director of Civil Emergency Preparedness:** Scott Sutter Jr.

**EMS Service Chief:** Jeraldine Pendleton

**General Assistance Director:** Christopher Hall

**Fire Chief:** Scott Sutter Jr.

**Fire Warden:** Scott Sutter Jr.

**Harbor Masters:** Robert Ball, Steven Hope, John Stolecki

**Health Officer:** Scott Sutter Jr.

**Keeper of the Locks:** Sean Hunter, Richard Poland

**Lincoln County Regional Planning Board:** Christopher Hall, Patricia Jennings

**Local Plumbing Inspector:** Joseph Rose

**Public Access Officer:** Rachel Bizarro

**Registrar of Voters:** Rachel Bizarro  
**Shellfish Wardens:** Brent Barter  
**Town Clerk:** Rachel Bizarro  
**Treasurer:** John Riley  
**9-1-1 Addressing Officer:** Joseph Rose

**Bristol Veterans Memorial Committee:** Lara Decker, Russell Lane, Sandra Lane, Francis Montuori, Janet Montuori, Andrea Perley, Kenton Perley

**Comprehensive Plan Committee:** Alfred Ajami, Alex Beaudet, Tom Bishop, Rebecca Cooper, Robert Davidson, Paul DiMauro, James Doherty, Richard Francis, Brittany Gill, Darci Harrington, RoseAnne Holladay, Patricia Jennings, Stephen Jorgensen, Kenneth Kortemeier, Wendy Pendleton, Mary Piasecki, Jason Sewall, Jessica Yates

**Fish Committee:** Tyler Cheney, Joseph Crooker, Marvin Farrin, Brent Fogg, Shannon Mahan, Nathan Simmons

**Harbor Committee:** Robert Ball, Troy Benner, David Caron, Steven Hope, Richard Poland, John Stolecki, John Stotz

**Shellfish Conservation Committee:** Scott Burke (2023), David Cheney (2023), Steve Lackovic (2025), Ronald Poland (2023), Steve Termine (2024)

Poland moved, seconded by Yates, approval of the list as presented. Motion carried, 3 – 0, and the Board signed the Certification of Appointment.

The Board signed a Certification of the votes at Town Meeting to authorize the state to issue licenses for the sale of liquor on licensed premises, to be submitted to the Bureau of Alcoholic Beverages and Lottery Operations.

#### **Old Business:**

With authority now granted by Town Meeting, the Board signed the Interlocal Agreement with Bremen, Damariscotta, Newcastle, Nobleboro and South Bristol governing the Central Lincoln County Ambulance Service.

Hall asked the Board to return to the subject of employee retirement benefits. Given the small number of employees, he felt it to be appropriate that each employee make their own arrangements for an Individual Retirement Account (IRA) or equivalent, with the Town to cut quarterly checks to the individual who would be responsible for their own tax reporting and demonstrating their payment of a sum which the Town will match up to 5% of annual base earnings. For the first quarter of 2022, given that some employees may not have such an account, a payment will be issued in April representing 5% of the first quarter's salary or base wages which would allow employees to establish such an account. Thereafter, they will need to show the Treasurer proof of their having made payments into the account for the Town to match. Poland asked the Town Administrator to draft a Policy governing this, to bring back to the Board in April.

**Regular Business:**

Building Permits: the Board reviewed and approved Permits issued by the Code Enforcement Officer at Map 010, lot 068-B; Map 011-A, lot 014-E; and Map 017, lot 008.

The Board reviewed and approved Accounts Payable Warrants for the Town, Fire, Parks, Bristol Consolidated School and the Bristol / South Bristol Transfer Station.

Under correspondence, the Town Administrator reported that Caring For Kids had been in contact with the family involved in General Assistance Case number 2022-002, and showed the Board outstanding utility bills for the family. A generous donor had contributed \$3,000 to the Worthy Poor Fund with this case specifically in mind, and Hall asked the Board to approve further payments from the Fund to cover the outstanding utilities. Hanna moved, seconded by Yates, payment of \$2,442.47 from the Fund to cover currently outstanding amounts.

Under Public Comments, Pat Porter asked if South Bristol had approved the CLC Ambulance Interlocal Agreement. Hanna indicated that the funding formula, effective from 2023, had been modified slightly to accommodate South Bristol's requests, and he understood that with this, all towns are now likely to approve the Agreement.

The Chair gave Notice of Public Meetings as follows:

- Bristol – South Bristol Transfer Station Board, Tuesday March 29<sup>th</sup>, 6.30 pm at the South Bristol Town Office.
- Harbor Committee: Thursday, March 31<sup>st</sup>, 5.00 pm at the Town Office.
- Parks and Recreation Commission, Tuesday, April 5<sup>th</sup>, 6.00 pm at the Ellingwood Information Center.
- Select Board, Wednesday April 6<sup>th</sup>, both 6.30 pm at the Bristol Town Office.

**Executive Session:**

It was moved by Hanna, seconded by Poland, pursuant to M.R.S. Title 1, Chapter 13, section 405.6 (A), to move into Executive Session to discuss personnel matters. Motion passed, 3 – 0, and the Board entered Executive Session at 6.58 pm.

The Board left Executive Session at 7.12 pm. The Chair announced that no actions would be taken arising from the Executive Session.

There being no other business before the Board, the Board adjourned at 7.13 pm.

Respectfully submitted,  
Chris Hall  
Town Administrator