



**Selectmen's Meeting  
MINUTES  
Bristol Town Office, July 21<sup>st</sup>, 2021**

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

*Also Present: Chris Hall (Town Administrator); Jessica Westhaver (Treasurer); Steve Lackovic (Chair, Shellfish Committee); Jay Crooker (Chair, Fish Committee); David Kolodin; David Svens; Chuck Hanson.*

The Board was called to order by Chair Hanna at 7:00 pm, followed by the Pledge of Allegiance.

Yates moved that the minutes from the meetings of July 7<sup>th</sup> and 14<sup>th</sup> be accepted as drafted. The motion was seconded by Poland and passed, 3 – 0.

**Old Business:**

Fish Committee report: Jay Crooker passed out numbers for the alewife run, using software to extrapolate from the sample period counts conducted by the Committee and other volunteers. 90,426 fish were estimated to have passed, the third-highest since counts began, but Crooker indicated that this might be a undercount as large numbers of fish had been observed around dawn, and the model assumes no migration at night. He indicated that in future it may be necessary to use an automatic counter with infrared light to detect fish passage at night.

The numbers may reflect the relatively low count four years previously (2017: 39,322 fish) as the fish returning are almost entirely four-year-olds, according to scale samples taken this year. It is hoped that the new ladder and plunge pool will allow the return of five- and six-year olds, with the count increasing each year as mature fish return to spawn.

Looking forward, it was noticeable how the fish passed very quickly to the upper river, with no hesitation and few if any fish washed back after failing to climb the ladder. Crooker expected that the 2022 count will be a real test, as he hopes that some of this year's four-year-olds will return again next year as five-year-old spawners, due to the high survival rate from the new plunge pool for runbacks. Next year would also be the four-year mark for return of fry from the 2018 record year's fish total.

Comprehensive Plan Committee: Hall read a brief update from the Committee's Chair, Alfred Ajami. The Committee as a whole is focused on preparing opinion surveys for public input, while several of the Subcommittees are well into their work collecting data and identifying issues for wider discussion. Subcommittee meetings are now published online and the public is welcome.

## **New Business**

Fishermen's Memorial proposal: David Kolodin, former Bristol School Principal and former chair of the School Board, asked for the Board's input on the idea of establishing a memorial to Bristol fishermen lost at sea. He noted an example of a sculpture of a fisherman's wife from the Lofoten Islands in Norway, and indicated his preference that it be located at the Lighthouse Park and associated with the Fishermen's Museum.

Discussion centered on the need not to conflict with the current project to raise money for the proposed Veterans' Memorial Walk at Ellingwood Park, a project likely to be constructed in 2022. Once that is complete, members thought this could be a good project, assuming that fundraising would be conducted privately and without public funds in a similar manner to the Veterans' Memorial. Siting approval would be up to the Parks and Recreation Commission.

Shellfish Warden contract: Selectmen reviewed a contract for Shellfish Warden services with Bruce Barter. Steve Lackovic reported that Mr. Barter had demonstrated appropriate insurance and certification as a Warden, and been contracted on July 15<sup>th</sup> with South Bristol for a similar 100 hours of time. Lackovic noted that the Lincoln County Sheriff's Office are aware of the situation and will be glad to be relieved of the responsibility, as they are currently short-staffed. It was moved by Hanna, seconded by Yates, to approve the contract as presented in the amount of \$3,000, for the period ending December 31, 2021. Motion passed, 3 – 0, and Selectmen signed the contract.

Maine DoT Review of Town Roads: Due to confusion between the state's departments of Transportation (DOT) and Agriculture, Conservation and Forestry (ACF) over ownership of the state park's access road, Colonial Pemaquid Road, which the DOT had wrongly recorded as a Town, not a state road, the head of the Local Roads Assistance Program, Peter Coughlan, had requested a review of Bristol's local roads responsibilities – the last review having been in 2008. Hall will try to schedule his visit for a Friday on which Chair Hanna could be available.

Merritt Brackett Lobster Boat Races: Hall reported a request from Colonial Pemaquid State Park for the temporary closure of Old Fort Road during the morning of Sunday, August 15, during the lobster boat races. This would forestall congestion of cars trying to park in the State Park or Old Fort Road. Hanna moved, seconded by Yates, that Old Fort Road be closed to vehicular access between the hours of 8.30 am and 1 pm on Sunday, August 15<sup>th</sup>, subject to the Highway Department placing 'no parking' signs and cones for that day along one side of Huddle and Snowball Hill Roads as per the usual practice for Olde Bristol Days; and also that the resident Davis and Fleweling families be permitted entry for themselves and their tenants during the closure. Motion passed, 3 – 0.

Staff Meeting with HR consultants: Poland reported that August 10 had been set as the day when consultants Rhoda McVeigh and Deb Bartol of KMA Human Resources would be available to give a training workshop for all full-time staff. The goals are to set expectations and plan for increased cooperation between the several departments of the Town (and also including the manager of the Bristol / South Bristol Transfer Station).

Yates offered that the meeting be set for 4.30, to accommodate the Administrator's travel that evening to the MTCMA conference; and that the Learning Center at the

Lighthouse Park be used as a venue, so as not to conflict with the Comprehensive Plan Committee that night. Poland will confirm whether that time is good for the consultants.

Poland requested that Hall assemble job description and wage/salary information to forward to KMA Consultants.

### **Regular Business:**

Property Tax Abatement and Supplemental Tax Warrants: the Treasurer presented a number of Abatement Warrants as a result of the clean-up of errors, omissions and late information from the 2021 tax commitment.

It was moved by Yates, seconded by Poland, to approve Abatement Warrant number 2021-0005, and corresponding Supplemental Tax Warrant number 2021-0002, both in the amount of \$2,106.00, for property at Map 018, lot 036; these being necessary to update the names of the property owners. Motion passed, 3 – 0.

It was moved by Poland, seconded by Yates, to approve Abatement Warrant number 2021-0003, in the amount of \$1,482.48, for the Parsonage at Map 002, lot 055-C-2. Motion passed, 3 – 0.

It was moved by Poland, seconded by Hanna, to approve Abatement Warrant 2021-0001, in the amount of \$1,209.60, for property at Map 007-124-A-2. Motion passed, 3 – 0.

It was moved by Poland, seconded by Yates, to approve Abatement Warrant 2021-0004, in the amount of \$1,428.48, for property at Map 007, lot 076-B. Motion passed, 3 – 0.

It was moved by Yates, seconded by Poland, to approve Abatement Warrant 2021-0002, in the amount of \$74.16, for property at Map 011A, lot 002-A. Motion passed, 3 – 0.

The Treasurer reported email correspondence from the County Commissioners, followed by a letter, that on July 6<sup>th</sup> they had denied an appeal of property tax assessment by Michael Chase on Map 031, lot 041 and lot 043.

Building permit applications: Selectmen reviewed and approved building permit applications for properties at Map 002, lot 055-C-2; Map 009, lot 027-D; Map 010, lot 061; Map 016, lot 033; Map 021, lot 056; Map 027, lot 043-C; Map 031, lot 059.

Warrants: The Board reviewed and approved payroll and accounts payable Warrants for the Town Office, Fire and Rescue, Parks Department, and the Bristol / South Bristol Transfer Station.

### Correspondence:

Hall requested the Board to complete a ballot paper for the Maine Municipal Association Board. The election is not contested.

Maine DOT asked for the annual certification that the 2020 Local Roads Assistance Program grant had been spent on Town roads. Selectmen signed the completed certification.

### Public Comment:

The Treasurer reported no progress with solar lighting for illuminating the Liberty Pole. She had discussed with DiMauro Electrical the solution of running a power line to the green, which would require burying it under the paved road and re-paving. DiMauro

offered to donate the light but there would be electrical labor costs of around \$2,000 plus the paving costs. She was directed to pursue this solution.

The Treasurer also raised again the idea of procuring GIS software to give in-house mapping capacity. Mapping will be need for the Comprehensive Plan, but will likely be contracted out. The GIS need is primarily for assessing and tax maps. No action taken.

There being no further business, the Board adjourned at 8.45 pm.

Respectfully submitted,

Christopher Hall  
Town Administrator