



**Selectmen's Meeting
MINUTES
Bristol Town Office, September 1st, 2021**

Selectmen Present: Chad Hanna, Kristine Poland, Paul Yates

Also Present: Chris Hall (Town Administrator); Jessica Westhaver (Treasurer); Clyde Pendleton, Chair, and Sandra Lane (Parks Commissioners); Lara Decker (Parks Director); Scott Sutter (Fire Chief); Alfred Ajami (Chair, Comprehensive Plan Committee); Jamie Brinkler; Robert and Janet John; Robert Radloff.

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 meeting of August 18th be accepted as drafted. The motion was seconded by Poland and passed, 3 – 0.

Matters Referred from Other Town Bodies: Float storage on Town Landings: The Harbor Committee and the Parks Commission jointly sought a decision from the Board on whether to continue or discontinue float storage on Town Landings. The Harbor Committee had voted to request termination of the use of the Landings for recreational float storage.

Pendleton, for the Parks Commission, indicated that there is still uncertainty regarding the final legal determination of whether float storage by the town constitutes a commercial use prohibited in the Moxie Cove deed of gift to the Town. The Town's attorney has been on leave of absence and has not yet submitted a final written opinion.

Jamie Brinkler of Round Pond Marine, and Round Pond float owners BJ John and Robert Radloff, urged that a decision be put off as floats are already being taken out of the water in early September, and it is too late to make alternative arrangements. Radloff also questioned why more notice had not been given to float owners, to which Pendleton pointed out that last spring every float owner got a notice of possible changes with their float storage bill.

After further discussion it was moved by Poland, seconded by Yates, to allow storage at Moxie Cove and Hanna Landing for the 2021-22 winter season (only); and for storage at New Harbor Landing to be for emergency use only, as determined by the Harbormaster. Motion carried, 3 – 0.

Pendleton then requested the Selectmen make a final decision by January 1st so Parks can notify all float owners and haulers of any changes for 2022-23.

Fire Chief's Quarterly Report: Chief Sutter presented a written summary of the Fire and Rescue Department's very busy summer. He and the Town Administrator will jointly prepare an Emergency Planning exercise for all Town officials and Department officers, in which Selectmen may participate. The Chief will also look for training opportunities for his additional role as Public Health Officer for the Town. He reported that he is still waiting for a visit from MDOT to review parking problems at New Harbor hill.

New Business:

Sproul Hill Road culverts: The Town had received a request from a resident on the Hatchtown section of Sproul Hill Road to replace one culvert, and divert water from a second, that are contributing to flooding on their property. Hanna had looked at this in the past and believed that the road culverts are not responsible for their water problems, but he will look at the culverts once again.

Rock School House: Selectman Yates asked the Parks Commissioners what plans they have to clean and repair the historic Rock School House, which has not been open to the public for two years due to the unwillingness of volunteers to work during Covid. The roof appears in need of replacement and there is water damage inside. For the Commissioners, chair Pendleton agreed to seek bids on a new roof which could be paid from the Parks surplus.

Public Hearing: The Board agreed to hold a Public Hearing on the annual General Assistance Ordinance Amendments, at their regular meeting on September 15th at 7 pm.

Old Business:

Town projects: The Town Administrator reported that sandbags had been placed in the river by Hagar, to permit draining the dam for work to commence following the Labor Day holiday. Fire Chief Sutter acknowledged that a plan is in place to move the dry hydrant ahead of the dam work.

Hall reported that Hagar are due to commence the scheduled paving work the week of September 20th. The Old County Road culvert replacement will start with the expected delivery of precast concrete sections on or around September 15th, at which point the road will be closed to through traffic for an expected three to four weeks.

The roof replacement on the Hanna Landing storage building has been put back to October at the request of the contractor.

Roadside brush clearance by Nathan Northrup, LLC, is now scheduled for the week beginning September 27th.

Regular Business:

Catering permits: two applications for events at Pemaquid Beach, catered by The Contented Sole, were reviewed and approved.

Tax Abatement and Supplemental Assessment: A property at Map 004-154-S2-Lease had been found to have been assessed in 2019 to the incorrect owner, due to a late filing of a bill of sale at the Town Office. To correct this an Abatement Warrant had been prepared for the previous owner, and a matching Supplemental Tax Warrant for the new owner. It was moved by Poland, seconded by Yates, to approve Abatement Warrant number 2021-0008, in the amount of \$27, which was approved by a vote of 3 – 0. It was

then moved by Yates, seconded by Poland, to approve Supplemental Tax Certificate and Warrant number 2021-0003, also for \$27, which passed 3 – 0.

Tax Liens: Tax liens for the 2019 tax year are due to mature on October 15th. Hall reported a list of 14 properties which could fall to be acquired by the Town if the outstanding tax payments are not made by that date.

Building permit applications: Selectmen reviewed and approved building permit applications for properties at Map 003, lot 092-N; Map 04C, lot 007; Map 011-A, lot 015-A-3; Map 029, lot 052-E; Map 031, lot 059.

Month-end financials: Selectmen reviewed and approved the August and year-to-date cash flow report, checkbook, Real Estate and Personal Property reconciliations, and the Parks and Recreation cash balance. Hall noted that although it appeared we had less cash available than a this date in 2020, we had this year paid the annual County Tax in August rather than September, so that we are in effect \$500,000 ahead of last year.

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.

MMA Voting Authority: It was moved by Hanna, seconded by Yates, to appoint Yates as the Town's Voting Delegate at the annual meeting of the Maine Municipal Association on September 30th. Motion passed, 3 – 0, and the Board signed the MMA credential form making the appointment.

Correspondence: A letter of thanks was received from Life Flight of Maine, which had received the grant authorized by the March 2021 Town Meeting.

A legal Opinion Letter was received from attorney Hylie West at the Town's request, dealing with the claims of various parties to rights of way on the discontinued Old Long Cove Road. In short, the Town has nether rights or obligations regarding the former road, which was discontinued in 1911, and the parties will have to resolve any conflicts through private negotiation or litigation.

There were no public comments.

The Chair gave notice of forthcoming Public Meetings as follows:

- Parks and Recreation Commission, Tuesday, September 7th, 5.30 pm at the Ellingwood Information Center
- Comprehensive Plan Committee (CPC): Tuesday, September 14th, 7.00 pm at the Town Office

CPC Subcommittee meetings:

- Education, Tuesday, September 7th, 6.30 pm at the Town Office
- Natural Resources, Agriculture, Forestry & Water, Tuesday, Sept. 7th, 6.30 pm at Round Pond Fire Station
- History and Archaeological Resources, Monday, Sept. 13th, 6.30 pm at the New Harbor Fire Station
- Population and Economy, Monday Sept. 20th, 8 am at the New Harbor Fire Station
- Land Use and Related Ordinances, Monday, September 20th, 6.30 pm at the Town Office

- Governance and Regional Cooperation, Wednesday Sept. 22nd, 8.30 am at the Town Hall
- Town Government and Finance Subcommittees (joint meeting), Wednesday September 22nd, 5.30 pm at the Town Office.
- Parks, Recreation and Water Access, Thursday, Sept. 23rd, 6.30 pm at Ellingwood Parks Office
- Harbor Committee, Thursday, September 24th, 5.00 pm at the Bristol Town Office
- Selectmen, Wednesday, September 15th, 7.00 pm at the Town Office

The Chair also gave notice that Town Office will be closed on Monday, September 6th, for the Labor Day holiday.

Executive Session:

It was moved by Hanna, seconded by Poland, to enter Executive Session for the purpose of discussing personnel matters. Motion passed, 3 – 0, and the Board entered Executive Session at 8.39 pm.

The Board left Executive Session at 9.20 pm, and the Chair reported that no action would be taken.

There being no further business, the board adjourned at 9.21 pm.

Respectfully submitted,

Christopher Hall
Town Administrator