



**Select Board Meeting
MINUTES
Bristol Town Office, September 7th, 2022**

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

Also present: Chris Hall (Town Administrator); Richard Francis (co-Chair, Comprehensive Plan Committee)

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

Poland moved, seconded by Yates, acceptance of the Minutes of the meeting of August 24th as presented. Motion passed, 3 – 0.

Update from Comprehensive Plan Committee:

Richard Francis, co-Chair of the Comprehensive Plan Committee, reported on the Committee's activities over the summer in outreach and publicity, and the search for a consultant to assist the Committee to write up the Plan. He noted that much work has been done to complete the initial documentation phase of the Plan, which will save time and money for the consultant-driven second phase of work.

The Committee had voted the previous night, September 6th, by 9 votes to none with one abstention, to recommend to the Select Board the hiring of NorthStar Planning. The Committee had also interviewed Drummond Woodsum and the Lincoln County Regional Planning Commission, but felt that NorthStar had the best combination of cost, availability and resources. The Committee has \$53,440 remaining from its 2022 budget authority.

Hanna moved, seconded by Poland, that the Board approve the Comprehensive Plan Committee's request and authorize contracting with NorthStar Planning for consulting services, for an amount not to exceed \$53,000. Motion passed, 3 – 0.

Recommitment of taxes: Hall presented TRIO reports of the amounts to be recommitted to the new Tax Collector, John Riley, as of the current date. At Poland's request the matter was tabled pending discussion with William H. Brewer, CPA, regarding an audit of the amounts outstanding, as had been done with previous recommitments. Hall will contact the Brewers for a quotation and timeframe for a tax receipts audit.

Matter referred from the Shellfish Committee: As part of the Committee's water quality activities, with the goal of re-opening to harvesting the currently closed shellfish beds in the upper Pemaquid Harbor, the US Fish and Wildlife Service had approved a Depredation Permit for the taking of up to 30 Canadian geese at points on the Pemaquid River where high levels of fecal contamination had been traced to the geese.

Yates proposed, seconded by Hanna, that the following members of the Shellfish Committee be

appointed Sub-Permittees under Permit MBPFR 004871 to take Canadian geese: Steve Lackovic, Steve Termine, Rick Poland, Ron Poland. Motion passed, 3 – 0.

Regular Business:

Liquor License Renewal: The Board reviewed a request to renew the liquor license of Maurer and Partners, d/b/a Stone Cove Catering. Poland moved, seconded by Yates, approval of the application. Motion passed, 3 – 0 and the Board signed the application.

Building Permits: the Board reviewed permit approvals by the Code Enforcement Officer for the following properties: Map 004, lot 100-E; Map 006, lot 063; Map 008, lot 036; Map 010, lot 043; Map 011C, lot 003-A; Map 016, lot 046; Map 029, lot 027; Map 032, lot 018.

Financials: the Board reviewed tax collection reports, bank statements and financial reporting against the budget for the month of August and the year to date.

Warrants: the Board reviewed and signed Warrants for Accounts Payable for the Town, Fire Department, Education and Bristol Parks & Recreation.

Correspondence: Hall reported a letter from the Lincoln County Commissioners inviting the Select Board members to a meeting to elect the 2022-23 County Budget Committee, to take place at 3 pm on Thursday, September 15th at the Court House.

Public Comments: There were no public comments.

The Board discussed the timing of the public consultation into the hiring of a new Town Administrator, to be held by recruitment consultant Don Gerrish on September 21st. To allow all members of the Board to attend it was agreed to hold this at 6.30 pm, prior to the regular business of the Select Board that night.

The Chair gave **Notice of Public Meetings** as follows:

- Shellfish Committee, Monday, September 12th, 6.30 pm at the Town Office
- Parks and Recreation Commission, Tuesday, September 20th, 6.00 pm at Ellingwood Information Center
- Public Meeting with consultants on search for a new Town Administrator: Wednesday, September 21st, 6.30 pm at the Town Office, with the regular Select Board to commence upon the end of the Public Meeting.

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

Respectfully submitted,
Chris Hall
Town Administrator