



**Select Board Meeting
MINUTES
Bristol Town Office, November 30th, 2022**

*Select Board Members Present: Chad Hanna, Kristine Poland, Paul Yates.
Also present: Evan Houk*

Hanna called the meeting to order at 6.30 pm and led the Pledge of Allegiance.

Minutes.

On a motion by Poland and a second by Yates, the minutes of November 16th were passed unanimously.

New Business.

School Renovation Funding. Loan figures were reviewed for the proposed school renovation project. Projections from The First were based on a principal amount of \$8 million with terms of 15 and 20 years. The 15-year term carried an interest rate of 5.30% and the 20-year term 5.59%. Hanna and Poland both felt the shorter term with the lower interest rate would work best. Poland asked about the cost of bond counsel and Hanna wondered how long the bank would hold the interest rate.

AOS93 Business Manager, Peter Nielson, and the School Committee have invited the Board on a tour of the school and the proposed renovation project. The date and time of the tour is TBD.

Termination of Easement. On a motion by Hanna and a second by Yates, it was unanimously passed to sign a Termination of Easement and Agreement with Joyce D. N. Jones. This easement was originally granted for a proposed dry hydrant at Munro Bridge. It was later determined that the location was not feasible for a dry hydrant. Attorney Hylie West drew up the Termination of Easement.

Animal Control Contract. On a motion by Poland and a second by Yates, the Animal Control contract with LCSO was unanimously passed. The term of the contract is January 1, 2023 through December 31, 2023. Noted changes from the previous year's contract were an increase in hourly wages from \$18 to \$22 and invoicing would be monthly rather than quarterly.

Public Works Job Description. A job description for a newly created hybrid public works position was reviewed. The position will be shared between the Parks Department and the Highway Department. Parks Commissioner Pendleton, Parks Director Gallagher and Highway Director Hunter worked on the job description together. It was noted that the JD was very thorough, and the Board found no problems with it. It was decided not to advertise the position until later next year, most likely after town meeting.

Town Office Generator Invoice. It was agreed that the new generator would qualify for American Rescue Plan funding. The Board advised to pay the invoice from the Town Building Capital Reserve and will later replenish that account with the ARPA funds contingent upon town meeting approval.

Old Business.

Willing Workers Hall. Bobby Ives met with Yates again regarding the Willing Workers Hall. The Board all agreed that the building has great historical value and they accept the offer contingent upon an affirmative vote at town meeting. Hanna suggested that a maintenance plan and uses of Bristol's small historic buildings would be a good topic for the Comprehensive Plan Committee.

Budget Committee. There is currently one opening on the Budget Committee. In September, a number of applicants were reviewed and appointed to either the Budget Committee or the Appeals Board. Only one applicant was not appointed to any committee, Sandee Brackett. She will be offered the appointment.

Regular Business.

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

Correspondence. None

Public Comment. None

Hanna gave Notice of Public Meetings as follows:

- Planning Board, Thursday, December 1st @ 7pm; Town Office
- Shellfish Committee, Monday, December 5th, 6:30pm at the Town Office
- Parks Department, Tuesday, December 6th and December 20th, 6pm at the Ellingwood Center
- Select Board, Wednesday, December 7th and 21st, 6.30 pm at the Town Office
- Comprehensive Plan Committee, Tuesday, December 13th, 7pm at the Town Office

Executive Session:

On a motion by Hanna and a second by Poland, it was unanimously agreed to enter Executive Session for the purpose of discussing personnel matters. The Board entered Executive Session at 7:07pm. The Board left Executive Session at 7:20pm.

The meeting adjourned at 7:20pm.

Respectfully submitted,

Rachel Bizarro
Interim Town Administrator