



Municipal Office, Town of Bristol, Maine

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**Comprehensive Plan
Joint Meeting of the “Finances” and “Town Government” Subcommittees Agenda
Wednesday, August 25th, 2021, at 5:30-6:30 p.m.
Bristol Town Office**

- 1) Call to order and Pledge to Allegiance (Tom Bishop, acting chair)
- 2) Accept the Minutes of the August 25, 2021
- 3) Review of cut and paste chapters compiled by committee members per outline in the ch208 Rule sections relevant to these Subcommittees (Facilities, Section 11 and Finances, Section 12)
- 4) Discussion of data collection and analysis needs based on applicability to Bristol; assignment of specific tasks to one or more Members:
 - a. Inventory of Bristol’s financials needed for a capital plan
 - b. Inventory of Bristol’s functional service departments, e.g. administration and relevant service departments and committees
 - c. Inventory of relevant job descriptions and mission statements (actual or to be created/recommended for the purposes of a CP)
- 5) Other business and public comment
- 6) Next meeting: October 20, 5:30-6:30 at Bristol Town Office
- 7) Adjournment

Note: The Subcommittee Joint Meeting should conclude NO LATER than 6:45. An emergency meeting of the Select Board is scheduled to follow at 7:00 pm.