

**Minutes  
Bristol Select Board  
October 6, 2020**

**Meeting Logistics and Instructions:** The Bristol Select Board met at the Bristol Town Office and allowed the public to listen and participate in this meeting in person. The meeting room was set up in accordance with CDC and DHHS guidelines. Those attending in person, were kindly asked to consider wearing a face mask and practice good hygiene. Masks and hand sanitizer were available.

The public was also able to watch the meeting livestreamed on Channel 24 and the public had access to contemporaneously listen and participate in this meeting through the town's conference call line. The public was able to join the conference call by using a telephone, calling 603-744-3354, entering extension 190, then entering the password 1111#.

**Present:** Select Board members: Chair Wayne Anderson, Vice Chair Don Milbrand, Anita Avery, JP Morrison, Les Dion, and Nik Coates, Town Administrator (conference call remote) and Jim Commerford, Commerford Nieder Perkins, LLC (conference call remote).

**Absent:**

**Public Session:** Chair Anderson opened the public meeting at 3:59PM by leading the Pledge of Allegiance.

**Others Present:** Christina Goodwin, Land Use/Assessing Manager; Deb Tivey, Administrative Assistant; Ray Courchaine, Media Manager.

**Review of Preliminary Values:** Christina Goodwin presented the preliminary list of property values for the Board to review before the finalization process for the reevaluation. She explained the estimated timeline that begins with the Board giving approval to move forward with mailing out letters to taxpayers, in person or phone call hearings and the MS1 process. The Board granted the go ahead to have letters sent out to taxpayers.

**Status Update of Beach Stairs:** Ms. Goodwin updated the Board on the removal of the stairs at Avery Crouse Beach. She let the Board know the escrow account had been created, that the Town had spoken to the contractor completing the project, and she believes the project will be completed by the completion date of October 19. Next steps include having a Town representative on site once the work begins and posting signs on the site.

**Refinancing of Bonds:** Mr. Coates reported that he and Robert Blanchette, Finance Officer/Human Resources Director have investigated refinancing three Northway Bank loans that the Town has for the Library, Water and Sewer and Square Project. He let the Board know that Northway Bank offered the Town new and better rates and that the bank waived fees for refinancing. He let the Board know that the Town wouldn't have any out of pocket costs associated with refinancing these loans and that the Town will save money by refinancing. Vice Chair Milbrand made a motion to move forward with the refinancing of the three loans and to sign the agreement with Northway Bank. Motion was seconded by Ms. Dion. No discussion. The Board voted 5-0-0, in favor of the motion. The motion passed.

**Acceptance of Pemigewasset Shore Drive:** Mr. Coates reported that Mr. Bucklin has approved the maintenance work completed on Pemigewasset Shore Drive. With this report Chair Anderson made a

motion to accept Pemigewasset Shores Drive as a Class V Town Road effective immediately now that all conditions in the Board's July 6, 2020 conditional acceptance vote had been met. The motion was seconded by Ms. Avery. No discussion. The Board voted 4-0-1, in favor of the motion. The motion passed.

**2021 Beach Plans:** Mr. Coates asked for clarification from the Board on what the Board decided to do about the 2021 beach passes. It was decided that the permits would stay status quo for the time being. The issue would be revisited in the Spring and see where things are with the pandemic.

**Hall Road Danforth Brook Road:** Mr. Coates asked the Board for clarification on what the Board decided to do about the Hall Road/Danforth Brook Road traffic pattern change. The Board directed Mr. Coates to draft up letters to be sent out to residents in the area about the traffic pattern change to one way. Then based on any feedback from the letters sent out, schedule a public hearing on this issue, if need be.

**Select Board Items:** none

**Public Comments:** none

**Non-Public Session: Nonpublic Session Per NH RSA 91-A, II (a) (e), (l):** Chair Anderson made a motion to enter into non-public session under NH RSA 91-A, II (a), (e), (l), motion was seconded by Ms. Dion. Roll call vote to enter nonpublic session: Ms. Avery, yes; Vice Chair Milbrand, yes; Ms. Dion, yes; Mr. Morrison, yes, Chair Anderson; yes. Motion passed 5-0-0. Entered nonpublic session at 4:25 PM.

Motion to leave nonpublic session and return to public session was made by Chair Anderson, seconded by Mr. Morrison. Roll call vote taken. 5-0-0 in favor, the motion passed. Public session reconvened at 4:45PM.

Ms. Dion made a motion to seal non-public minutes, seconded by Vice Chair Milbrand. Roll call vote taken. The Board voted 5-0-0, the motion passed. Public session reconvened at 4:46 PM.

While back in public session Ms. Dion made a motion to accept the Chief of Police's contract recommendations. The motion was seconded by Vice Chair Milbrand. The Board voted 3-2-0 on the motion, the motion passed.

Motion made by Chair Anderson to adjourn public meeting at 4:56PM, seconded by Vice Chair Milbrand. The Board voted 5-0-0, motion passed.

Respectfully submitted,  
Deborah A. Clarke-Tivey