

**Minutes
Bristol Select Board
November 5, 2020**

Nonpublic Session Per NH RSA 91-A, II (c) (e): Mr. Milbrand made a motion to enter into non-public session under NH RSA 91-A, II (c), (e) motion was seconded by Chair Anderson. Roll call vote to enter nonpublic session: Ms. Avery, yes; Vice Chair Milbrand, yes; Ms. Dion, absent; Mr. Morrison, absent; Chair Anderson; yes. Motion passed 3-0-0. Entered nonpublic session at 4:22 PM.

Motion to leave nonpublic session and adjourn non-public session was made by Mr. Milbrand, seconded by Chair Anderson. Roll call vote taken. 3-0-0 in favor, the motion passed. Non-public session ended and Public Session started at 4:45 PM.

Present: Select Board members: Chair Wayne Anderson, Vice Chair Don Milbrand, Anita Avery, JP Morrison, and Nik Coates, Town Administrator

Absent: Select Board Member, Les Dion

Public Session: Chair Anderson opened the public meeting at 5:30 PM by leading the Pledge of Allegiance.

Others Present: Christina Goodwin, Land Use/Assessing Manager; Deb Tivey, Administrative Assistant; Ray Courchaine, Media Manager; Cade Overton, Assistant Media Manger; Raymah Simpson, Town Clerk/Tax Collector; Ned Gordon, Moderator; Ben LaRoche, Fire Chief; Tom Caldwell, Reporter from Liberty Media; Erik Nelson, Dan Arseneau, and members of the community

Meeting Minutes: Mr. Morrison made a motion to accept the minutes of October 1, 2020 as written, seconded by Ms. Avery. No discussion. The Board voted 4-0-0, motion passed.

Consent Agenda and Manifests: Chair Anderson made a motion to approve the consent agenda and manifests dated November 5, 2020; to include the items named therein, seconded by Mr. Morrison. No discussion. The Board voted 4-0-0 in favor of the motion to approve the consent agenda.

Town of Bristol March Voting Location: Both Raymah Simpson and Ned Gordon addressed the Board regarding the location of voting for the elections in March 2021. Ms. Simpson let the Board know that the School District would like to know by November 6, 2020 if the Town would be requesting the use of a school building to be used for the March elections. Mr. Gordon discussed the various types of elections that take place and the advantages of using the Town Office versus using the high school for the March elections. Mr. Milbrand made a motion to hold March voting at the Town Office. Ms. Avery seconded the motion. The Board voted 4-0-0 in favor of the motion. The motion passed.

Consideration of Town Charter Commission Establishment: Mr. Caldwell reminded the Board that he asked voters at the 2020 Town Meeting whether they would support moving ahead with a Town Charter Commission. The vote at the Town Meeting was positive. A discussion outlining the two avenues for proposing the adoption of a municipal charter under RSA Chapter 49-B:3 took place.

Tax Rate Setting: This topic has been placed on the Select Board's agenda for their November 12, 2020 public session meeting.

FEMA Grant Opportunity for Message Board: Fire Chief LaRoche let the Board know that FEMA has funds remaining in its budget and approached the Town to see if the Town wanted to apply for the funds to purchase a message board. The grant would need to be written by the end of the year. A quote received for a message board last year was about \$15,300.00. If awarded the grant, the Town could receive 50% toward the purchase of a message board with the remaining 50% coming from the Town. A discussion took place as to how the message board could be used by all Town Departments and stored at the Highway Department. It was decided that Fire Chief LaRoche should pursue the grant from FEMA.

Ratification Vote Tax Anticipation Note: In a prior Select Board meeting, the Board approved and signed a TAN with Northway Bank. However, a formal vote recorded in minutes is required by the bank. Chair Anderson made a motion to approve the TAN from Northway Bank in the amount of 1.5 million dollars. The motion was seconded by Mr. Milbrand. The Board voted 4-0-0 in favor of the motion. The motion passed.

Swim Lines Contract: Mr. Coates reviewed a one-year contract for the installation, removal and repair of the beach swim lines for the summer of 2021 at both Avery-Crouse and Cummings Beaches. The same contractor the Town has used in the past would be used. The contract presented formalizes expectations of both the Town and contractor.

Town Administrator's Report: Mr. Coates let the Board know that Donna Worthen has requested to join the Sustainability Committee. Mr. Milbrand made a motion to appoint Donna Worthen to the Sustainability Committee. Motion was seconded by Ms. Avery. The Board voted 4-0-0 in favor of the motion. The motion passed.

Select Board Items:

Chair Anderson thanked and recognized Paul Bemis for providing air purifiers for voting and wished him luck on his new business venture.

Ms. Avery thanked the Town's people for doing their civic duty and voting in the election in a respectful manner.

Public Comments: Erik Nelson asked the Board for an update on the status of the sewer expansion project. Mr. Coates and Mr. Milbrand explained the grants and funding connected with this project and how the Board will continue to look at these numbers to see if it makes sense to move forward with the project. Mr. Milbrand reassured Mr. Nelson that the Board has made no final decision on this project.

Motion made by Mr. Morrison to adjourn public meeting at 6:30 PM, seconded by Mr. Milbrand. The Board voted 4-0-0, motion passed.

Respectfully submitted,

Deborah A. Clarke-Tivey