

Minutes
BRISTOL SELECT BOARD
Thursday, January 21, 2021

Due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, the Select Board is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, this is to confirm that the meeting is open to the public and can be accessed in the ways described below.

We are utilizing the Zoom platform for this electronic meeting. All members of the Select Board have the ability to communicate contemporaneously during this meeting through the Zoom platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through the following ways.

Join Zoom Meeting on a computer or laptop:

<https://us02web.zoom.us/j/82352102177>

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If there are problems with access, please call (603) 530-1765.

In the event the public is unable to access the meeting, we will adjourn the meeting and have it rescheduled at that time.

Please note that all votes that are taken during this meeting shall be done by Roll Call vote.

At the end of the meeting, there may be a nonpublic session. The Chair will announce this, take Roll Call vote, and will then ask that all members of the public adjourn from the meeting.

Present: Select Board members: Chair Wayne Anderson, JP Morrison, Les Dion, Anita Avery, and Town Administrator, Nik Coates

Absent: Vice Chair Don Milbrand

Others Present: Remotely- Brian Fogg, Utility Assessor; Christina Goodwin, Land Use/Assessing Manager; Deborah Tivey, Administrative Assistant; Bill Dowey, Economic Development Committee Chair; Mr. and Mrs. David Kafka, members of the community

Public Session: Chair Anderson opened the public meeting at 5:20PM by leading the Pledge of Allegiance.

Meeting Minutes: Mr. Morrison made a motion to accept the minutes of January 7, 2021, as written, seconded by Ms. Avery. No discussion. The Board voted 4-0-0, motion passed.

Consent Agenda and Manifests: Ms. Avery made a motion to approve the consent agenda dated, January 21, 2021, to include the items named therein, motion seconded by Ms. Dion. Discussion around the length of contracted general assessing services being 1- year, 3- years or 5- years took place. The Board agreed to keep with the consent agenda's recommendation for a contract for General Assessing Services for a 3-year period from 2021 to 2023. The Board voted 4-0-0. The motion passed.

Introduction of New Utility Assessor Brian Fogg: Mr. Coates introduced Brian Fogg, Utility Assessor to the Board. Mr. Fogg discussed his experience, role and accomplishments while working for Skip Sansoucy where he was employed for 13-14 years before going out on his own as a Utility Assessor. Mr. Fogg reported that his strength was his ability to focus on individual clients. His goal is to have reports completed by the end of August so the MS1 would not be held up for filing.

Assessing Program Update: At the December 21, 2020 Select Board meeting, the Board requested to discuss the various programs under the Assessing Department. Ms. Goodwin gave a report to the Board on the various tax incentives and discounts offered by the Town of Bristol either by State Statute or adoption by the Town. She reported on RSA 79-A Current Use, RSA 72:38-a Tax Deferrals, RSA 72:23 Religious, Educational and Charitable Exemptions, RSA 79-E Community Revitalization Incentives and Exemption Credits for the blind, deaf, disabled, elderly and for Veterans. Ms. Goodwin then explained to the Board full revaluation, full statistical revaluation and partial update covering the types of revaluation that are in place for the Town of Bristol.

Public Hearing: Fox Run Road Discontinuance and Paper Turnaround: Chair Anderson opened the second public hearing on the proposed Fox Run Roads Discontinuance and Paper Turnaround at 6:40pm. He asked if anyone from the public wanted to make any comments or ask questions. Mr. and Mrs. Kafka, the buyers of the Pacino's property, attended the hearing to answer any questions or to clear up any misinformation that might come up. There was no public comments or questions. The Board will vote on its decision at the February 11, 2021 meeting. Chair Anderson ended the public hearing at 6:46PM.

Ice Skating Rink: Ms. Dion was approached by a group of people interested in setting up an Ice-Skating Rink Committee. Ms. Dion wanted to bring this concept to the Board first for their support. The Board is supportive of the committee and idea. Mr. Coates recommended that the group interested in forming this committee be sponsored by an organization or be town volunteers for insurance purposes. Chair Anderson offered his suggestion of utilizing the lake for a rink.

Code of Ethics Ordinance: As a follow- up to the Board's January 7, 2021 discussion regarding a Code of Ethics Ordinance, Mr. Coates asked the Board if they would like to put together a warrant article for a Code of Ethics Ordinance. The Board believed they were already bound by this code citing RSA 31:39a. They thought it should be a document to be signed voluntarily and if someone didn't wish to sign it there should be a letter given that states the person received a copy of the Code of Ethics. Currently, the Board didn't feel the need for a warrant article on this topic.

Town Administrator's Report: Mr. Coates stated that he had completed the new self-evaluation form for the Board's review in non-public session.

Select Board Items: Mr. Morrison felt that there should be a pathway from the center of Bristol to Wells Field and other places that have a high volume of pedestrians.

Public Comments: Bill Dowey asked if Dr. Hector Hsu and Britta Hallberg were appointed to the Economic Development Committee? He was told by the Board that this task was completed earlier in the meeting under the acceptance of the consent agenda.

Mr. Dowey explained that he had given Chair Anderson a Letter of Intent/Interest that needed to be filed with the DOT before February 5, 2021 in order for the Town of Bristol to apply for a grant to help fund the Pemi Trail. If the grant is awarded, the Town could receive up to 3.2 million dollars if the Town contributed 20% of the projects cost. Chair Anderson explained that the Letter of Intent, if sent, would have to be non-binding and just because the letter was sent there was no guarantee that the Town would be awarded money for the project. Ms. Dion asked Mr. Dowey if the grant was awarded to the Town would the Economic Development Committee be willing to do the work to complete this project? She didn't want any more added to Mr. Coates' workload. Mr. Dowey assured the Board that the committee was willing to put in the time to complete the project. The Board agreed to have the letter sent to apply for the grant.

Nonpublic Session Per NH RSA 91-A, II (c) Chair Anderson made a motion to enter into non-public session under NH RSA 91-A, II (c), motion was seconded by Mr. Morrison. Roll call vote to enter nonpublic session: Ms. Avery, yes; Ms. Dion, yes; Mr. Morrison, yes, Chair Anderson; yes. Motion passed 4-0-0. Entered nonpublic session at 7:13PM.

Motion to leave nonpublic session and return to public session was made by Mr. Morrison, seconded by Mr. Milbrand. Roll call vote taken. 4-0-0 in favor, the motion passed. Public session reconvened at 7:34PM.

Mr. Morrison made a motion to adjourn the meeting at 7:35pm, seconded by Ms. Avery. The Board voted 4-0-0 in favor of the motion.

Respectfully submitted,

Deborah A. Clarke-Tivey