

BRISTOL SELECT BOARD
Minutes
Thursday, March 18, 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/81305691546>

Join Zoom Meeting on a smart phone or tablet:

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Join a Meeting using Meeting ID: 813 0569 1546

Join Zoom Meeting using a telephone (audio only)

Call (646) 558-8656

Meeting ID: Join a Meeting using Meeting ID: 813 0569 1546

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.

Present: Select Board members: Don Milbrand, JP Morrison, Les Dion, Anita Avery, Shaun Lagueux and Town Administrator- Nik Coates

Absent:

Others Present: Ray Courchaine, Media Manager; Bill Dowey, Economic Development Committee Member; Remotely- Jeff Chartier, Water and Sewer Superintendent; Lorna Platts, Garden Club Member; Melissa Levy, Community Roots; Deborah Tivey, Administrative Assistant

Mr. Milbrand asked for a motion to enter the Nonpublic Session Per RSA 91-A, II (a). Mr. Lagueux made a motion to enter nonpublic session. Mr. Morrison seconded the motion. Roll call vote Ms. Avery, yes; Mr. Lagueux, yes; Mr. Morrison, yes; Ms. Dion, yes; Mr. Milbrand, yes. The motion passed 5-0-0.

Public Session: Mr. Milbrand opened the public meeting at 6:00pm by having Mr. Morrison lead the Pledge of Allegiance.

Assignments: Ms. Dion made a motion to elect Mr. Morrison as Select Board Chair based on a Board conversation a year ago stating that the Board chair should be an outgoing Board member. Mr. Morrison respectfully declined the position.

Ms. Avery made a motion to elect Don Milbrand as the Select Board Chair. The motion was seconded by Mr. Lagueux. The Board voted 5-0-0, motion passed.

Mr. Morrison made a motion to elect Les Dion as the Select Board Vice Chair. The motion was seconded by Ms. Avery. The Board voted 5-0-0, motion passed.

The following Board members were appointed to committees:

Shaun Lagueux, Budget Committee

Don Milbrand, Planning Board

Les Dion, Economic Development Committee

Anita Avery, Historical District Commission

JP Morrison will be a backup member to all committees.

Ms. Dion stated she knows Chair Milbrand will do a good job as chair because he is very knowledgeable. However, she cautioned Chair Milbrand not to use phrases such as "I'm going to" and "I'll take care of this" when talking about the Board as a whole. She asked Chair Milbrand to not assume how things will go with the Board and she let the newly elected Chair know that she did not appreciate some of the "behind the scenes" conversation that had happened in the past. This way of doing business left a bad taste with other Board members that felt left out. Mr. Milbrand appreciated the feedback Ms. Dion gave and said he would make it a goal to have the Board work together.

Mr. Morrison recognized Ron Preble who resigned as Cemetery Trustee. He hoped the Board would have a letter sent to Mr. Preble thanking him for his service or that the Board would invite him to come in for recognition. Cade Overton will take his place as a Cemetery Trustee.

Meeting Minutes: Mr. Morrison made a motion to accept the minutes of March 4, 2021, as written, seconded by Ms. Dion. No discussion. The Board voted 4-0-1, motion passed.

Consent Agenda and Manifests: Ms. Dion made a motion to approve the consent agenda dated, March 18, 2021, to include the items named therein, motion seconded by Mr. Morrison. Mr. Lagueux abstained due to a conflict of interest with #7 Timber Intent for Slim Baker Foundation. The Board voted 4-0-1, motion passed.

Public Hearing: LaValley Lot: Chair Milbrand opened the public meeting at 6:30pm. This was the first of two public hearings that must occur. The second meeting must happen on April 1, 2021 and the Board will vote on the easement and land purchase at the April 15, 2021 meeting in public session. Ms. Goodwin led a discussion using Google Maps as to the land purchase of 3.6 acres and easement. She reminded the Board that LaValley Building Supply, LLC has agreed to the purchase price through a Purchase & Sale Agreement. The funds would come from the Sewer Capital Reserve. Goodwin let the Board know that the Conservation Committee met on March 3, 2021 and gave feedback on the easement. If there are any improvements to the relocation of the easement towards wetlands, then wetland permitting might be required. Regarding the land purchase, the Planning Board has no concerns

or comments. No comments were made by the public. Chair Milbrand closed the public hearing at 6:38pm.

Community Garden Project Check In: Ms. Platts discussed the grant the Town received from Mid-State Health Center and the Lakes Region Board of Realtors. She discussed the eight, 4' X 8' raised beds, and that they would like to build with mostly donated materials. She also discussed the area that was originally chosen to build plots and beautify the area where the new trail is, but with construction of the Central Street Pump Station coming up, they did not want to plant things that might get ruined. They are going to do some other beautification work at that location and proposed moving the gardens to where the old stable for the Road Agent was in Kelley Park from a recommendation from Mr. Chartier. The Board felt that Kelley Park location was a good idea and that the change of the location would allow for more sunlight and watchful eyes. Mr. Lagueux made a motion to authorize the construction and use of the highlighted area for the Community Garden Project. Ms. Avery seconded the motion. There was discussion regarding the slope of the land, the size of the area and hook up for water. Public comment from Mr. Dowey about access to the area and parking was answered that people interested in accessing the area could park along the street and at the Bristol Middle School. The Board voted, 5-0-0. The motion passed.

Inspection Request for Approved Zoning Variance: Mr. Coates let the Board know that a question was given to the Zoning Board that went to the Land Use Office. Ms. Goodwin presented a request received to certify work done by a resident at their home was completed according to specification requests. She discussed options given by the Town's attorney because this was an unusual request in that the Town and Land Use Office does not do this sort of thing. It is in front of the Board because the resident is insisting that the Board and Town Administrator address this request. After reviewing Option 1 and Option 4 from the Town's legal counsel, the Board came to the consensus to stay with their current practice and not get involved in the matter.

Town Meeting After Action Review: Mr. Coates addressed the Board looking for feedback to see what they thought about how Town Meeting went and what, if anything, could be done to improve Town Meeting for next year. The Board was glad the Town Meeting was held in person with safety protocols in place. They felt it was an important opportunity for people to have their say. They believed that the Moderator, Ned Gordon set the tone early in the meeting and deserves credit for how well the meeting ran. Ms. Dion sent kudos to the Town staff and High School staff. Mr. Lagueux thought the only piece missing was a visual portion that is present when the Town Meeting is held in the High School auditorium. Mr. Coates stated that the High School gymnasium was a good location for the Town Meeting and if it were held in the same location for the 2022 meeting, he was pretty sure the visual piece could be included in the gymnasium.

2021 Priority Planning: Mr. Coates asked the Board if they were up for having conversations and placing on paper what the Board's goals and priorities would be for the coming year. He was hoping to have these conversations in a couple one-hour work sessions over the next couple of Select Board meetings. Chair Milbrand asked the Board to bring their lists to the first work session schedule for April 1.

Melissa Levy's Economic Development Projects Check In: Ms. Levy reported that she has been working with the Town and Mr. Coates for the last year and a half after the Town received a grant from the USDA for her to work on economic development projects. She was retained by the Town again with funds that the Town had at the end of 2020. She hopes to have a Vision Document for the Economic Development Committee completed and presented to the Board within the next few months with the understanding

that the vision will feed into the Planning Board and Master Plan Chapter. Ms. Levy would like to talk to individual Select Board members to get an understanding of their perspective of the Town of Bristol and how they see things moving forward with Economic Development and their individual strategies. Ms. Levy is doing research to determine if Bristol should have its own Revolving Loan Fund and how that would work. Business networking is another project she is working, a Chamber like organization, to connect local businesses that want to network with each other to discuss their challenges, online marketing, and a way for businesses to get outside resources that can help them. The final project she reported on was thinking about Bristol's recreation, creative and food economy. These three things bring people into visiting a community and living in a community. She believes that the creative piece can expand in Bristol and is starting to have conversations with Plymouth State University to bring creative art opportunities into Bristol.

Pemi Trail Phase 2 TAP Grant Request: Mr. Dowey came to the Board seeking approval to submit the Transportation Alternatives Program grant application that would require the Town to match 20% of the project (\$239,897.00) by placing a warrant article on the 2022 ballot. He discussed Phase 2 of the project being 2.2 miles providing an alternate route to Route 3A, between the waterfalls on the Newfound river in Bristol and the Profile Falls on the Smith River at the confluence with the Pemigewasset River. He reminded the Board that Phase 2 project is 0.7 miles long and is the most complicated section of the overall project requiring both construction along the original and rail bed and 360ft wooden trestle bridge over sensitive drainage areas. He reviewed the project cost estimation and letters of support for the application process. Members of the Board expressed concern about the cost of project, the fact that there is no commitment on the Town if it does not receive funding on the warrant article, and the fact that the Board needs to set their goals and priorities and be sensitive to the workload being placed on the Town employees. Mr. Lagueux made a motion to move forward with the submittal of the TAP grant application and authorize the Town Administrator to sign the Letter of Support on behalf of the Select Board. Motion seconded by Ms. Dion. Discussion followed as to the amount of work the project was going to require from Town employees. There was discussion to hire Mr. Dowey as a Town employee to oversee the project. The Board voted 4-0-1 in favor of the motion. The motion passed.

Town Administrator's Report: Mr. Coates reminded the Board that on April 1, 2021, 5:30pm, the Board has a Work Session on 2021 Priorities at the Town Office.

Select Board Items: Ms. Avery stated that she is entering in her second year on the Board and that she has grown and learned a lot. She is looking forward to serving her second year and hopes COVID will be gone soon.

Mr. Lagueux is happy to be back on the Board. He stated that the few years he took off was good for his mind and soul and he is looking forward to working with the Board.

Mr. Morrison asked for keys to the Town Office so he could get into the Office for meetings. He wanted to know who the woman was at Town meeting who spoke regarding the Library.

Mr. Milbrand is looking forward to the Work Session planned for April 1 and prioritizing goals for 2021. He asked Board members to bring their ideas to this meeting.

Public Comments: Mr. Dowey hopes that the priorities the Board sets at its Work Session will be shared with all committees so that committees know the goals and priorities of the Select Board for the Town in 2021.

Ms. Dion made a motion to adjourn the meeting at 8:01pm, seconded by Mr. Morrison. The Board voted 5-0-0 in favor of the motion.

Respectfully submitted,

Deborah A. Clarke-Tivey