

Bristol Select Board
Minutes
October 7, 2021

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

Absent: Shaun Lagueux

Others Present: John Sellers, Carol Huber, Ernie Richards, Community Members; Cade Overton, Media Manager; Deborah Clarke-Tivey, Administrative Assistant

Work Session:

Overall Budget Review: Chair Milbrand opened the work session at 5:32pm. The purpose of this work session was for the Board to discuss the proposed Department Heads' budgets. The Board reviewed revenues, discuss priorities and generated questions and comments they would like Mr. Coates to relay back to Department Heads.

Warrant Preview: Mr. Coates reviewed and discussed with the Board a list of warrant articles the Department Heads put together.

Wages Request: The Board reviewed and discussed the COLA/Merit line in the operating budget which reflects a four percent cost of living increase for all staff. A discussion pursued as to whether the Board should fund the Police, Fire, Water and Sewer Departments' additional salary requests.

Public Session: Chair Milbrand opened the public meeting at 8:02pm by having Mr. Richards lead the Pledge of Allegiance.

Public and Nonpublic Meeting Minutes: Mr. Morrison made a motion to accept the minutes of September 16, 2021, September 23, 2021, and September 30, 2021, public and nonpublic meeting minutes, as written, seconded by Ms. Avery. No discussion. The Board voted 4-0-0, in favor of the motion. The motion passed.

Consent Agenda and Manifests: Ms. Dion made a motion to approve the consent agenda dated, October 7, 2021, to include the items named therein, motion seconded by Mr. Morrison. The Board voted 4-0-0, in favor of the motion. The motion passed.

Exercise Option on Windridge Retainage: Mr. Coates let the Board know that the Windridge bank stabilization project was completed. He reported that Mike Vignale and Mark Bucklin had inspected the project and were happy with what they saw. Mr. Coates explained that the contract with Hiltz allows the Town to withhold ten percent in retainage of the payment amount for up to a year. Mr. Coates recommended to the Board that the Town hold the retainage until the end of December and if the project continues to go well that the Town release the final payment to Hiltz during the last pay period in December. A discussion ensued regarding holding the funds until spring. The reason being that if any damage might occur it would be during the spring due to run off. The Board came to consensus that they would like the remaining funds payable to Hiltz held until the spring.

Town Administrator's Report: Mr. Coates reported that the annual all staff and Board training is scheduled for October 14, 2021, at the Historic Town Hall from 3:00-4:30pm. The topic of the training is Cyber Security. He let the Board know that the Towns' auditors will do their annual presentation to the Board at 5:00pm following the Cyber Security training.

Select Board Items: Mr. Morrison questioned the signage agreement on Danforth Road and Hall Road. Mr. Coates will have the minutes of the signage agreement ready for the Board's review at the October 14, 2021, Board meeting. Mr. Morrison asked about the agreement between the Town and the School District plowing Newfound Road. Mr. Morrison also discussed a phone call he received from Boake Morrison, the owner of the Newfound Valley Airport. Mr. Morrison stated that Boake Morrison did not wish to develop the airport. Mr. Coates let Mr. Morrison know that they met with the Department of Transportation and Boake to let him know of grants that were available to resurface the airport's road/runway. Mr. Morrison was pleased that the Town had spoken to Boake that afternoon. Lastly, Mr. Morrison inquired about the pole on Hemlock Brook Road. Mr. Coates informed the Board that the issue was ongoing, and discussions were still happening as to who was going to pay for the pole.

Ms. Dion wanted the Board to know she is unable to attend the October 14, 2021, Board meeting.

Public Comments: As a member of the School Board, Mr. Sellers expressed the district's pleasure with the deal they received from the Town of Bristol to plow Newfound Road. Mr. Sellers commented on other possible signs that could be placed on Danforth Road, sharp bend, slow down, caution intersection. Mr. Sellers expressed his frustration regarding the Sewer Extension project.

Ms. Huber echoed Mr. Sellers sentiments.

Mr. Richards recapped a two-year voting history on the Sewer Extension project and discussed how the "rules changed."

Mr. Coates stated that he did not wish for Bristol to become a MS4 town, Municipal Separate Storm Sewer System, where the state would mandate what would be happening in the Town. He referenced Newmarket and stated he did not want the State coming in to tell Bristol what would have to be done. The Board thanked the community members for attending the meeting and for their input.

Nonpublic Session Per RSA 91-A:3, II (d), Chair Milbrand made a motion to enter into nonpublic session under NH RSA 91-A, II (d), motion was seconded by Ms. Avery. Roll call vote to enter nonpublic session: Chair Milbrand, yes; Ms. Dion, yes; Ms. Avery, yes; Mr. Morrison, yes. Motion passed 4-0-0. Nonpublic session entered at 8:42 pm.

Motion to leave nonpublic session and return to public session was made by Ms. Dion, seconded by Ms. Avery. Roll call vote taken: Chair Milbrand, yes; Ms. Dion, yes; Ms. Avery, yes; Mr. Morrison, yes. Motion passed 4-0-0. Nonpublic session adjourned at 8:57pm.

Chair Milbrand made a motion to approve the Hub66 Fiber Optic contracts and leases and to authorize the Town Administrator to sign all contracts and leases with Hub66. Ms. Dion seconded the motion. No discussion. The Board voted 4-0-0, in favor of the motion. The motion passed.

Mr. Morrison made a motion to adjourn the meeting at 8:59pm, seconded by Ms. Avery. The Board voted 4-0-0, in favor of the motion.

Respectfully submitted,
Deborah A. Clarke-Tivey