

Bristol Select Board
Meeting Minutes
December 2, 2021

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

Absent: none

Work Session: Chair Milbrand opened the work session at 5:35pm. Updated warrant articles were presented. Mr. Coates let the Board know that Chief LaRoche asked the Board to consider going back to the original warrant article for the Public Safety Building. Chief LaRoche is currently working with the contractor to get an updated price. Mr. Coates let the Board know that he spoke with Ned Gordon and Mr. Gordon thought having the election at the Town Office would work well and that the Town Meeting should go back to the High School auditorium.

Mr. Coates let the Board know that the Town's attorney had updated the Personnel Policy after their last work session. Mr. Coates shared the feedback he received from some of the department heads on the updated policies. The purpose of this work session was to work out the answers to questions and send those responses to Attorney Mansfield to finalize the Personnel Policy.

Nonpublic Session Per RSA 91-A:3, II (a) and (c) Mr. Lagueux made a motion to enter into nonpublic session under NH RSA 91-A:3, II (a) and (c) motion was seconded by Ms. Avery. Roll call vote to enter nonpublic session: Chair Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes; Ms. Dion, yes; Mr. Morrison, yes. The Board voted 5-0-0, in favor of the motion. The motion passed. Nonpublic session entered at 7:01pm.

Motion to leave nonpublic session and return to public session was made by Mr. Morrison. Motion seconded by Ms. Avery. Roll call vote taken: Chair Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes; Ms. Dion, yes; Mr. Morrison, yes. The Board voted, 5-0-0, in favor of the motion. The motion passed. Nonpublic session adjourned at 7:48pm.

Others Present: Christina Goodwin, Land Use/Human Resources Director; Steve Moore, Tom Lockwood, Community Members; Bill Dowey, Economic Development Committee Member; Nancy Dowey, Sustainability Committee Member; Cade Overton, Media Manager; Deborah Clarke-Tivey, Administrative Assistant

Public Session: Chair Milbrand opened the public meeting at 7:50pm by having Mr. Lagueux lead the Pledge of Allegiance.

Ms. Dion made a motion to seal non-public minutes, seconded by Mr. Lagueux. Roll call vote to seal the minutes of the non-public session: Chair Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes; Ms. Dion, yes; Mr. Morrison, yes. The Board voted 5-0-0, in favor of the motion. The motion passed.

Public and Nonpublic Meeting Minutes: Mr. Lagueux made a motion to accept the minutes of November 18, 2021, public and nonpublic meeting minutes, as written, seconded by Ms. Avery. No discussion. The Board voted 4-0-1, in favor of the motion. The motion passed.

Consent Agenda and Manifests: Ms. Dion made a motion to approve the consent agenda dated, December 2, 2021, to include the items named therein, motion seconded by Mr. Morrison. No discussion. The Board voted 4-0-1, in favor of the motion. The motion passed.

Acceptance of Unanticipated Funds: Mr. Lagueux made a motion to accept the donation of time and materials from Goodrum Electric in the amount of \$20,784.33 for the purpose of electrical service and security cameras at the Pemi Trail. The motion was seconded by Ms. Dion. The Board voted 5-0-0, in favor of the motion. The motion passed.

Building Use and Related Policies: Mr. Coates and Ms. Goodwin explained to the Board that Ms. Goodwin has been working on streamlining the Town's permitting process for using Town buildings and other facilities. The purpose for streamlining the permitting process is so that it would be easier for applicants to apply for permits to use Town buildings and facilities and for staff to process those applications. She walked the Board through where things stand and let the Board know she would be sending drafts out to department heads for their input. Discussion took place about the use of the pavilion, posting of areas that are used so the users are not being disturbed, permit cost, cleaning deposits and liability insurance. Ms. Goodwin discussed the Hawkers/Peddlers Ordinance and items removed from the ordinance and explained that the ordinance had been cleaned up and reformatted. Ms. Goodwin let the Board know that Senator Bob Guida will be hosting a Christmas Celebration of Joy on December 5, 2021, at 2:00pm at the Historic Town Hall.

Transfer Station Fee Schedule Update: Mr. Coates reported to the Board that the cost of disposing of tires has gone up from NRRA. Mr. Coates recommended the Board raise the fees based on increases that Mr. Bucklin received from NRRA. Mr. Coates reviewed the fees Mr. Bucklin proposed. Mr. Lagueux made a motion to raise fees for tire disposal to car 19" - \$5.00, Truck - \$25.00, Farm Tractor (rear) - \$75.00, Oversize up to 25" - \$125.00 and Oversize - \$200.00. Motion seconded by Ms. Avery. The Board voted 5-0-0, in favor of the motion. The motion passed.

HBRE Repair Contract: Mr. Coates informed the Board that the Town requested quotes from three companies to do repair work stipulated in the Hemlock Brook Road Extension settlement. Morrison Construction was the only company that provided a quote. Mr. Morrison excused himself from the room and discussion. Ms. Dion made a motion to accept the bid from Morrison Construction for between \$9,000.00 and \$11,000.00 but not to exceed \$12,200.00. The motion was seconded by Ms. Avery. The Board voted 4-0-0, in favor of the motion. The motion passed.

Electric Car Charging Stations: Mr. Dowey gave the Board an update on the fast electric car charging stations and introduced another company that he thought might allow the Town to earn additional money from their use. He talked about EVConnect a company out of California that would charge the Town \$600.00 a year to use their licensed software and the Town would handle all funds. The Board felt this would be more work for the Town and that is something they did not want. The Board encouraged Mr. Dowey to go back to EVGateway and to try to negotiate more than the five cent a kilowatt the company was offering.

Town Administrator's Report: Mr. Coates asked the Board if they were interested in sponsoring the annual holiday lunch this year out of the budget, as they have in past years and if so, he was looking at December 17 for the Town Office staff to gather and asked the Board to close buildings from 12:00 to 4:00pm. He invited Board members to stop by buildings to participate. Departments will be allotted up to \$300.00 to purchase lunch for their staff. Mr. Coates informed the Board that he hopes to finalize the Personnel Policy with the Board at the December 16, 2021 Select Board meeting. He hopes to have Mr. Blanchette and Mr. Chartier come to that meeting and present their plan for fixing the audit issue and he let the Board know that the Library Trustees will be attending a January Select Board meeting to talk about how to keep working effectively together. Mr. Coates informed the Board that he just received the electric rates from Constellation Electric. The new rate will be 10.99 a kilowatt hour and the contract would be for twelve months. The Board felt it was a good idea to lock into this twelve-month agreement.

Select Board Items: Mr. Morrison inquired about the cost to repair the Town Clock and asked if the repair would cost \$750.00. He mentioned that he observed Town trucks driving around with chains on them with plows up and not pushing snow. He did not feel that chains were necessary at this time because the chains could damage the roads at this as they are not frozen. He also mentioned that vendors are on Town property when they are 10-12 feet from the road, and it might be a good idea to post these areas as Town Property.

Ms. Dion sent out kudos to the Downtown Decorating Committee for the great job they did with the Tree Lighting Celebration. She also had a plug for The Friends of the Minot-Sleeper Library for their creativity in holding their Holiday Cookie Sale. Cookie orders need to be placed by Friday, December 3, 2021. Cookies that were pre-ordered can be picked up on Saturday, December 11th at the library. She reminded everyone that that the TTCC is holding Santa's Village on December 11, from 4:00pm to 7:00pm at Newfound Memorial Middle School. Ms. Dion shared the Kelley Park Design Charette.

Mr. Lagueux reported that the Budget Committee's work continues and is going very well and smoothly. He let the Board know that Slim Baker Foundation is holding their Luminary Walk December 17 and 18 at dusk.

Ms. Avery commented that she heard many positive comments about Bristol's Christmas Tree Lighting event. She also wanted to thank her fellow Board members and others in the room for their dedication and hard work on behalf of the Town.

Public Comments: Mr. Lockwood reported to the Board that he did not feel the Water/Sewer Project was well received this summer at the neighborhood meetings. He inquired about who was heading up grants for the infrastructure and offered his services. Mr. Coates let him know that guidelines for the grants have not been written at this time.

Mr. Morrison made a motion to adjourn the meeting at 9:12pm, seconded by Mr. Lagueux. The Board voted 5-0-0, in favor of the motion. The motion passed.

Respectfully submitted,
Deborah A. Clarke-Tivey

