

Bristol Select Board
Meeting Minutes
March 3, 2022

Present: Select Board members: Chair Don Milbrand, Anita Avery, Shaun Lagueux, JP Morrison, Les Dion

Absent: Nik Coates, Town Administrator

Others Present: Jeff Chartier, Water and Sewer Superintendent; Brittany Overton, remotely- Jan Laferriere, and their family members and friends, Town of Bristol Everyday Heroes; Joe Sarto, Employee Retiring; Raymah Simpson, Town Clerk/Tax Collector; Christina Goodwin, Land Use/Assessing Manager; Peter Daniels, Land Use Officer; Keith Pratt, Underwood Engineers; Cade Overton, Media Manager; Deborah Clarke-Tivey, Administrative Assistant

Nonpublic Session Per RSA 91-A:3, II (a), (c) and (e) Mr. Lagueux made a motion to enter into nonpublic session under NH RSA 91-A:3, II (a), (c) and (e) 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 6:04pm.

Motion to leave nonpublic session and return to public session was made by Mr. Lagueux. 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 6:25pm.

Public Session: Chair Milbrand opened the public meeting at 6:30pm by having Kris Durgin lead the Pledge of Allegiance.

Public and Nonpublic Meeting Minutes: Mr. Lagueux made a motion to accept the minutes of February 17, 2022, and February 24, 2022, public and nonpublic meeting minutes, as written, seconded by Ms. Dion. No discussion. The Board voted 5-0-0, in favor of the motion. The motion passed.

Consent Agenda and Manifests: Ms. Dion made a motion to approve the Consent Agenda dated, March 3, 2022, to include the items named therein, motion seconded by Ms. Avery. No discussion. The Board voted 5-0-0, in favor of the motion. The motion passed.

Recognition: The Board recognized Jan Laferriere, Brittany Overton, Stephen Hanser, Joe Sarto and Audrey Landry for the work that they have done for the Town and community. The 2021 Town Report is dedicated to Ms. Laferriere, Ms. Overton, and Mr. Hanser. The Board thanked everyone recognized for making Bristol a better place. A short break was taken for those in attendance to enjoy refreshments. The public session resumed at 7:05pm.

Town Meeting Warrant Article and Voting Day Assignments: The Board discussed who would be motioning each warrant article.

Article 10: Mr. Lagueux
Article 11: Charlie Therriault
Article 12: Mr. Morrison
Article 13: Ms. Dion
Article 14: Ms. Dion
Article 15: Ms. Avery
Article 16: Chair Milbrand
Article 17: Mr. Morrison
Article 18: Ms. Avery

The Board and Ms. Simpson discussed how Town Meeting would proceed and what was needed for voting day.

Sewer Rate Review and Request: Mr. Chartier requested that the Board update sewer and water user rates and he reviewed the updated rates with the Board. Mr. Lagueux made a motion to adopt the new sewer and water user rates as presented with an increase of twelve percent. Motion seconded by Ms. Avery. Discussion: There has been no increase in water and sewer rates in years, the need and cost to hire new employees, increase electric and chemical costs, these new rates become effective April 1, 2022. The Board voted 5-0-0, in favor of the motion. The motion passed.

Sewer Extension Project Decision: Based on the preliminary design information received to date from Underwood Engineers, Inc., including user rate and tax rate impacts, Ms. Dion made a motion to defer the final design and construction phase of the Newfound Lake Sewer Project. Motion seconded by Mr. Lagueux. The Board discussed the following: the cost impacts to the sewer users around the Lake is substantial, there are other competing financial needs in Town, many in Town do not support the project based on feedback at public meetings, it is understood that this may result in turning back RD money (\$6.3 million in grant and \$10.5 million in loan) that was secured for this project. The Board voted 5-0-0, in favor of the motion. The motion passed.

Mr. Lagueux made a motion to continue the EDA and CDBG projects that include a sewer extension on Lake Street of approximately 5,000 feet, the planning for the Summer and Lake Street corridor in cooperation with NHDOT, and to advance the replacement of the Central Street Pumping Station (not repairs). Further to replace the Central Street force main (2,500 feet). Motion seconded by Ms. Dion. The Board discussed next steps to advance the design phase and that the contract will be requested, the total budgeted costs for these projects (\$6,900,000), EDA and CDBG grants including \$3,520,000 and \$500,000 respectively. The balance will come from the Town General Fund and users, additional loan and grant applicants will be submitted to NHDES to request additional funds which could potentially reduce costs to the Town. It is intended that the borrowing authority from 2019 Town Meeting will be used to pursue loans and grants, assuming no additional grant is obtained, it is estimated a \$2.9 million loan will be necessary to support the work, assuming a \$2.9 million loan, a 20-year payback schedule and 2.75% interest, this results in approximately= \$190,000/year debt payments. A 50-50 split between the sewer users and General Fund would result in approximately 20% average user rate impact and approximately \$0.17/\$1,000 tax rate impact. The Board voted 5-0-0 in favor of the motion. The motion passed.

Request for Town Beach Use for Kayak Rental Business: Ms. Goodwin let the Board know that she had received correspondence from Trish Miller who asked the Board to allow her the right to use Cummings Beach to store her kayaks for her kayak rental business. The Board did not act on the request. They would like to meet with Ms. Miller.

Ms. Goodwin presented a request from the Minot-Sleeper Library to use Cummings Beach in August for a one-day children's' literacy program. Ms. Goodwin verified with the Board that there were no additional concerns with the use of the beach property as this is a new event for the Town and the Library's advertising must go out in advance. Conditions discussed were:

- Permitting from the Town Office for the event
- Parking permits required for any patrons attending the event that would be set to a specific time frame
- Upper parking lot would be designated for the event parking
- Ms. Goodwin will look into any insurance requirements

Town Administrator's Report: none

Select Board Comments: Ms. Avery thanked everyone who was running for a Town position in the upcoming election. She encourages everyone to vote and attend Town Meeting.

Ms. Dion echoed Ms. Avery's comments and wished everyone running for a Town position the best of luck. She thinks it is remarkable that there are so many candidates running.

Mr. Morrison stated that it was his pleasure working with the Board and serving the community.

Chair Milbrand thanked Mr. Morrison for his service and let Mr. Morrison know he will be missed. The Board presented Mr. Morrison with a token of appreciation.

Public Comments: none

Mr. Lagueux made a motion to adjourn the meeting at 7:56pm, seconded by Mr. Morrison. The Board voted 5-0-0, in favor of the motion. The motion passed.

Respectfully submitted,
Deborah A. Clarke-Tivey