

Bristol Select Board
Meeting Minutes
April 7, 2022

Present: Select Board members: Don Milbrand, Anita Avery, Shaun Lagueux, Carroll Brown, Les Dion and Nik Coates, Town Administrator

Absent: none

Others Present: Jeff Chartier, Water and Sewer Superintendent; Mark Bucklin, Highway Superintendent; James McIntire, Police Chief; Steve Favorite, Community Member; Cade Overton, Media Manager; remotely-Deborah Clarke-Tivey, Administrative Assistant

Nonpublic Session Per RSA 91-A:3, II (a) and (c) Ms. Dion 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: Mr. Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes; Ms. Dion, yes; Mr. Brown, yes. The Board voted 5-0-0, in favor of the motion. The motion passed. Nonpublic session entered at 5:00pm.

Motion to leave nonpublic session and return to public session was made by Mr. Milbrand. Motion seconded by Ms. Dion. Roll call vote taken: Mr. Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes; Ms. Dion, yes; Mr. Brown, yes. The Board voted, 5-0-0, in favor of the motion. The motion passed. Nonpublic session adjourned at 6:02pm.

Water/Sewer Truck Purchase Request: Mr. Chartier presented three quotes for the purchase of the truck approved in the Water and Sewer Department's budget. His recommendation was for the Town to purchase a Ford Ranger from NuCar Ford of Plymouth. The Board reviewed the quotes. Mr. Milbrand made a motion to accept Purchase Order #003759 to purchase a 2022 Ford Ranger for the Water and Sewer Department from NuCar Plymouth Ford in the amount of \$31,193.00. The motion was seconded by Ms. Dion. No discussion. The Board voted 5-0-0, in favor of the motion. The motion passed.

Nonpublic Session Per RSA 91-A:3, II (a) and (c) Ms. Dion made a motion to enter into nonpublic session under NH RSA 91-A:3, II (a) and (c) motion was seconded by Mr. Milbrand. Roll call vote to enter nonpublic session: Mr. Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes; Ms. Dion, yes; Mr. Brown, yes. The Board voted 5-0-0, in favor of the motion. The motion passed. Nonpublic session entered at 6:18pm.

Motion to leave nonpublic session and return to public session was made by Ms. Dion. Motion seconded by Mr. Milbrand. Roll call vote taken: Mr. Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes; Ms. Dion, yes; Mr. Brown, yes. The Board voted, 5-0-0, in favor of the motion. The motion passed. Nonpublic session adjourned at 6:27pm.

Public Safety Building Work Session: Chief McIntire addressed the Board to discuss the operations and space plan of the Police Department, Fire Station, and Town Office while the Public Safety Building is being worked on. Construction priorities and schedule was discussed along with the bond options and the sale of the Fire Department building.

Public Session: Chair Lagueux opened the public meeting at 7:04pm by leading the Pledge of Allegiance.

Public and Nonpublic Meeting Minutes: Mr. Milbrand made a motion to accept the minutes of March 17, 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. Avery made a motion to approve the Consent Agenda dated, April 7, 2022, to include the items named therein, motion seconded by Ms. Dion. Mr. Brown inquired about the transferring of funds between the Operating Fund and General Fund. Chair Lagueux stated that he would not be signing items 27 and 28 because he was involved in the timber operations. The Board voted 5-0-0, in favor of the motion. The motion passed.

Police Cruiser Purchase Request: Chief McIntire presented three bids he received for the purchase of the cruiser that the voters approved. Ms. Dion made a motion to allow Chief McIntire to enter into negotiations with McGovern of Massachusetts for the purchase of a police cruiser not to exceed \$35,354.00 and to authorize the Town Administrator to sign the purchase order. The motion was seconded by Ms. Avery. Mr. Coates stated when it was time to make the purchase he would come before the Board with the Purchase Order and specify the funds are to come from the Police Vehicle Capital Reserve Fund. The Board voted 5-0-0, in favor of the motion. The motion passed.

Paving, Chip Sealing Projects and Scheduling: Mr. Bucklin presented road projects that he is recommending for paving and chip sealing this year. Mr. Brown made a motion to accept Purchase Order #003815 in the amount of \$50,000.00 to chip seal Oakcrest Road and Jenness Hill Lane and to authorize the Town Administrator sign the Purchase Order. The motion was seconded by Ms. Dion. No discussion. The Board voted 5-0-0, in favor of the motion. The motion passed.

Mr. Brown made a motion to accept Purchase Order #003816 in the amount of \$349,678.00 to pave Peaked Hill Road, Mountain Hill Road, Profile Falls Road and the pad at the Transfer Station in front of the baler and to have the Town Administrator sign the Purchase Order. The motion was seconded by Mr. Milbrand. No discussion. The Board voted 5-0-0, in favor of the motion. The motion passed.

Mr. Brown made a motion to accept Purchase Order #003817 in the amount of \$14,450.00 to pave the sidewalk from Homeland Cemetery to the bridge, approximately 1,700 feet and to authorize the Town Administrator to sign the Purchase Order. The motion was seconded by Ms. Avery. No discussion. The Board voted 5-0-0, in favor of the motion. The motion passed.

Public Safety Building Bond Decision: The Board reviewed updated bond options from Northway Bank and NH Municipal Bond Bank. Mr. Coates presented the following terms from Northway Bank: 10 years at 2.75% interest, 15 years at 2.90% interest and 20 years at an interest rate of 3.00%. Mr. Coates explained the terms and rates of the NH Bond Bank being 10 years at 3.0%, 15 years at 3.50%, 20 years at 4.00%, 25 years at 4.50% and 30 years at 5.00%. Mr. Milbrand made a motion to accept the 20 year note from Northway Bank with an interest rate of 3.0% and to authorize the Town Administrator and Finance Director to prepare and sign all necessary documents. The motion was seconded by Ms. Avery. The Board discussed Northway Bank as the best option because the loan could be paid off sooner without a penalty and refinancing was an option if interest rates dropped. The Board believed the impact on the tax rate would be approximately thirty cents. The Board voted 5-0-0, in favor of the motion. The motion passed.

Town Administrator's Report: Mr. Coates reminded the Board that an additional Select Board meeting was added to the schedule, April 14, 2022. The main purpose of this meeting would be to have a Sewer Work Session and to have Paul Bemis attend. Mr. Bemis wanted to discuss a request for Solar and Battery Storage at the Public Safety Building. Mr. Coates let the Board know that he was able to secure a facilitator for the meeting Mr. Dowey requested. This meeting is scheduled for May 12, 2022. More details about the May 12, 2022, meeting would be available as the date gets closer.

Select Board Items: Mr. Brown inquired about day passes not being sold at the beaches for the Summer of 2022.

Chair Lagueux shared requests he received for the trimming of trees in the Town's Square and for a tree to be removed from the Historic Town Hall that is growing into the building.

Public Comments: Mr. Favorite shared with the Board the paving schedule of the NH DOT and a plan to pave a sidewalk on Summer Street to Dunkin Donuts. He explained that the Town does not have public transportation and that elderly people need to get to a pharmacy.

Ms. Avery made a motion to adjourn the meeting at 7:57pm, seconded by Ms. Dion. The Board voted 5-0-0, in favor of the motion. The motion passed.

Respectfully submitted,

Deborah A. Clarke-Tivey