

Bristol Select Board
Meeting Minutes
June 2, 2022

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

Absent: none

Others Present: Ben LaRoche, Fire Chief; Mark Bucklin, Highway Superintendent; Jan Metcalf, Sustainability Committee Member; Bruce Dorner, Economic Development Committee Member; John Sellers, School Funding Committee Member; Steve Moore, Community Member; Cade Overton, Media Manager; remotely-Deborah Clarke-Tivey, Administrative Assistant

Public Session: Chair Lagueux opened the public meeting at 5:02pm by having Mr. Sellers lead the Pledge of Allegiance.

Public and Nonpublic Meeting Minutes: Mr. Milbrand made a motion to accept the minutes of May 19, 2022, 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. Avery made a motion to approve the Consent Agenda dated, June 2, 2022, to include the items named therein, motion seconded by Mr. Brown. No discussion. The Board voted 4-0-0, in favor of the motion. The motion passed.

Update on School Funding Committee: Mr. Sellers provided the Board with an update as to what the School Funding Committee has been working on. He let the Board know that a topic identified by the Committee was infrastructure costs. The Committee has also been discussing equalized town valuation and enrollment for school districts. The Committee discussed the Statewide Education Property Tax, SWEPT, one rate for all Towns based on valuation. He let the Board know that Adequacy Aid was another topic of discussion and he explained that this was based on special education and free and reduced lunches, this being the biggest revenue stream and the subsidiary comes from the State. The next meeting for the School Funding Committee is scheduled for June 8, 2022, 6:00pm at Newfound Middle School.

Public Safety Building Project Update: Chief LaRoche let the Board know that the Public Safety Building Project Team met to review the status of the project as well as to have a discussion regarding the bonding issue options. Based on the bonding/assurance issue and an inability to come to a resolution at this time, the Committee has asked that all work on the project stop. The Committee plans to come back to the Select Board with an answer to the bonding issue and to decide on the next steps for the project soon.

Acceptance of Unanticipated Revenues-State Local Equipment Purchase Program: Chief LaRoche reported to the Board that he put in a request for funding to purchase a new truck under the State Local Equipment Purchase Program. The grant covers 90% of the cost so the cost to the Town would be somewhere around \$4,000. He let the Board know that the State has approved

this request. At the present time the Fire Department is waiting for a truck to be available for the Town to purchase.

Engine 2 Transmission Repair: Chief LaRoche informed the Board that Engine 2 needs its transmission repaired. He asked the Board for their authorization to repair the engine and explained that the engine is a 2006 and is sixteen years old. Engine 2 is the Department's primary truck with 41,000 miles and over 3,000 hours on it. He informed the Board that at this time there is no guaranteed price to repair the engine and depending on the repair work the cost could be between \$13,000.00 and \$20,000.00. He recommended that Perkins be secured to do the needed work on the engine. The Board gave him authorization to move forward with repairs to the engine.

NH Beautiful Transfer Station Grant Project: Mr. Bucklin and Ms. Metcalf discussed with the Board the \$1,500.00 grant the Town received from the NH Beautiful program and options for what to do with the funds. Suggestions presented were using points earned through Northeast Resource Recycling Association (NRRA) to purchase a new transfer station sign and if there was an additional cost the grant money could help with that. Another option discussed was using the grant money towards helping to pay down the cost of putting in an asphalt floor where the cardboard bales are stored so they do not get contaminated. Also presented was using the grant funds for storage for the collection and recycling of aluminum. Mr. Bucklin let the Board know that NRRA will be visiting the transfer station to give suggestions to improve and make things better on June 9, 2022, from 9:00am to 11:00am.

The Board decided to assist with transfer station permit checks on Saturday, June 18, 2022, from 8:00am to 12:00pm and June 25, 2022, from 12:00pm to 3:00pm and to have beach attendants on hand to sell transfer station permits to those visiting the transfer station without a permit.

Security Camera Locations and Purchases: Mr. Coates provided the Board with an update as to where things stand with equipment and cameras purchased. He discussed the costs associated with network equipment and cameras for the Central Street Pump Station/Pemi Trail, Cummings Beach, and Avery-Crouse Beach. Mr. Coates will investigate the costs for equipment and cameras for Kelley Park. The Board would like to move forward with the cameras at the Pemi Trail and would like to budget for the cameras at both Avery and Cummings Beaches in next years budget.

Town Credit Card Transition: Mr. Coates let the Board know that the Town's credit card currently has his social security number attached to it. He discussed with the Board the importance of having a credit card for the Town, so employees do not have to use their own personal credit on behalf of the Town and for recurring purchases for things like software such as Zoom and Adobe. He explained that the Patriot Act requires credit cards have a Social Security number attached to them and asked the Board for suggestions as to whose Social Security number be attached to the Town's credit card upon his exit from the Town. Chair Lagueux agreed to have his Social Security number attached to the Town's credit card.

Project Updates/Next Steps: Mr. Coates went through a running list of projects, upcoming steps and contact information associated with current projects. He let the Board know that he is working on a list of passwords, frequently used websites, and portals. He will hand this information off to the Board, Department Heads, and the next Town Administrator to allow for a smooth transition.

Town Administrator's Report: none

Select Board Items: Mr. Brown inquired about having an Active Shooter training. He was told that the Safety Committee would be meeting next week, and this topic would be brought up.

Mr. Milbrand brought up an issue at Cummings Beach regarding the swim lines being moved to make a wider launch area so beach goers launching their nonmotorized boats do not infringe the private property abutting the beach. Ms. Goodwin and Ms. Tivey are working on this issue.

Ms. Avery recognized the Downtown Decorating Committee and the work they have done around Town beautifying Town property.

Chair Lagueux brought up the visibility of the crosswalk downtown with traffic coming off Main Street and parking in the area.

Public Comments: Mr. Sellers wanted the Board to know that he has registered to run for State Representative as a Republican.

The Board took a short recess from 6:54pm to 7:04pm

Nonpublic Session Per RSA 91-A:3, II (b) and (c) Mr. Milbrand made a motion to enter into nonpublic session under NH RSA 91-A:3, II (b) and (c) motion was seconded by Ms. Dion. 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 7:05pm.

Motion to leave nonpublic session and return to public session was made by Mr. Brown. 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 8:51pm.

Mr. Brown made a motion to adjourn the meeting at 8:51pm, seconded by Ms. Avery. The Board voted 5-0-0, in favor of the motion. The motion passed.

Respectfully submitted,
Deborah A. Clarke-Tivey