

## **Minutes**

### **Bristol Select Board**

**April 19, 2018**

**Present:** Select Board members: JP Morrison, Rick Alpers, Les Dion, Don Milbrand (late arrival), Wayne Anderson, and Town Administrator Nik Coates.

**Absent:**

**Others Present:** Department Heads and members of the public.

Ms. Dion made a motion to go into non-public session at 5:02PM under RSA 91-A: 3 II (a), (c), (d), and (e) seconded by Mr. Morrison. A roll call vote was held. The Board voted 4-0 in favor of the motion. Ms. Dion made a motion to come out of non-public at 6:00PM, seconded by Mr. Morrison. A roll call vote was held. The Board voted 4-0 in favor of the motion.

#### **Minutes:**

Ms. Dion made a motion to seal the previous non-public minutes, seconded by Mr. Morrison. The Board voted 4-0 in favor of the motion.

Ms. Dion made a motion to approve the public and non-public minutes from April 5, 2018, seconded by Mr. Morrison. The Board voted 3-0-1 to approve the minutes as written.

**Consent Agenda:** Ms. Dion made a motion to approve the consent agenda dated April 19, 2018, to include the items named therein, seconded by Mr. Morrison. The Board voted 4-0 in favor of the motion to approve the consent agenda.

**Tax Deeding:** Town Clerk/ Tax Collector Raymah Simpson updated the Board on previous payment arrangements that have changed. In the next two weeks Ms. Simpson will call some people and ask for their plans to make payments. Deeding can't happen for another two weeks.

**Budget Committee Update:** Ms. Simpson informed the Board that she talked to Dave Scanlon for the Secretary of State's office and Mr. Scanlon recommends that the town run a clean slate for the committee next March at town elections. Staggered terms will be needed for the six seats. Mr. Coates commented that he spoke with the town attorney and they feel the same way.

**Mill Stream Park:** Planner Liz Kelly updated the Board on the work that has been done on the kiosk project. Headway is being made on the kiosk and the next step is to create a more cohesive vision for the park. Old concept plans were looked at and there are potential ideas to explore. There are many grants for this type of work. Broad ideas included extending the bike path into the park, creating gardens, and seating areas. Ms. Dion commented that the information booth might be relocated to the

park from its current location. Ms. Dion informed the Board that the plan has been submitted to the Rotary for potential project funding. The Board is in consensus to pursue grants for the park projects.

#### **Highway Department Updates:**

Transfer Station: Mike Vignale informed the Board that Casella was concerned about the width of the lanes so that will be changed in the plans. Morrison Construction was the low bidder for the contract. The bid went through an open public process and there were six bidders total. Mr. Alpers commented that the contract will be reviewed by Primex and town council and the Board can then approve the contract.

Solid Waste Ordinance: Mark Bucklin informed that Board that he suggests that the haulers section be eliminated out of the current ordinance and to remove the hauler permit from the ordinance also. There is a line added in the business permit section to cover this.

Ms. Dion made a motion to approve the ordinance as presented, seconded by Mr. Anderson. The Board voted 4-0 in favor of the motion.

Bristol Falls Park/Pemi Trail: Mike Vignale informed the Board that the flow of water at the river needs to subside to finish the bridge work. There is a cut restriction from June 1<sup>st</sup> to July 31<sup>st</sup> but trees can be cut ahead of that time as there are a number of trees that have to come down. The trail construction will be done in June and July. The trail should be blocked off to the public with no trespassing signs and a fence during the construction.

Central Street: Mike Vignale informed the Board that there are modified plans for paving and overlay and some drainage work. The work is out to bid now and the bid opening is May 11<sup>th</sup>. The sidewalk will be granite curbing.

Cummings Beach: Mike Vignale informed the Board that in regards to the erosion at the wall he has asked Colin Brown to do the survey work and then the decision on what to do can be made. A permit will be needed to do the work.

Recycling Program: Mark Bucklin informed the Board that a dumpster has been placed adjacent to the recycling container for the separated glass. Casella gave an updated cost at \$124 per ton for recyclables. Mr. Bucklin and Mr. Coates will visit the New London transfer station to look at their glass recycling program. NRRRA will also take glass to crush at a cost of \$30 per ton.

**Contracts:** Mr. Coates informed the Board that the contract for architectural engineering from Warrenstreet Architects was looked at by Primex and there were some problems. The town's special services agreement was sent to Warrenstreet to look over and they are willing to sign it. Mr. Coates commented that he is looking for the Board to authorize him to sign the special services agreement on behalf of the town with Warrenstreet Architects for architectural work only for the Fire Department in the amount of \$15,000. Mr. Alpers asked if there were any other bids received. Chief LaRoche replied that this is a bid from last year when the RFP for the town office project went out. Mr. Anderson commented asked if it would make sense to go through a more formalized bid process for this work. Mr.

Coates replied that the purchasing policy states that for an amount over \$10,000 a written process has to be done but that the Board has the right to waive that process. The Board was in consensus that phone calls need to be made to try to get more bids and to bring back the results at the next Board meeting. Mr. Coates reported that Ward Geotechnical was to do the borings work but he is retiring at the end of the year and the town is not pursuing this consultant at this time.

**Town Administrators Report:** Mr. Coates informed the Board of the following updates:

The IT and Telephone contracts are being worked on.

There was an open house for Chief McIntire at the library that was well attended with good conversations with the community.

Conversations with Dartmouth University have taken place in regards to working with students in the MBA program. The project idea that would be submitted is for a market analysis to be done for the town. The interns will be here for 10 weeks in the fall if the project is picked.

The Old Town Hall rental fees are being looked at and this will be brought to the Board on May 3<sup>rd</sup>.

**Select Board Items:**

Ms. Dion commented that she attended the Eagle Scout ceremony for Reed Wilson. He will be in to talk with the Board about naming the park.

Ms. Dion commented that the scoreboards are being delivered and will be installed when the ground dries.

Wayne Anderson commented that he appreciates everyone's time answering his questions in regards to the Select Board.

**Public Comment:**

Shaun Lagueux commented that he thinks the language on the kiosk at the Mill Stream Park needs to be non-political. Mr. Alpers replied that the Board did have that discussion with Boyd Smith of the NLRA.

Barbara Greenwood commented that she attended the reception for Chief McIntire and she was pleased to see the reception that was given by the residents.

Barbara Greenwood thanked the Highway department and all the other departments for the work they did this winter.

Ms. Dion made a motion to go into non-public session at 7:15PM under RSA 91-A: 3 II (c), seconded by Mr. Morrison. A roll call vote was held. The Board voted 4-0 in favor of the motion. Mr. Milbrand arrived during the non-public session. Mr. Morrison made a motion to come out of non-public at 8:30PM, seconded by Ms. Dion. A roll call vote was held. The Board voted 5-0 in favor of the motion.

The Board went back into public session at 8:30PM.

**Committee Assignments:**

Ms. Dion made a motion to name Rick Alpers as Chair of the Select Board, seconded by Mr. Milbrand. The Board voted 5-0 in favor of the motion.

Ms. Dion made a motion to name Don Milbrand as Vice-Chair of the Select Board, seconded by Mr. Anderson. The Board voted 5-0 in favor of the motion.

Mr. Milbrand made a motion to name Les Dion as Select Board rep to the Budget Committee, seconded by Mr. Alpers. The Board voted 3-1-1 in favor of the motion. Wayne Anderson is the alternate to the Budget Committee.

Ms. Dion made a motion to name Don Milbrand as Select Board rep to the Planning Board, seconded by Mr. Anderson. The Board voted 5-0 in favor of the motion. Rick Alpers is the alternate to the Planning Board.

Ms. Dion made a motion to name Don Milbrand as Select Board rep for the Historic District Commission, seconded by Mr. Milbrand. The Board voted 5-0 in favor of the motion.

Mr. Milbrand made a motion to name Wayne Anderson and JP Morrison to the Economic Development Committee, seconded by Ms. Dion. The Board voted 5-0 in favor of the motion. Les Dion is the alternate to the Economic Development Committee.

Mr. Milbrand made a motion to name Les Dion as the Select Board rep for the Bicentennial Committee, seconded by Mr. Anderson. The Board voted 5-0 in favor of the motion.

Mr. Milbrand made a motion to adjourn at 8:40PM, seconded by Mr. Anderson. The Board voted 5-0 in favor of the motion.

Respectfully submitted,

Wendy Duggan