

Minutes

Bristol Select Board

July 16, 2018

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

Absent:

Others Present: Department Heads and members of the public.

The public meeting was opened at 5:00PM at Cummings Beach.

The Board and the Town Administrator reviewed Mike Vignale's plans for the repairs to the drainage and erosion issues at the beach. The plans propose the stabilization of the bank and create more impervious surface to the area by removing some pavement and replacing it with grass, which can absorb more water. The current swale area was looked at and the maintenance of the swale was discussed. The Board is in consensus to have Shawn Sweeney look at the maintenance of the current swale area and give suggestions for fixing the problems there.

The public meeting was recessed at 5:30PM. The meeting was reopened at 5:55PM. Mr. Anderson left the meeting early.

Mr. Milbrand made a motion to go into non-public session at 5:55PM under RSA 91-A: 3 II (a), (b), (d), and (e), seconded by Mr. Morrison. A roll call vote was held. The Board voted 4-0 in favor of the motion. Mr. Milbrand made a motion to come out of non-public at 6:15PM, seconded by Ms. Dion. A roll call vote was held. The Board voted 4-0 in favor of the motion.

The public meeting was reopened at 6:15PM with the Pledge of Allegiance led by Mr. Morrison.

Minutes:

Mr. Morrison made a motion to approve the public and non-public minutes from July 9, 2018. The motion was seconded by Mr. Milbrand. The Board voted 4-0 to approve the minutes as written.

Consent Agenda: Mr. Milbrand made a motion to approve the consent agenda dated July 16, 2018, to include the items named therein, seconded by Ms. Dion. The Board voted 4-0 in favor of the motion to approve the consent agenda.

Historical Society Sign Request: Lucille Keegan informed the Board that the name for the sign that was discussed at the previous meeting should include the word "Historic" as the building is on the National Historic Register. The Board is in consensus to change the name to the Historic Bristol Town Hall.

Eagle Scout Project Update: Greg Copatch presented an update on the project to include the status of the picnic tables and the signs. The Mill Stream Park sign will be dated 2018 and the Eagle Scout Park

sign will be dated 2017. The Mill Stream Park sign will be placed near the hemlock tree to accommodate plowing. The Board thanked Mr. Copatch for all his work to date.

NLRA Conservation Initiative Presentation: Boyd Smith presented the Board with information regarding a funding opportunity with the Drinking Water Trust for land conservation in NH focusing on source water protection. The proposed project idea is to look at protecting the aquifer located in Alexandria with an easement of that land. Mr. Alpers commented that it always makes sense to have the town involved and active in this kind of project. Mr. Alpers suggested that the Bristol Select Board meet with the Alexandria Selectmen to discuss options.

Monetizing Municipal Assets Presentation: Jamie Paine presented information regarding the services that Keller Williams provides to municipalities. Keller Williams is a government services group that helps municipalities with real estate related efforts. An assessment of resources in real estate can be done to determine values and develop revenue generation. The company works with the town to meet the goals of the Master Plan and to help develop goals. Mr. Alpers asked Mr. Paine to work with the Town Administrator to develop a plan of what a relationship would look like with Keller Williams and the town.

Sewer to the Lake Presentation: Keith Pratt, President of Underwood Engineers, presented a draft scope for the Board to review. An outline of services was presented with the goal of having something to bring to Town Meeting in March 2019. Eric Law from Rural Development updated the Board regarding federal funding opportunities. Mr. Pratt commented that similar projects in NH have received lots of RD funding. Underwood Engineering will need to revisit the current plan and produce a realistic cost scenario. An estimate of \$40,000 would be needed to make the plan work with a 25% share for the federal grant funding. Mr. Chartier commented that this will be money well spent from the capital reserve. The Board is in consensus to get the grant application going for approval.

Credit Card Policy: Mr. Coates informed the Board that the requested language changes have been added to the specific sections on pages 3 and 4. There will procedures established for review with employees on invoices and coding.

Mr. Morrison made a motion to approve the policy as presented, seconded by Mr. Milbrand. The Board voted 4-0 in favor of the motion.

Town Administrators Report: Mr. Coates updated the Board on the following:

Paul Barnett has submitted an application to serve on the Planning Board. The application was reviewed by the Board.

Mr. Milbrand made a motion to appoint Paul Barnett to the Planning Board, seconded by Ms. Dion. The Board voted 4-0 in favor of the motion.

Select Board Items:

Ms. Dion asked about the progress of a high resolution town logo. Mr. Coates replied that Claire Moorehead has revamped the logo and sent the town a high resolution logo.

Public Comment:

Margaret Hoyle asked if the normal procedure to add employees is to ask for the position at Town Meeting. Mr. Alpers replied that it depends on the circumstances and that the town has typically added staff at Town Meeting but department heads can choose how to present a new employee. Ms. Dion commented that the Budget Committee and Select Board can approve a position in the operating budget also as is the case with the Highway Administrative Assistant.

Margaret Hoyle asked if there is anything from the non-public session that will eventually become public. Mr. Alpers replied that town counsel reviews non-public minutes and twice a year the Board does unseal minutes if it is allowed by town counsel. The Board will go through this process in the next couple of months.

Paul Simard asked how the Board feels about the \$700,000 that was put in the school district default budget. Mr. Morrison replied that he felt this wasn't a fair question for the Select Board and that Mr. Simard should hammer the School Board regarding this. Mr. Morrison commented that he is personally not in favor of the money in the default budget. Ms. Dion commented that this is not the purview of the Select Board. Mr. Milbrand commented that the Board doesn't have anything to do with this and that the Board only represents the public on town stuff.

Mr. Milbrand made a motion to go into non-public session at 8:05PM under RSA 91-A: 3 II (a), (b), (d), and (e), seconded by Ms. Dion. A roll call vote was held. The Board voted 4-0 in favor of the motion. Mr. Milbrand made a motion to come out of non-public at 8:15PM, seconded by Ms. Dion. A roll call vote was held. The Board voted 4-0 in favor of the motion.

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

Mr. Milbrand made a motion to adjourn at 8:16PM, seconded by Ms. Dion. The Board voted 4-0 in favor of the motion.

Respectfully submitted,

Wendy Duggan