

**Minutes
Bristol Select Board
May 2, 2019**

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

Absent:

Nonpublic Sessions: Motion made by Mr. Alpers to enter nonpublic session per RSA 91-A, II (a), (b), (c) at 5:00 PM. Seconded by Mr. Milbrand. Roll call vote taken. 5-0 in favor, motion carried. Motion made by Mr. Alpers to leave nonpublic session at 6:41 PM. Seconded by Mr. Milbrand. Roll call vote taken. The Board voted 5-0 in favor, motion carried.

Public Session: The public meeting was opened at 6:43 PM with JP Morrison leading the Pledge of Allegiance.

Others Present: Christina Goodwin, Assessing Manager, Raymah Simpson, Town Clerk/Tax Collector, and Deborah Clarke-Tivey, Beach Director.

Minutes: Mr. Alpers made a motion to approve the minutes of April 18, 2019 as written, seconded by Mr. Morrison. No discussion followed. The Board voted 3-1-1 in favor, motion carried.

Consent Agenda: Mr. Milbrand made a motion to approve the consent agenda dated May 2, 2019, to include the items named therein, seconded by Mr. Alpers. Discussion followed regarding the Police Department computer grant and the new Zoning Board member. Ms. Goodwin informed the Board that Ms. Mansur resigned as an alternate for the Planning Board in order to contribute fully to the Zoning Board. The Board voted 5-0 in favor of the motion to approve the consent agenda.

Assessing RFP Results: Christina Goodwin, Assessing Manager asked the Board if they had any questions on the proposals she provided them for general assessing and revaluation (reval). She received proposals from three companies; Commerford Nieder Perkins (CNP), Corcoran Associates, and Cross-Country Appraisals. Ms. Goodwin recommended going with the Town's current assessors, CNP because they are already familiar with Bristol and they also don't charge if a pick up is part of the reval. Cross Country was the lowest bidder, but their proposal was not comprehensive. Ms. Goodwin will meet with the assessors and set up a schedule for the reval which will encompass 1,500 properties this year and 1,500 next year. Further discussion followed. Mr. Alpers made a motion to approve the general assessing and revaluation proposals from Commerford Nieder Perkins, seconded by Mr. Milbrand. No further discussion. The Board voted 5-0, motion carried.

Beach Ordinance/Sticker Changes: Mr. Coates met with Deborah Clarke-Tivey, Beach Director and Raymah Simpson, Tax Collector/Town Clerk to discuss the ongoing parking problems at the beach and possibly changing the beach sticker protocol. They recommended keeping the beach stickers as they are and making changes to the Beach Ordinance to make it clearer that parking at the beach is for beach patrons only. Mr. Morrison asked how the parking ordinance will be enforced. Ms. Tivey explained that there are three adults on staff this year and one returning student. Ms. Tivey is on the schedule for Cummings Beach everyday and has been talking to the Police Chief about getting deputized in order to

give parking tickets. The Chief is in favor of doing this. Other options were discussed at their meeting including first come first serve paid parking starting at 9:00 AM and the previously proposed placard beach sticker system. Further discussion ensued on the pros and cons of these options. It was agreed that beach abutters would be informed that the ordinance would be strictly enforced this year. Ms. Tivey suggested that if it is decided to change the beach sticker system that it be made effective 1/1/2020. Implementation of a portable credit card system at the beach was brought up and it was agreed that a test pilot run could be done after the busy part of the summer and then be fully implemented next summer. Further discussion followed on other parking options and proposed changes to the Beach Ordinance. Mr. Alpers made a motion to approve the Beach Ordinance changes as written. Mr. Milbrand seconded and added the following amendment to Section 3 "Parking spaces are for beach attendants" and adding the following amendment to Section 7 "or designees hereby authorized". Mr. Alpers withdrew his original amendment and motioned to approve the Beach Ordinance as amended, Mr. Milbrand seconded. No further discussion. 5-0 in favor, motion carried.

Marketing/Branding RFP Results: Twenty-three proposals came in for the project from all over the country. Four were selected and interviewed. The committee will be meeting this Friday to determine who to recommend to the Board.

Acceptance of Unanticipated Grant Funds: Mr. Coates applied for two grants and tentatively was awarded \$5,000 from the Lakes Region Board of Realtors for Central Square to put up two wayfinding signs, a kiosk sign, two bike racks, two granite benches and paint for a mural on the side of the Purple Pit. This grant is awaiting approval from the National Board of Realtors. \$1,500 was awarded from the Central New Hampshire Bicycling Coalition for five bike racks. Potential locations for these are the new bike trail, each beach and the new Town Office. Mr. Coates asked the Board to confirm the acceptance of the unanticipated grant funds. Mr. Alpers made a motion to accept \$1,500 from the Central New Hampshire Bicycling Coalition for five bike racks. Mr. Milbrand seconded. No further discussion. 5-0 in favor, motion carried.

Goal Setting Report Discussion: Mr. Coates asked the Board to choose two or three goals that they would like the staff to work on this year. Ms. Dion suggested bringing the goals to the next Select Board meeting to discuss at that time.

Town Administrators Report: Mr. Coates informed the Board that their laptops have come in and are being set up by IT. IT has been focusing on credit cards for the Town Clerk/Tax Collector and Water & Sewer as well as the website and will load up the laptops as soon as they can.

Website development is progressing. Credit cards payments for Taxes and Vital records will be accepted on the new website.

The Mass Notification System kick off meeting took place with the Department Heads and the system will be launched on the new website in mid-July or August. Residents can sign up for notifications.

The engineer is continuing work on the fiber project design.

Hall's is beginning work on the Cummings Beach project this week.

The kitchen for the Old Town Hall is almost done.

A resident requested using the parking lot of the new Town Office for parking for a wedding on Saturday, June 29. The Board said yes, but there may be construction material there at that time.

Select Board Items: Mr. Morrison gave an update on the Transfer Station building and road.

Mr. Alpers wanted to let the public know that bids have been received for the new Town Office and were overbudget. By the next Select Board meeting a more definitive number should be reached and work can start soon.

Ms. Dion asked the Select Board for an RSVP for the dignitary Bicentennial dinner and said that a picnic for employees is being planned for in September at Wellington Beach. She added that the Rotary Club voted to spend \$8,700 to purchase trees for Mill Stream Park and three benches. A concert has been added for a total of eight weeks of the concert series.

Public Comments: None

Motion made by Mr. Alpers to re-enter nonpublic per RSA 91-A, II (a), (b), (c) at 7:50 PM. Seconded by Mr. Milbrand. Roll call vote taken. 5-0 in favor, motion carried. Reopened public meeting at 8:30 PM. Motion made by Mr. Milbrand to seal minutes, seconded by Mr. Anderson. 5-0 in favor, motion carried. Motion made by Mr. Milbrand to adjourn public meeting at 8:35 PM, seconded by Mr. Anderson. 5-0 in favor, motion carried.

Respectfully submitted,

Wendy Smith