**Minutes**

**Bristol Select Board**

**July 1, 2019**

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

**Absent:**

**Nonpublic Sessions:** Motion made by Mr. Milbrand to enter nonpublic session per RSA 91-A, II (a), (b), (c), (e), at 5:10 PM. Seconded by Mr. Anderson. Roll call vote taken. 4-0 in favor, motion carried. Mr. Morrison arrived after vote was taken. Motion made by Mr. Milbrand to leave nonpublic session at 5:55 PM. Seconded by Mr. Anderson. Roll call vote taken. The Board voted 5-0 in favor, motion carried.

**Public Session:** The public meeting was opened at 6:00 PM with Mr. Morrison leading the Pledge of Allegiance.

**Others Present:** None

**Minutes:** Mr. Alpers made a motion to approve the minutes of June 20, 2019 as written, seconded by Mr. Milbrand. No discussion followed. The Board voted 5-0 in favor, motion carried.

**Consent Agenda:** Mr. Milbrand made a motion to approve the consent agenda dated July 1, 2019, to include the items named therein, seconded by Mr. Alpers. The Board voted 5-0 in favor of the motion to approve the consent agenda.

**July 4th Update:** Mr. Coates gave an update on the July 6th fireworks (rain date, 7/7/19). Hell’s Gate Fireworks will be setting up on July 5th. Food vendors, music entertainment, an LED light show, novelty vendors, and children’s games will be taking place at the event. Mr. Coates thanked Morrison Construction for providing the trailer for the music entertainer to perform on. Mr. Coates also thanked Goodrum Electric for providing temporary electrical service, Newfound Supersports for providing golf carts for people with mobility challenges and All Seasons Portable for adding portable toilets to the area. The Police and Fire Departments as well as the Fireworks Committee members will be coordinating the event. The fireworks will be starting at 9:15 PM. Further discussion followed on parking restrictions, road closures and other logistics. Parking and logistics of the parade were also discussed.

**Town Office Move Plan:** Mr. Coates reported to the Select Board the status of the Town Offices move from 230 Lake Street to 5 School Street. The move is expected to occur between Labor Day to mid-October. The plan is to close the Town Hall Offices prior to the moving vans arrival to do final packing and again close to unpack, set up and troubleshoot. The movers will most likely be moving on a Saturday. We have had three movers come in and have received two estimates so far. The move should take place in the middle of the month to avoid the busier Town Clerk hours at the beginning and end of each month. Town Clerk payments will still be able to be made online during this time. Communication to the public about the Town Office closures will start as soon as we receive definitive dates from Milestone Construction. Logistics of the move were discussed including the suggestion of having the Highway Department move the safes using their pickups.

**Town Administrator’s Report:**

* The Town Beaches have been opened and are fully staffed. The attendants have been supplied with cell phones to communicate with one another. The Square, a credit card receiving system, will be tested out on one of the phones to potentially introduce the process of no longer receiving cash at the beaches and the transfer station. The swim lines have been installed.
* Date reminders: Summer Town Meeting-August 10, 9:00 AM at Historic Town Hall

Sewer Extension work session-July 15, 5:00 PM at the Town Office

* Town Office project - Framing, plumbing and electrical have been started.
* IT services are working on the Water & Sewer server and credit card program.
* The Town Clerk acceptance of credit cards is going well. Mr. Courchaine will include notice of this in the next Bristol Crier.
* The proposed cell tower is on the Zoning Board meeting agenda for 7/2/19 and on the Planning Board agenda for 7/10/19 at 7:00 PM which will be held at the Old Town Hall.
* The new Transfer Station project is moving along. The railings will be done soon, and compactors have been installed. The public education video will be done next week before the opening. There is $5,465 remaining in the amount authorized at Town Meeting which is less than the final billing. The project went over budget due to the concrete company who quoted for the project backing out, therefore the construction company had to go with a higher price for concrete. Mr. Alpers asked if something like this has happened in the past. Mr. Milbrand responded that a similar situation occurred with the Central Street project and the overage was requested at the Town Meeting. Further discussion followed on the Transfer Station upgrade which should be opened by mid-July. Mr. Coates suggested meeting at the Transfer Station on 7/15/19 at 3:00 PM to make the educational video and go over last-minute items before opening.

**Select Board Items:** Mr. Milbrand reiterated that there will be a meeting of the Planning Board on Wednesday, July 10, 2019 at 7:00 PM at the Old Town Hall to further discuss the cell tower application.

Mr. Alpers went to the Bicentennial dinner and dance last weekend and said it was an excellent event. He suggested getting together to do something for the Bicentennial Committee to thank them for their outstanding efforts.

Ms. Dion informed the public that the summer concerts being held at the shallows of Newfound Lake were not stopped by the Town of Bristol but because Marine Patrol needs more permitting and insurance coverage from the people who organize these events.

**Public Comments:** None

Motion made by Mr. Alpers to enter nonpublic session per RSA 91-A, II (a), (b), (c), (e), at 6:40 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 7:05 PM. Seconded by Mr. Milbrand. Roll call vote taken. The Board voted 5-0 in favor, motion carried. Motion made by Mr. Alpers to seal previous minutes from nonpublic session, seconded by Mr. Milbrand. Motion made by Mr. Alpers to adjourn public meeting at 7:08 PM, seconded by Mr. Milbrand. 5-0 in favor, motion carried.

Respectfully submitted,

Wendy Smith