

**Minutes  
Bristol Select Board  
August 19, 2019**

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

**Absent:** JP Morrison

**Select Board Work Session:** Tour of new Town Office Construction progress at 5 School Street open to the public.

**Public Session:** Chair Dion opened the public meeting at 6:03 PM with Mr. Alpers leading the Pledge of Allegiance.

**Others Present:** Mark Bucklin, Highway Superintendent; Janet Cavanagh, Highway Administrative Assistant; resident Janet Metcalf and other members of the public.

**Minutes:** Mr. Alpers made a motion to approve the minutes of August 5, 2019 as written, seconded by Mr. Anderson. No discussion followed. The Board voted 3-0-1 in favor, motion carried.

**Consent Agenda:** Mr. Milbrand made a motion to approve the consent agenda dated August 19, 2019, to include the items named therein, seconded by Mr. Alpers. The Board voted 4-0 in favor of the motion to approve the consent agenda.

**Transfer Station & Recycling Planning:** Mr. Coates spoke on steps to be taken to make a decision on the recycling program at the Transfer Station. The first decision to make is to go back to single stream recycling or to start a sorting system. Mr. Bucklin said the Transfer Station can be reconfigured to support a sorting system of recycling. The Transfer Station is currently set up for single stream recycling. The Select Board agreed to wait until a quote is received from Northeast Resource Recovery Association (NRRRA) for single stream. Discussion followed on different options for residential and commercial waste disposal such as increasing fees, changing Town Ordinances, a Pay As You Throw program for all trash disposal, and definitions of rates. Changing the price structure for tires and electronic disposal was discussed as was the possibility of selling dump stickers at the Transfer Station as well as at the Town Clerk/Tax Collector's Office. Discussion ensued on construction and demolition (C & D) disposal. Legally, municipal transfer stations do not have to allow C & D disposal only household trash. It was decided to focus on the recycling program now and further discuss C & D disposal, commercial definitions, enforcement of Town Ordinances related to disposal, and other issues in the future. Mr. Bucklin will look into ways to increase volume capability at the Transfer Station, the Select Board will review other communities' disposal policies and further discuss this topic at the next Select Board meeting.

Resident Janet Metcalf expressed her concern that the Town needs to bring back the recycling program. Chair Dion replied that the Select Board agrees with her on that. Ms. Dion added recycling is a cost issue, but the Select Board feels it is worth it and is committed to it. Mr. Anderson added that glass, the heaviest volume of the waste stream, is currently being recycled. Another member of the audience asked where the household trash goes currently, and she was informed that it goes to an incinerator. Further discussion followed.

**Sunset Heights Road Acceptance Request:** Mr. Coates updated the Select Board on the request of Sunset Heights residents to accept the private roads in their neighborhood as public. A walk through of the area was done with residents of Sunset Heights, Mr. Coates and Mr. Bucklin. Chris Fillmore, Town Counsel, advised that there are multiple ways a private road can be accepted as public, the first being voting on it at Town Meeting. A more straight forward way is the road first has to be on an accepted Planning Board plan and the Select Board has to be granted authority by Town Meeting. The road is on an accepted plan and the Select Board does have this authority. A public notice for a public hearing is posted, and a public hearing is held. The Select Board then makes a decision as to whether or not to accept the road and if it is "as is" or conditional to Town standards. Mr. Bucklin would also need to sign off on this.

Mr. Bucklin updated the Select Board on the walk through. He felt a lot of the road is in good profile, but areas such as culverts and some driveways need work. The settling over private water pipes is of concern. The pavement appears to be approximately thirty years old and will have to be repaved before the Town accepted the road as public. He said repaving could cost \$200,000. The pros and cons of one option where the Town accepts the road and then assesses the property owners on the road betterment fee was then discussed. Mr. Anderson asked if the water piping under the road broke, would the Town be responsible for the repair. Mr. Bucklin answered the Town would be responsible for the road repair. Mr. Coates said the Town could also accept the water pipes as public through this process. Mr. Bucklin also confirmed that the width of the road is up to Town standards.

Mr. Milbrand was inclined to have the residents take this request to Town Meeting as it is a substantial cost to the Town. Mr. Anderson felt the residents are part of the community and was not opposed to accepting the road as private. Mr. Alpers said the Town has accepted private roads as public in the past so precedent have been set and that he would like to have the past acceptances researched. He added that meeting Town standards is important. Mr. Coates interjected that Town Counsel Fillmore recommended that if this were to go to Town Meeting that the Select Board write the warrant article in order to make sure Town standards are included. Mr. Milbrand said costs such as plowing also need to be considered. It was agreed to get an estimate on costs associated with bringing the road up to standard and revisit this at the September 19 Select Board meeting. Discussion on Highway Department projects such as Spring Street, street line painting, signs and parking followed.

#### **Town Administrator's Report:**

- The credit card reader is up and running at the beach. No credit card transactions have taken place yet, but cash transactions are being logged.
- The grant for trees and benches from the Rotary Club has been approved and new signs on the Information Booth at Millstream Park have been installed.
- Cummings Beach permits have been approved. Hall's will be fixing the steps and drainage pipe. The swale will be repaired and replanted.
- Final grading work has restarted at Pemi Trail. Grant requests for street trees, signage and community garden plots have been made.
- Stebbings Partners will be presenting their first set of recommendations for branding and marketing to the committee in September. They will then make a presentation to the Select Board.
- Lighting efficiency projects are beginning in September at the new Town Office. Energy efficient lighting will then be installed at the Fire, Police and Highway Departments. We should start to see immediate savings.

**Select Board Items:** Mr. Milbrand reported that the cell tower was approved at the Planning Board meeting. The motion that was made was prepared with legal council and contains good conditions which will protect the community as well as federal laws which are involved.

Ms. Dion announced that Old Home Day is this Saturday, 8/24/19 and that there are a lot of events planned including fireworks. She added that if anyone is attending, their help would be appreciated. Bicentennial shirts are being sold and Town staff shirts will be distributed at the Community Barbeque on September 15. Mr. Alpers gave kudos to the Old Home Day Committee and the Town staff on coordinating this event.

**Public Comments:** No additional comments.

Motion made by Mr. Alpers to enter nonpublic session per RSA 91-A, II (a) at 7:23 PM. Seconded by Mr. Milbrand. Roll call vote taken. 4-0 in favor, motion carried. Motion made by Mr. Alpers to leave nonpublic session at 7:52 PM. Seconded by Mr. Milbrand. Roll call vote taken. The Board voted 4-0 in favor, motion carried. Motion made by Mr. Alpers to adjourn public meeting at 7:53 PM, seconded by Mr. Milbrand. 4-0 in favor, motion carried.

Respectfully submitted,

Wendy Smith