

**Minutes
Bristol Select Board
October 16, 2019**

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

Absent: Chair Les Dion and Wayne Anderson

Select Board Work Session: Stebbings Partners presented branding work to date to the Select Board.

Public Session: Vice Chair Milbrand opened the public meeting at 6:03 PM with Kevin McCaffrie leading the Pledge of Allegiance.

Others Present: Mark Bucklin, Highway Superintendent; Paul Bemis, Energy Committee Chair; Jeff Chartier, Water & Sewer Superintendent; Karen and Joe Lukeman, Mary and Kevin McCaffrie and other residents Sunset Heights Association; Shaun Lagueur; and other members of the public.

Consent Agenda: Mr. Alpers made a motion to approve the consent agenda dated October 16, 2019, to include the items named therein, seconded by Mr. Morrison. The Board voted 3-0 in favor of the motion to approve the consent agenda. Mr. Coates explained Item #3, which was regarding a building permit for a three-bedroom home at 249 Chestnut Street, a Class 6 road. The document states that the Town will not presume responsibility for maintaining the road.

Water/Sewer Solar Project Contract and Community Power Committee Establishment: Paul Bemis, Energy Committee Chair updated the Select Board on the status of the Purchase Power Agreement (PPA) for the Water & Sewer solar project from Barrington Power. The PPA was reviewed by legal counsel and provisions were added. Barrington Power is now reviewing the proposed stipulations. Discussion occurred on the possibility of a multi-year contract.

Mr. Bemis explained that establishing a Community Power Committee would allow the opportunity to negotiate with an electrical supplier for rates using the entire load of the community as negotiating leverage. SB286, the Community Power law defines "community" on a county level as well as on a municipal level. This has the potential to lower electric bills and increase the percentage of renewable electricity sources. The Energy Committee would establish a Community Power Committee which would then develop a Community Power Plan to be submitted to the Select Board for their review. Mr. Bemis asked for a motion to allow the Energy Committee to form a Community Power Committee and further discussion followed. It was decided to discuss the establishment of a Community Power Committee further at the next Select Board meeting.

Sunset Heights Roads Request (Cont.): Mr. Coates provided the Select Board with the process for accepting Sunset Heights Road. Jeff Chartier, Water & Sewer Superintendent has expressed concern regarding the underlying water system. He asked if the water system under the Sunset Heights subdivision would remain private. He gave costs for converting to the public water system which included a new concrete underground water tank, meter installation, and a generator to power a booster station. Currently the water system at the subdivision is run by Red Sun Water Systems. Kevin McCaffrie, president of Red Sun stated the system is intact for the current usage. The Town is the operator and inspects the system, while Red Sun maintains it. The residents did not request that the water system be made public. Mr. Alpers asked if there were any plans for Red Sun Water Systems to upgrade the water supply. Mr. McCaffrie responded that the tank was due to be replaced in fifteen

years. Mr. Coates reiterated Mr. Chartier's concern with the tank size which was meant to be temporary and the lack of a back-up power supply.

Mr. Coates went over the process for accepting Sunset Heights subdivision as a public road. The next step would be holding a public hearing or presenting as a warrant article at Town Meeting. Mr. Alpers wanted to confirm the commitment of the association to bring the road up to specifications. Karen Lukeman stated the residents were positive about the road becoming public and the costs associated with doing so. It was decided to hold a public hearing in January or February. A resident asked if a survey needed to be done and Mr. Coates responded that it may be in the Town's best interest to have one done.

Cardboard Recycling: Mr. Coates and Mr. Bucklin met with the Ashland DPW Director regarding the potential for Bristol to send corrugated cardboard at the Ashland Transfer Station to be recycled. Ashland is willing to take Bristol's cardboard if it can be transported to them. They would keep the revenue generated, but it would take the cardboard out of our waste stream freeing up space at the transfer station. Discussion followed on whether to purchase a dump trailer to collect and transport the cardboard or to institute the program on a trial basis to help see how it would work. Mr. Bucklin will talk with the attendants for their input.

Transfer Station Accounting: Mr. Coates presented invoices approved by Mr. Bucklin for the Transfer Station construction project. Town meeting authorized \$287,200 and \$208,600 has been paid to Morrison Construction to date including extras requested by Mr. Bucklin. The contract amounted to \$213,950 of which a balance of \$5,350 remains on the contracted amount. Extras paid as part of \$208,600 amounted to \$9,300 which included \$7,500 for crushed gravel and \$1,800 for the Eversource fee to start electrical service. \$18,250 is requested for final payment to Morrison Construction which includes \$14,650 for time and materials for water proofing decks, backfilling decks and finish subgrade, line drainage swale with stone and railing installation; and \$3,600 for extra crushed gravel requested by Mr. Bucklin. Mr. Coates asked the Select Board's opinion on the request for final payment. Discussion ensued on the contract and the work done. The Select Board agreed to issue the final payment of \$18,250.

New Town Office: Mr. Coates updated the Select Board on the moving plans to the new Town Offices at 5 School Street. The Certificate of Occupancy should be issued next week with the offices opening next Thursday. The Bicentennial Committee will be donating a small granite monument to be placed next to the new flagpole donated by Barbara Greenwood. Mr. Alpers made a motion to accept the donated flagpole and granite monument. Mr. Morrison seconded, the Board voted 3-0 in favor of the motion. Public parking at the new offices were discussed. Input from Mr. Bucklin indicated that he OK with parking at the 5 School Street parking lot during night meetings and community functions but is not in favor of public overnight parking and public parking during snow emergencies.

It was agreed that the new building would be known as the Bristol Town Office. Mr. Alpers would like to talk about naming the meeting room at a later date. Mr. Coates went over the operational procedures of the building.

Town Administrator's Report: Mr. Coates previously met with Chair Dion on upcoming budget work session scheduling. The final budgeting with the Select Board will be on 11/21/19 and the Select Board will present their budget to the Budget Committee on 11/25/19.

Select Board Items: Mr. Alpers stated that we need to be open about voting at the new town offices for local elections.

Mr. Morrison asked about the Town's policy on drug testing in relation with medicinal marijuana. Mr. Coates stated that safety sensitive positions are currently drug and alcohol tested by law. There is also a reasonable suspicion clause for Department Heads to initiate testing of employees in non-safety sensitive positions.

Public Comments: Shawn Lagueux said the conversation regarding the establishment of the Community Power Committee was interesting and added that a defeated bill which would have helped involved the ability to have microgrids. Right now, electricity cannot be sold over boundary lines if the entity is not a utility. Mr. Morrison asked if setting up the Community Power Committee would help, and Mr. Lagueux said it may. Mr. Lagueux is in favor of the Town taking over Sunset Heights as long as the road is brought up to standard.

The Select Board recessed at 7:45 PM and reconvened at 8:15 PM.

Non-Public Session: Mr. Alpers made motion to enter nonpublic session per RSA 91-A, II (a) and (c) at 8:16 PM. Seconded by Mr. Morrison. Roll call vote taken. 3-0 in favor, motion carried. Motion made by Mr. Alpers to leave nonpublic session at 8:24 PM. Seconded by Mr. Milbrand. Roll call vote taken. The Board voted 3-0 in favor, motion carried.

Motion made by Mr. Alpers to adjourn public meeting at 8:25 PM, seconded by Mr. Milbrand. All in favor. 3-0 in favor, motion carried.

Respectfully submitted,

Wendy Smith