

**Minutes  
Bristol Select Board  
November 7, 2019**

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

**Absent:**

**Select Board Work Session:** JP Morrison absent from the Work Session. Mr. Coates and Mr. Blanchette presented five scenarios for setting the annual tax rate: One that uses no fund balance, \$250,000 in fund balance, \$350,000, \$400,000, and \$450,000. The total tax rate without using any fund balance would go up \$1.75 per \$1,000 of assessed value for a total tax rate of \$23.55. Of that \$1.75, the municipal rate would account for a \$0.99 increase. Mr. Blanchette stated that revenues are strong, and he is projecting revenues to be stronger in 2020, plus he expects there will be a budget surplus this year that will add to the fund balance. He added that the current fund balance is \$1,378,963. Mr. Alpers stated that the Town is also heading into a reval where values are likely to increase, which will help with the tax rate in future years. After discussion, the Board decided the best course was to apply \$350,000 of fund balance. This would increase the tax rate from \$21.80 to \$22.80. The breakdown for the new tax rate would be: Municipal - \$8.42 (an increase of \$0.24), School - \$10.10 (an increase of \$0.66), County - \$2.01 (an increase of \$0.07), and State - \$2.27 (an increase of \$0.03). Mr. Alpers made a motion to apply \$350,000 of fund balance toward the tax rate making the total tax rate \$22.80. Mr. Milbrand seconded the motion. The motion passed by a vote of 4-0.

The draft 2020 budget was discussed as well as properties the Land Use and Health Office have been working on.

**Public Session:** Chair Dion opened the public meeting at 6:03.

**Others Present:** Mark Bucklin, Highway Superintendent; Paul Bemis, Energy Committee Chair; Christina Goodwin, Land Use Manager; Jeff Chartier, Water & Sewer Superintendent; Brittany Overton, Library Director; Nancy Dowey, Chair of Library Board of Trustees; Fire Chief Ben LaRoche; Police Lt. Kris Bean; Bill Dowey; Shaun Lagueux; members of the Newfound Memorial Middle School Girls Cross Country team; and other members of the public.

**Meeting Minutes:** Mr. Alpers made a motion to approve the minutes of October 3, 2019 as written. Seconded by Mr. Milbrand. There was no discussion. The Board voted 4-0-1 in favor of the motion to approve the minutes.

**Consent Agenda:** Mr. Milbrand made a motion to approve the consent agenda dated November 7, 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.

**Employee of the Month Recognition:** The Department Heads nominated Police Officer Chris Carter (September) and Interlibrary Loan Librarian Cindy Westfall (October) as Employees of the Month. Lt. Bean accepted the certificate on behalf of Officer Carter. Nancy Dowey, Chair of the Library Board of

Trustees and Brittany Overton, Library Director spoke on the merits of Ms. Westfall's work at the library. The Select Board presented the certificate to Ms. Westfall.

**Newfound Memorial Middle School Girls Cross Country Champions Recognition:** Chair Dion presented members of the Newfound Memorial Middle School Girls Cross Country team with a proclamation recognizing their Division III State Championship.

**Transfer Station and Cardboard Recycling:** Mr. Coates has received approximately a dozen emails and letters from residents expressing their concern and support of recycling at the Transfer Station. This has been an ongoing topic for the Select Board and a priority. If single stream recycling were to be implemented in 2020, it would cost approximately \$41,000/year in addition to the cost associated with trash disposal. Discussion followed on the pros and cons of single stream recycling.

Mr. Coates said that since the Town stopped recycling cardboard, the transfer station has had to close three times due to cardboard disposal bringing the station to capacity. Mr. Bucklin stated that he has instituted the use of a roll out container to be used for trash when the station is full, this will avoid future transfer station shut downs. Discussion on the logistics and costs associated with recycling cardboard followed. Mr. Bucklin priced a trailer to hold cardboard at \$5,800. Mr. Anderson suggested approaching cardboard recycling incrementally by collecting cardboard in a trailer and transporting it to Ashland to be recycled. Mr. Morrison was not in favor of purchasing a trailer and preferred renting one to start. It was decided that the next steps would be to execute a contract with Ashland to accept Bristol's cardboard and research the cost of renting a trailer to try out on a trial basis. Other recycling options were discussed as well. Brittany Overton said she appreciates all the time spent by the Select Board on the topic of recycling. She presented the idea of the formation of a Sustainability Committee for the Select Board's consideration. Discussion followed and the Select Board decided to support the formation of the Sustainability Committee.

Mr. Coates conveyed a resident's suggestion of accepting brush for four hours on Wednesdays and four hours on Saturdays. It was decided to keep brush acceptance on Saturdays only until more staffing at the transfer station is secured.

Mr. Alpers asked if Mr. Bucklin can encourage the state to replace the guardrail near the information booth on Route 3A. Mr. Coates said that he thinks it could be done when the Route 3A project is done if the State were to agree due to it being a state highway. Mr. Bucklin reported that the new truck has been put into service.

**EMS Contracts:** Fire Chief LaRoche provided a summary on the 2020 EMS Contracts and Contract Letters. Highlights to the contract are that the contract language provides the same terms as in past years. The contract runs from 7/1/20-6/30/21. Expenditures included are the power stretcher, an increase from \$40,000 to \$60,000 in The Ambulance Fund both of which were approved at the 2019 Town Meeting; and the approved Day Firefighter position. He also noted that Alexandria will see a significant increase this year, as their calls and transports went up above their average. Chief LaRoche answered questions regarding the contract from the Select Board. Mr. Alpers made a motion to approve the 2020 EMS contracts as submitted, seconded by Mr. Milbrand. Discussion on receivables and the billing process followed. The Board voted 5-0 in favor of the motion.

**Water/Sewer Solar Project Contract and Community Power Committee (Cont.):** Paul Bemis, Energy Committee Chair and Mr. Coates have been working together on the best way to facilitate the Solar Project Contract. They decided it to put together a warrant article for a long-term contract which

includes a long-term lease and a long-term Power Purchase agreement. The Select Board agreed this was a good approach.

Mr. Bemis asked for a motion to approve the formation of a Community Power Committee which would allow the opportunity to approach neighboring towns to determine if they would be interested in working together to combine power demand and potentially save on electricity cost and increase sustainable energy sources in the area. Mr. Milbrand made a motion to form a Community Power Committee per SB 286. Seconded by Mr. Anderson. The Board voted 5-0 in favor of the motion.

**Town Administrator's Report:** None

**Select Board Items:** Mr. Alpers gave kudos to Mr. Coates and the Town Office staff for a successful move into the new Town Office building. He also suggested that the Bicentennial Committee and the Downtown Decorating Committee be recognized at the next Select Board meeting.

Mr. Morrison mentioned that he received a complaint on the transfer station having to close early due to being over capacity. He also commented on how nice Bristol Falls Park/Pemi Trail looks. Mr. Coates updated the Board on the plans which includes a ribbon cutting in the spring. New England Mountain Biking Association is contacting Army Corps of Engineers regarding extending the trail further.

Mr. Anderson asked Mr. Coates for an update on the Fiber Optic project. Mr. Coates reported that he has written two bills with Senator Bradley which would benefit the project. Next week he will be having a conference call on the subject and will also be filing a grievance with the Public Utilities Commission. He met with the Commissioner of the DOT about timing the Water & Sewer, Fiber Optic and Highway projects together. Mr. Coates also informed Mr. Anderson that the cell tower construction is expected to start in April 2020.

Ms. Dion said that the 3:00 PM Work Session time needs to be reconsidered and suggested the next Budget Work Session be at 4:00 PM. That meeting will be on 12/13/19. She added that the Kelley Park softball fence has been replaced and the baseball back stop has been moved. Mr. Alpers suggested reducing the use at Kelley Park next year in order to improve the grass condition. Ms. Dion said she has been discussing a better maintenance plan with Highway Superintendent Bucklin for next year.

**Public Comments:** Shaun Lagueux congratulated the residents of Bristol, Mr. Coates and the Town Office staff on the new Town Office.

**Non-Public Session:** Mr. Alpers made motion to enter nonpublic session per RSA 91-A, II (a) and (b) at 7:50 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 8:01 PM. Seconded by Mr. Milbrand. Roll call vote taken. The Board voted 5-0 in favor, motion carried.

Motion made by Mr. Alpers to adjourn public meeting at 8:02 PM, seconded by Mr. Milbrand. All in favor. 5-0 in favor, motion carried.

Respectfully submitted,

Wendy Smith