

**Minutes  
Bristol Select Board  
December 5, 2019**

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

**Absent:** JP Morrison and Wayne Anderson

**Select Board Work Session:** A presentation of the proposed Finance/Human Resources software was made by MRI Software.

**Public Session:** Chair Dion opened the public meeting at 6:10.

**Others Present:** Paul Bemis, Energy Committee Chair and Nicole McKenzie of the US Census Bureau.

**Meeting Minutes:** Mr. Alpers made a motion to approve the minutes of November 7, 13, and 21, 2019 as written. Seconded by Mr. Milbrand. There was no discussion. The Board voted 3-0-0 in favor of the motion to approve the minutes.

**Consent Agenda:** Mr. Milbrand made a motion to approve the consent agenda dated December 5, 2019, to include the items named therein, seconded by Mr. Alpers. Mr. Milbrand inquired as to why Item #4, Land Use Change form had no charge associated with it. Mr. Coates read the explanation from Christina Goodwin, Land Use Manager's email. The Board voted 3-0-0 in favor of the motion to approve the consent agenda.

**Water/Sewer Solar Project Lease Agreement:** Paul Bemis, Energy Committee Chair requested that the Select Board approve a one-year lease agreement with Barrington Power for the Water/Sewer Solar project. The intent is to present a long-term lease and Power Purchase agreement as a Warrant Article at the Town Meeting in March 2020. Town Counsel has reviewed the one-year lease and agreement and written the Warrant Article. Mr. Alpers made a motion to approve the one-year lease agreement from Barrington Power for the Water/Sewer Solar Project. Seconded by Mr. Milbrand. No further discussion took place. The Board voted 3-0-0 in favor of the motion. Mr. Bemis informed the public that an educational session has been scheduled at the Minot-Sleeper Library on 12/17/19 at 7:00 PM. The session will review the recently passed Community Power bill, SB-286 which has the potential to lower local electricity bills and decrease the use of fossil fuels.

**Fiscal Year Discussion:** Changing to a July 1<sup>st</sup> fiscal year was proposed which has many benefits including tax collections would then align with the budget. Mr. Coates conveyed Mr. Blanchette, Finance Director's recommendation of planning ahead for this change and setting up a Capital Reserve Fund because an 18-month budget would be necessary. Discussion followed on the pros and cons to making this switch as well as the process involved. Mr. Milbrand will talk with Mr. Blanchette and the Town of Hebron who has changed to a July 1<sup>st</sup> fiscal year to start planning for this potential change.

**CIP Presentation:** Rescheduled for the next Select Board meeting.

**Cardboard Trailer Update:** The trailer to be used for corrugated cardboard recycling has been purchased. The Town of Ashland should be sending the MOU soon and then cardboard can be collected and brought to their facility for recycling. Mr. Alpers suggested making an educational video for the public to inform them that only clean corrugated broken-down cardboard will be recycled.

**Town Administrator's Report:** At the moment there are no encumbrances being planned except for one potential \$500 Land Use encumbrance. Mr. Alpers asked if an encumbrance would be necessary for the bathroom installation at the Highway Department. Mr. Coates will follow up with Mr. Bucklin, Highway Superintendent on this. Mr. Coates reminded the Select Board that the Town Holiday Luncheon is Friday, 12/13/19 from 11:30 AM to 1:00 PM.

**Select Board Items:** Mr. Alpers suggested having the Bicentennial Committee come to the next Select Board meeting and the Downtown Decorating Committee attend the first January meeting in order to thank them for all they are doing for the Town of Bristol. Mr. Alpers also said to invite Grant Copatch to the next Select Board meeting to thank him for doing his Eagle Scout project as well.

Mr. Alpers asked Mr. Coates for an update on the Pemi Trail/Bristol Falls Park. Mr. Coates responded that the fence has been finished and that plantings will be done in the spring. The final request for reimbursement as well as the ribbon cutting will take place in 2020.

Mr. Alpers brought up that the Select Board needs to review the 2018 Melanson Heath audit.

Mr. Milbrand commented on how nice the Christmas tree downtown looks.

**Public Comments:** Nicole McKenzie of the US Census Bureau gave a presentation on the 2020 Census to the Select Board. This year the Census will be largely done online, and the Town, Senior Center, and Minot-Sleeper Library can assist the public who needs it. The Census will be starting in March 2020.

**Non-Public Session:** Mr. Alpers made motion to enter nonpublic session per RSA 91-A, II (c) and (d) at 7:10 PM. Seconded by Mr. Milbrand. Roll call vote taken. 3-0-0 in favor, motion carried. Motion made by Mr. Alpers to leave nonpublic session at 7:55 PM. Seconded by Mr. Milbrand. Roll call vote taken. 3-0-0 in favor, motion carried. Motion made by Mr. Alpers to adjourn public meeting at 7:55 PM, seconded by Mr. Milbrand. All in favor. 3-0-0 in favor, motion carried.

Respectfully submitted,

Wendy Smith