

**Minutes
Bristol Select Board
March 5, 2020**

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

Absent: Nik Coates, Town Administrator

Non-Public Session: Mr. Alpers made motion to enter nonpublic session per RSA 91-A, II (a), (c) and (e) at 5:10 PM. Seconded by Mr. Anderson. Roll call vote taken. 5-0-0 in favor, motion carried. Motion made by Mr. Alpers to leave nonpublic session at 5:50 PM. Seconded by Mr. Milbrand. Roll call vote taken. 5-0-0 in favor, motion carried.

Public Session: Chair Dion opened the public meeting at 6:00 PM with Mr. Alpers leading the Pledge of Allegiance.

Others Present: Janet Cote, Bicentennial Committee Chair; Bicentennial Committee members, Hilda Bruno, Lucille Keegan, Bill and Nancy Dowey, Jennie Walker, and Al Blakely; Christina Goodwin, Land Use Manager/Health Officer; and other residents of the Town of Bristol.

Meeting Minutes: Mr. Alpers made a motion to accept the minutes of 2/20/20 as written, seconded by Mr. Milbrand. No discussion. The Board voted 5-0-0, motion passed.

Consent Agenda: Mr. Milbrand made a motion to approve the consent agenda dated March 5, 2020, to include the items named therein, seconded by Mr. Alpers. Mr. Morrison asked about the check written to Kenworth for the work on the Highway Department truck which was in an accident. He was under the impression that Primex would pay that vendor directly as opposed to the Town receiving a check from Primex first. Chair Dion will follow up on this with Town Administrator, Nik Coates. The Board voted 5-0-0 in favor of the motion to approve the consent agenda.

Bicentennial Close Out: Janet Cote, Bicentennial Committee Chair went over some items which need to be completed before the financials are closed out. She spoke on the time capsule installation which the committee would like to be at the Historic Town Hall. There will be some expense associated with that and when the committee has an estimate they will ask the Board for permission to go ahead with the installation. A Bristol Bicentennial dedication plaque has been ordered and Mr. Bucklin, Highway Superintendent, informed the committee that he will get a large rock to mount the plaque on which will then be placed next to the flagpole in front of the Bristol Town Office. Therefore there are still expenses which have yet to come out of the Bicentennial Committee budget. Ms. Cote went over the current status of the budget which has a \$10 to \$12 thousand balance.

Chair Dion read the dedication from the 2019 Town Report to the committee. She also presented them a framed copy of the dedication. Chair Dion thanked them for all their amazing work and invited them to continue that work as members on the Community Events Committee.

Chair Dion recognized Selectman Rick Alpers at his last official Select Board meeting as a member. Mr. Alpers served on the Select Board for 15 years and was instrumental on many major projects such as the bike path, the sidewalk improvement project, the new town office building, Mill Falls and more. She thanked him for his many years of service on the Board.

Land Use/Health Officer Property Updates: Christina Goodwin went over properties that her department is tracking. A final order was sent out to one property this week because some improvements have been made but not enough. Ms. Goodwin is preparing to take the owner to court.

Another property was taken over by a mortgage bank who had the front cleaned up but not the back of the property. This property will continue to be tracked and total cleanup enforced. Mr. Alpers asked about the Warfield Circle property. Ms. Goodwin reported that they have done some clean up and removed junk vehicles. Ms. Goodwin asked the Select Board if she can contact the Town attorney for more clarification on enforcement and they said she could. She will also talk with Mr. Coates about the creation of a Property Maintenance code in order to assist in enforcement issues.

One traced property owner has cleaned up and secured their fence, and the view has been segregated between the two properties. Property # 22371 started to clean up, but have not finished. They are a commercial entity and Ms. Goodwin wants to get further clarification on that aspect. She has just started working with the property owner as letters were being sent to the tenant only. Mr. Anderson asked what the owner's response has been and Ms. Goodwin said the owner would like the Town to enforce the code violations. Another issue there is the parking area needs to be maintained. The ultimate responsibility is the property owner and hopefully the person taking over this business will work with the Town.

Mr. Morrison said that these problems have been ongoing at a number of properties and that it would be good to have these not come up each year. Ms. Goodwin responded that if a property goes into compliance and then they go out, the enforcement process has to be started over again. The Town has to give them time to clean up their properties. Mr. Alpers added the Land Use Department is making headway and is in the best position it has been in in a long time.

The Land Use Department has established a process from inspection to final order. Ms. Goodwin went over the status of the remaining properties they are tracking. She added that cars being stored at a property need to be road worthy not just registered, though antique cars are exempt. Chair Dion asked about a building that was built on the lake without permits on Pikes Point. The Land Use Office staff are working with them to go through the proper channels. The owners had DES approval but did not get Town approval. Ms. Goodwin added that she is tracking a Country Club Road property with a large number of tires (at least 50) and stored vehicles. Ms. Goodwin will give them some time to clean up due to the current snow. Mr. Morrison said to give them a time limit, such as May 1st. Ms. Goodwin replied that she has to legally give them three notices. Chair Dion and the Select Board thanked Ms. Goodwin for her report.

Elections and Town Meeting Planning: Chair Dion informed the Board that they will be given folders with the warrant articles they are presenting which can be picked up on Monday. They then discussed Select Board scheduling for ballot voting being held on Tuesday, March 10, 2020.

Select Board Items: Chair Dion read Janet Cavanagh and Pat Auger's thank you notes to the Select Board and Town Office staff.

Mr. Milbrand said the word needs to get out that the Town recycles cardboard. He suggested a sign at the Transfer Station and Mr. Anderson volunteered to write a letter to the Laconia Daily Sun.

Mr. Morrison recently visited Bob Sheffield who will be 100 years old this year.

Mr. Alpers thanked the voters for the past 15 years, this and past boards, the staff, the community, and his family. He said that being on the Select Board has been a great experience and that he will miss it.

Public Comments: None

Adjourn: There being no further business, Mr. Alpers made a motion to adjourn at 7:08 PM, seconded by Mr. Milbrand. The Select Board voted 5-0-0, motion carried.

Respectfully submitted,

Wendy Smith