

Bristol Select Board  
Minutes  
September 2, 2021

**Present:** Select Board members: Chair Don Milbrand, Anita Avery, JP Morrison, Shaun Lagueux and Nik Coates, Town Administrator

**Absent:** Les Dion

**Others Present:** Cade Overton, Media Manager; Christina Goodwin, Land Use/Assessing Manager; Ben LaRoche, Fire Chief; Jim McIntire, Police Chief; Kris Bean, Police Department; Remotely- Deborah Clarke-Tivey, Administrative Assistant; John Sundborg III, Community Member

**Work Session:** Chair Milbrand opened the work session at 5:04 pm. The Board held the second scheduled work session to discuss the Police Department's twenty-hour work schedule and the possibility of making that work schedule permanent. Other topics discussed were stipend pay outs for employees opting out of the Town's health insurance, reducing the growing liability of accrued sick time, unplanned sick time going toward overtime calculations, and part time employee accrual. The Board reviewed adding the Credit Card Policy to the Personnel Policy. They viewed the Computer Use section and the Social Media Policy while on the job sections of the Personnel Policy.

**Nonpublic Session Per RSA 91-A, II (a), (c) and (e):** Mr. Lagueux made a motion to enter into nonpublic session under NH RSA 91-A, II (a), (c) and (e), motion was seconded by Ms. Avery. Roll call vote to enter nonpublic session: Mr. Morrison, yes; Chair Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes. Motion passed 4-0-0. Nonpublic session entered at 7:13pm.

Motion to leave nonpublic session and return to public session was made by Mr. Lagueux, seconded by Mr. Morrison. Roll call vote taken: Mr. Morrison, yes; Chair Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes. Motion passed 4-0-0. Nonpublic session adjourned at 8:23pm.

**Public Session:** After a brief recess Chair Milbrand opened the public meeting at 8:32pm by leading the Pledge of Allegiance.

**Meeting Minutes:** Mr. Morrison made a motion to accept the minutes of August 19, 2021, as written, seconded by Ms. Avery. No discussion. The Board voted 3-0-1, the motion passed.

**Consent Agenda and Manifests:** Ms. Avery made a motion to approve the consent agenda dated, September 2, 2021, to include the items named therein, motion seconded by Mr. Lagueux. No discussion. The Board voted 3-0-1, the motion passed.

**MS1 Review and Signature:** Ms. Goodwin went over the draft MS1 report that would be submitted electronically to the New Hampshire Department of Revenue Administration upon the Board's approval. She explained that this was the first step in the tax rate setting process. She explained a chart that made comparisons between the 2020 and 2021 years. Mr. Lagueux made a motion to approve the MS1 as presented. Mr. Morrison seconded the motion. No discussion. The Board voted 4-0-0, in favor of the motion. The motion passed.

**Consent Agenda: Class VI Road Construction Waiver Request:** Ms. Goodwin and Mr. Sundborg asked the Board to grant a waiver for Mr. Sundborg to build on a Class VI Road which he currently has a structure on. Mr. Sundborg explained that he has been to the Planning Board for their approval and the Select Board's waiver was the next step in the process of him adding onto his family property and home. Mr. Sundborg would like to add about 430 square feet to the existing structure adding a bedroom and bathroom. He explained he would add a well and septic system on the 60-acre lot that has been in his family since the 1800's. He knows that if the Board grants this waiver, he will still have to go to the Zoning Board with his request for a variance. A discussion pursued regarding the Fire Chief's recommendations and concern about upgrades needed to the road so a fire truck could safely get to the property. Mr. Lagueux made a motion to approve Mr. Sundborg building on Old Stage Road pending any road improvements made by the Town of Bristol's Highway Superintendent. The motion was seconded by Ms. Avery. No discussion. The Board voted 4-0-0, in favor of the motion. The motion passed.

**Town Administrator's Report:** Mr. Coates reminded the Board that the Fiber Project Ribbon Cutting and After Event Celebration at the Historic Hall was on September 16, 2021, at 3:00pm. Two Select Board work sessions would follow that event. He let the Board know that there are three Sewer Extension Neighborhood Meetings scheduled for September 21, 22, and 23 at Cummings Beach and asked that anyone attending please bring a lawn chair. Mr. Coates reminded the Board of their September 23 Select Board meeting starting at 3:00pm with a work session.

**Select Board Items:** Ms. Avery thanked everyone involved with organizing and running Bristol's Old Home Day. She reported that Old Home Day was well attended, well organized, and fun.

Mr. Lagueux brought up an issue regarding smoking on Town Property. He had a concern regarding the condition of the sidewalk on Spring Street. Mr. Coates let Mr. Lagueux know that the sidewalk was on the schedule for repair.

Mr. Morrison informed the Board that he had a personal event on September 16 and this event would hinder his availability to attend the entire Select Board meeting that evening.

**Public Comments:** none

Mr. Morrison made a motion to adjourn the meeting at 9:01pm, seconded by Mr. Lagueux. The Board voted 4-0-0, in favor of the motion.

Respectfully submitted,  
Deborah A. Clarke-Tivey