

Bristol Select Board
Minutes
October 21, 2021

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

Absent:

Nonpublic Session Per RSA 91-A:3, II (a) and (c), Mr. Lagueux made a motion to enter into nonpublic session under NH RSA 91-A, II (a) and (c), motion was seconded by Ms. Avery. Roll call vote to enter nonpublic session: Chair Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes; Mr. Morrison, not present to vote; Ms. Dion, yes. Motion passed 4-0-0. Nonpublic session entered at 5:36 pm.

Motion to leave nonpublic session and return to public session was made by Mr. Lagueux. Motion seconded by Ms. Dion. Roll call vote taken: Chair Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes; Mr. Morrison, yes; Ms. Dion, yes. Motion passed 5-0-0. Nonpublic session adjourned at 6:30pm.

Others Present: Cade Overton, Media Manager; Deborah Clarke-Tivey, Administrative Assistant/ Beach Supervisor; Mark Bucklin, Highway Superintendent; Raymah Simpson, Town Clerk/Tax Collector; Bill Dowey, Economic Development Committee; Nancy Dowey, Sustainability Committee; Kris Durgin, Community Member; remotely- Steve Lieber, Cassidy Brennan, Affinity LED Lighting

Public Session: Chair Milbrand opened the public meeting at 6:32pm by having Mr. Coates lead the Pledge of Allegiance.

Public and Nonpublic Meeting Minutes: Mr. Lagueux made a motion to accept the minutes of October 14, 2021, public and nonpublic meeting minutes, as written, seconded by Ms. Avery. No discussion. The Board voted 5-0-0, in favor of the motion. The motion passed.

Consent Agenda and Manifests: Ms. Dion made a motion to approve the consent agenda dated, October 21, 2021, to include the items named therein, motion seconded by Mr. Morrison. The Board voted 4-0-1, in favor of the motion. The motion passed.

Affinity LED Street Lighting Proposal: Mr. Coates gave an introduction and recapped the LED Light Proposal as presented to the Board in the past. Ms. Brennan gave a brief overview of the company and products. Mr. Lieber reported how best to roll out the system such as cellular network and mesh network. Mr. Lieber explained that Bristol is in range to a couple of big towers, and Verizon's technology does not all point into the town. However, Verizon does have expansion plans for Bristol in the predetermined future, including small cell enhancements and eventually a macro-site (tower). The Verizon network technician stated to Affinity that small, measured data (kb's) from the street nodes will not be an issue with the Affinity LED Street Light Project, except for periods of high daytime traffic on the towers, like leaf peepers. However, even with high traffic times, the lighting system will operate as designed and Verizon fully supports the Affinity LED Street Lighting project. Ms. Brennan and Mr. Lieber reviewed the project's costs, Eversource incentives, financing options, a payment structure and showed the Board how the Town will be cash positive with this project. Affinity LED Lighting will send the

PowerPoint and spread sheets presented to the Board so the Board can review these documents at their leisure.

Volkswagen Grant for Electric Car Stations: Mr. Dowey, Mrs. Dowey and Kris Durgin reported the work and support that the Economic Development Committee, Sustainability Committee, and Energy Committee has completed to apply for a three-million-dollar grant from Volkswagen for Electric car stations for direct current 480-volt electric car chargers that would charge a car in forty minutes. The Town would have to commit to three to four parking spaces in each site around town. A discussion pursued as to where the spots would be, The Town Office parking lot, Library lower parking lot, Central Street parking lot and TD Bank parking lot or at the Mill Stream. Mr. Dowey reviewed the cost, partners to take over day to day operations (ChargePoint), and time frame for the project and applying for the grant. Mr. Dowey asked the Board for support on this project so the committees could move forward with applying for the grant. Mr. Lagueux made a motion to enter into the planning stage as outlined in the proposal presented with parking spaces at the library with backup parking spaces at the Mill Stream. The motion was seconded by Ms. Dion. The Board voted 4-0-1, in favor of the motion. The motion passed.

Summer Wrap-Up:

Beaches: Ms. Tivey reported to the Board that having five full time beach attendants, a part time attendant, having the beaches permits sold at the Town Office, deputizing additional attendants to ticket cars without permits, placing two attendants on each beach during the weekends for the month of July, and beach access limited to Bristol residents and taxpayers made for an enjoyable beach season for all, despite the rainy summer. She asked the Board to continue with all these practices for the 2022 Beach season. Ms. Tivey also asked the Board to think about extending attendant coverage on the beaches from Memorial Day to Labor Day knowing that this would mean looking at beach ordinances. Ms. Simpson discussed the issue and possible resolutions of beach permits for those that have multiple families owning Trust properties. The Board agreed that these special permits could only be obtained at the Town Clerk/Tax Collector's Office with the correct documentation.

July 4/Fireworks: Ms. Dion reported that there will be a warrant article for Fireworks ready for the Town Meeting. She reminded the Board that the Town has a three-year contract with Hell's Gate for Fireworks. She felt the Town was lucky to have had the Fireworks show last summer because the weather was so poor, and the committee did receive a few unhappy complaints about the show.

Parks: Ms. Dion gave an update on the parks an explanation for their budget requests. She explained that the committee was working on the Charrette projects that included a new concession building between the two ballfields. That the committee had the architectural design done in 2019 and due to current building costs, they are rethinking the project and looking at a way to redesign the current concession/bathroom/garage building to add additional space and relocation of the kitchen, tie it in to the pavilion, and make picnic area space around the building. She explained that the Highway Department is responsible for the mowing, trash, and playground upkeep, but due to their workload and lack of playground experience not enough attention has been given to the playground/bathroom area. She reported that the TTCC staff has been taking care of the cleaning and trash for the bathrooms and that nobody has been redistributing the playground chips to where they need to be for safety reasons. She let the Board know that the only attention the playground gets is when something is reported or broken. She stated with the amount of use that the playground receives the committee needs to be sure

they are maintaining it to the highest safety standards. The committee has included a proposal for a 20 hour/week position from the end of April – mid-October to assist with the workload at the parks and this staff member could also help with the watering of plants in the Downtown area.

Finalize 2022 Select Board Budget: Mr. Bucklin came in front of the Board to clarify items in the Highway Department's budget. Mr. Bucklin corrected the error in the Solid Waste Tipping and Hauling line of the budget, discussed the increase price and availability of salt for the roads, changed the position from Grounds Maintenance to Driver Operator and discussed paving projects. The Board continued to review the Proposed 2022 Budget line by line. Mr. Lagueux made a motion to move the Bristol 2022 Proposed Budget in the amount of \$7,720,448.00 forward to the Budget Committee so the Town has what it needs. The motion was seconded by Ms. Avery. No further discussion. The Board voted 5-0-0, in favor of the motion. The motion passed.

Town Administrator's Report: Mr. Coates reported that the Town is still waiting for the State to finalize the tax rate. He reminded the Board that at the November 4, 2021, Select Board meeting the Personnel Policy would be finalized, that the Library Trustees would be attending, and Mr. Blanchette and Mr. Chartier would be presenting their plan for addressing the audit issue.

Select Board Items: none

Public Comments: none

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Mr. Lagueux made a motion to seal non-public minutes, seconded by Ms. Avery. Roll call vote to seal the minutes of the non-public session: Chair Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes; Mr. Morrison, yes, Ms. Dion, yes. The Board voted 5-0-0, the motion passed.

Motion to leave nonpublic session and return to public session was made by Mr. Lagueux, seconded by Mr. Morrison. Roll call vote taken: Chair Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes; Mr. Morrison, yes, Ms. Dion, yes. Motion passed 5-0-0. Nonpublic session adjourned at 9:16pm.

Mr. Lagueux made a motion to adjourn the meeting at 9:16pm, seconded by Ms. Dion. The Board voted 5-0-0, in favor of the motion.

Respectfully submitted,
Deborah A. Clarke-Tivey