

Bristol Select Board  
Meeting Minutes  
April 14, 2022

**Present:** Select Board members: Anita Avery, Shaun Lagueux, Carroll Brown, and Nik Coates, Town Administrator

**Absent:** Don Milbrand, Les Dion

**Others Present:** Jeff Chartier, Water and Sewer Superintendent; Keith Pratt, Tim Puls, Underwood Engineers; Paul Bemis, Energy Committee and Community Power Committee; Bill Dowey, Economic Development Committee; Cade Overton, Media Manager; remotely-Deborah Clarke-Tivey, Administrative Assistant

**Nonpublic Session Per RSA 91-A:3, II (a), (c), and (e)** Ms. Dion made a motion to enter into nonpublic session under NH RSA 91-A:3, II (a), (c), and (e) motion was seconded by Ms. Avery. Roll call vote to enter nonpublic session: Mr. Lagueux, yes; Ms. Avery, yes; Ms. Dion, yes; Mr. Brown, yes. The Board voted 4-0-0, in favor of the motion. The motion passed. Nonpublic session entered at 5:05pm.

Motion to leave nonpublic session and return to public session was made by Mr. Brown. Motion seconded by Ms. Avery. Roll call vote taken: Mr. Lagueux, yes; Ms. Avery, yes; Ms. Dion, yes; Mr. Brown, yes. The Board voted, 4-0-0, in favor of the motion. The motion passed. Nonpublic session adjourned at 5:57pm.

**Work Session:** Mr. Pratt, Mr. Puls, and Mr. Chartier met with the Board to get direction on the Sewer Extension Project's next steps. They discussed the next phase of work. A discussion ensued regarding funding goals and a plan, along with the signing of an Engineering Service Request Authorization to Proceed for the final design for the Central Street Pumping Station and Force Main Improvements.

**Public Session:** Chair Lagueux opened the public meeting at 6:39pm by having Mr. Brown lead the Pledge of Allegiance.

**Public and Nonpublic Meeting Minutes:** Ms. Avery made a motion to accept the minutes of April 7, 2022, public and nonpublic meeting minutes, as written, seconded by Mr. Brown. No discussion. The Board voted 3-0-0, in favor of the motion. The motion passed.

**Consent Agenda and Manifests:** Ms. Avery made a motion to approve the Consent Agenda dated, April 14, 2022, to include the items named therein, motion seconded by Mr. Brown. No discussion. The Board voted 3-0-0, in favor of the motion. The motion passed.

**2022 Priorities Discussion:** Mr. Coates and the Board reviewed the list of projects previously discussed in March of 2022. The Board inquired about the timeframe of the security cameras installed at the Pemi Trail, Transfer Station, Pump Station/Wells, Kelley Park, and Beaches. The Board would like to have date/dates set for the Transfer Station permit check to happen. Mr. Coates has asked Chief McIntire to attend the April 21, 2022, Select Board meeting to discuss the Warrant Article to fix the Police Detail Revolving Fund.

**Committee Meeting Planning:** Mr. Coates informed the Board that the joint committees' planning meeting with the Economic Development Committee has been set. The meeting date is May 12, 2022, from 5:00pm to 8:00pm at the Bristol Middle School Cafeteria. This topic will be revisited at the Select Board's April 21, 2022, meeting to discuss goals and objectives for that meeting.

**Grant/Loan Opportunity for Solar at the Public Safety Building:** Mr. Bemis asked the Board if they were interested in pursuing a grant opportunity for a solar array and battery storage at the Public Safety Building. He explained that the goal of the project would be to create an emergency power plan for the Town of Bristol in case a major weather or other event caused a prolonged power outage to the Town. He discussed the phases of the project, costs, and possible financial responsibilities of the Town. He asked the Board if this was something they were interested in applying for a grant for. Mr. Lagueux made a motion to authorize the Town Administrator to sign a letter of intent to apply for a grant for Solar and battery storage at the Public Safety Building and to authorize the grant for \$300,000.00. The motion was seconded by Ms. Avery. No discussion. The Board voted 3-0-0, in favor of the motion. The motion passed.

**Sewer Work:** Mr. Lagueux made a motion to authorize the Town Administrator to sign the Engineering Request Authorization to Proceed, ESR #12, to finalize the design for the Central Street Pumping Station and Force Main Improvements. The motion was seconded by Ms. Avery. No discussion. The Board voted 3-0-0, in favor of the motion. The motion passed.

**Economic Development Position:** Mr. Coates made a case to the Board to have the Economic Development Position filled by a combination of a part timer and consultant. He felt that based on the scope of work of services there are several items that would be best suited to have someone local work on closely with him so the business community can get to know and trust that person while possibly having a consultant work on grants. The Board thought it would be a good idea to see what candidates are available for consulting and then back fill with a part timer, if need be.

**Seasonal Maintenance Position:** The Board reviewed the job description for the part time Town Parks Position. The Board authorized the Town Administrator to post the position.

**Town Administrator's Report:** none

**Select Board Items:** Mr. Brown inquired about the cyber security audit, the Town Administrator's evaluation, and an email from Bruce Dorner, Vice Chair of the Economic Development Committee.

**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:3, II (a) and (c) the motion was seconded by Ms. Avery. Roll call vote to enter nonpublic session: Mr. Lagueux, yes; Ms. Avery, yes; Mr. Brown, yes. Motion passed 3-0-0. Nonpublic session entered at 8:06pm.

Motion to leave nonpublic session and return to public session was made by Mr. Lagueux, seconded by Ms. Avery. Roll call vote taken: Mr. Lagueux, yes; Ms. Avery, yes; Mr. Brown, yes. The Board voted 3-0-0, in favor of the motion. The motion passed. Nonpublic session adjourned at 8:13pm

**Public Comments:** none

Mr. Lagueux made a motion to adjourn the meeting at 8:15pm, seconded by Ms. Avery. The Board voted 3-0-0, in favor of the motion. The motion passed.

Respectfully submitted,  
Deborah A. Clarke-Tivey