

Bristol Select Board  
Meeting Minutes  
August 18, 2022

**Present:** Select Board members: Don Milbrand-tardy, Anita Avery, Carroll Brown, Les Dion, Shaun Lagueux-remotely, and Butch Burbank, Interim Town Administrator.

**Absent:** none

**Others Present:** Omar Ahern, Grafton County Commissioner; John Sellers, School District Study Committee Member; Christina Goodwin, Land Use/Assessing Manager; Deborah Clarke-Tivey, Administrative Assistant-remotely

Ms. Dion made a motion to allow Select Board member, Shaun Lagueux to attend the meeting remotely via Zoom. The motion was seconded by Mr. Brown. Roll call vote taken; Ms. Avery, yes; Mr. Brown, yes; Ms. Dion, yes. The Board voted 3-0-0, in favor of the motion. The motion passed.

**Public Session:** Ms. Avery opened the public meeting at 5:00pm by having Ms. Dion lead the Pledge of Allegiance.

**Public and Nonpublic Meeting Minutes:** Mr. Lagueux made a motion to accept the minutes of August 4, 2022, public and nonpublic meeting minutes, as written, seconded by Ms. Dion. No discussion. The Board voted 4-0-0, in favor of the motion. The motion passed.

**Consent Agenda and Manifests:** Ms. Dion made a motion to approve the Consent Agenda dated, August 18, 2022, to include the items named therein, motion seconded by Mr. Lagueux. A brief discussion took place on nonprofit, charitable and educational exemptions made. The Board voted 5-0-0, in favor of the motion. The motion passed.

**Grafton County Commissioner Update:** Commissioner Ahern gave the Board his history and made the Board aware of his television program, Justomer. He updated the Board on county government, the County Nursing Home, the Department of Corrections, and the County Farm; he discussed things that are working well with each and challenges each has, that are being addressed. Commissioner Ahern wanted viewers and the Board to know that he is available by phone, (603) 764-6024 or at his email [omer.ahern.jr@gmail.com](mailto:omer.ahern.jr@gmail.com)

**School District Study Committee Update:** Mr. Sellers reminded the Board of the purpose and role of the School Funding Committee. He reported to the Board that the committee was discussing and working on an infrastructure charge for each of the seven towns to pay. The committee will meet again on August 23, 2022 and at that time the committee will investigate the percentage that each of the seven towns should pay to cover the infrastructure charge. He asked the Board if they would like him to step down from this committee now that he is running for State Representative and would have constituents in other communities besides Bristol. The Board saw no conflict of interest with Mr. Sellers remaining on the School Funding Committee as Bristol's representative and asked him to do what was right for the district.

**Acceptance of the American Rescue Plan Act Funds:** On June 15, 2022, the Governor and Executive Council met to allow the Governor's Office for Emergency Relief and Recovery to accept and expend the second tranche of ARPA Local Fiscal Recovery Funds. Bristol was awarded \$162,059.58. Mr. Milbrand made a motion to accept the American Rescue Plan Act Funds. The motion was seconded by Mr. Lagueux. No discussion. The Board voted 5-0-0, in favor of the motion. The motion passed.

**Acceptance and Allocation of Highway Block Grant and Bridge Aid:** With the State reporting a record surplus of funds this fiscal year SB 401 and HB1221 intended to provide one-time property tax relief through direct payments to cities and towns. Bristol was awarded \$79,471.93. Mr. Milbrand made a motion to accept the allocations from SB401 and HB1221 from the Highway Block Grant and Bridge Act. The motion was seconded by Mr. Lagueux. No discussion. The Board voted 5-0-0, in favor of the motion. The motion passed.

**Town Administrator's Report:** Mr. Burbank let the Board know that he is working with Ms. Goodwin, Ms. Wharton, and some committee chairs on getting some committee minutes posted from past meetings on the Town's webpage.

Mr. Burbank informed the Board that he received a call from Northern Community Investment Corporation. They were calling to see if the Board had made a decision on the Request for Qualifications for the Economic Development/Planning position they had submitted. The Board came to consensus that they had made no decision and at this time would not be moving forward with this position.

Mr. Burbank informed the Board that he signed a Change Order this week for Ex2 to install Fiber Optic Cable into the SAU office. This will come with a cost of \$10,500.00 which will be paid out of the Town's Computer Upgrades account.

Mr. Burbank reported to the Board that the architectural firm is moving forward with finishing the plans for the Public Safety Building and the Town will own these plans. The Board asked that Chief McIntire and Chief LaRoche attend the next Select Board meeting to discuss the bonding issue and a plan to move forward with the construction of the Public Safety Building.

**Select Board Items:** Ms. Dion invited members of the public to attend the ribbon cutting ceremony commemorating the Bristol WWTF Solar Array. The event will be held at 180 Ayers Island Road on Friday, August 19, 2022, at 9:00am. She asked if a Board member was going to have a conversation with Chief McIntire about the lack of Police presence at the Community Night Out Event. Mr. Lagueux said he would let the Chief know of the Board's expectations going forward with Community Events.

Mr. Milbrand asked if the State House might come up with a paper reduction bill. He also discussed the grant that the Economic Development Committee will be pursuing with the Planning Board on the Master Plan.

Mr. Lagueux brought up a traffic, speeding concern brought to his attention with a concern for children in the area of Timber Lane and Prospect Drive. He will bring this concern up to Chief McIntire. He asked how the posting of Town Property signs and then the cleaning out of items left on Cummings Beach went. Ms. Tivey reported the area was cleaned out by the Highway Department with no incidents.

Ms. Avery let the Board know that she received a request for a speed bump on Prestige Drive.

Mr. Brown brought up the possibility of no oil or propane furnaces being sold or installed after 2028. This ensued a discussion on nuclear energy. Commissioner Ahern offered a website [wastetoenergynow.org](http://wastetoenergynow.org)

**Public Comments:** none

**Nonpublic Session Per RSA 91-A:3, II (b) and (e)** Mr. Milbrand made a motion to enter into nonpublic session under NH RSA 91-A:3, II (b) and (e) the motion was seconded by Mr. Brown. Roll call vote to enter nonpublic session: Mr. Milbrand, yes; Ms. Avery, yes; Mr. Brown, yes; Ms. Dion, yes; Mr. Lagueux, yes. Motion passed 5-0-0. Nonpublic session entered at 7:19pm.

Motion to leave nonpublic session and return to public session was made by Mr. Milbrand. Motion seconded by Ms. Dion. Roll call vote taken: Mr. Milbrand, yes; Mr. Lagueux, yes; Ms. Avery, yes; Mr. Brown, yes; Ms. Dion, yes. The Board voted, 5-0-0, in favor of the motion. The motion passed. Nonpublic session adjourned at 8:29m.

Mr. Lagueux advised that the Board extend an offer, which has been accepted, to Christina Goodwin, to be the Interim Deputy Town Administrator effective September 1, 2022. The Board also approved the hiring of Michelle McCaleb as the Land Use Administrative Assistant.

Mr. Brown asked about the creation of an organizational chart for all Town Departments and the rest of the Board members agreed that it would be a good idea.

Ms. Dion made a motion to adjourn the meeting at 8:31pm, seconded by Mr. Brown. The Board voted 5-0-0, in favor of the motion. The motion passed.

Respectfully submitted,  
Deborah A. Clarke-Tivey