**Minutes**

**Bristol Select Board**

**June 6, 2019**

**Present:** Select Board members: Chair Les Dion, Vice Chair Don Milbrand, JP Morrison, Wayne Anderson, and Town Administrator Nik Coates.

**Absent:** Rick Alpers

**Nonpublic Sessions:** Motion made by Mr. Milbrand to enter nonpublic session per RSA 91-A, II (a), (b), (c), (e) at 5:10 PM. Seconded by Mr. Anderson. Roll call vote taken. 4-0 in favor, motion carried. Motion made by Mr. Milbrand to leave nonpublic session at 6:05 PM. Seconded by Mr. Anderson. Roll call vote taken. The Board voted 4-0 in favor, motion carried.

**Public Session:** The public meeting was opened at 6:07 PM with Don Milbrand leading the Pledge of Allegiance.

**Others Present:** Downtown Decorating Committee members, Hilda Bruno, Jody and Steve Favorite; Pasquaney Garden Club member, Shirley Yorks; Highway Superintendent, Mark Bucklin; and State Representative Vincent Migliore.

**Minutes:** Mr. Anderson made a motion to approve the minutes of May 16, 2019 as written, seconded by Mr. Morrison. No discussion followed. The Board voted 4-0 in favor, motion carried.

**Consent Agenda:** Mr. Milbrand made a motion to approve the consent agenda dated June 6, 2019, to include the items named therein, seconded by Mr. Anderson. The Board voted 4-0 in favor of the motion to approve the consent agenda.

**Pasquaney Garden Club Request:** At the May 16, 2019 Select Board meeting, Pasquaney Garden Club President, Jane White presented the club’s idea to plant a live Christmas tree in the square. Ms. Dion brought up that there has been some concern regarding a permanent tree taking up too much open space in this area. She added that both the Pasquaney Garden Club and the Downtown Decorating Committee are working together to beautify the town and do a wonderful job.

Hilda Bruno of the Downtown Decorating Committee said that the Committee would like to keep the space open for flowers, etc. and that continuing the practice of putting up a temporary Christmas tree is a good idea. Further discussion followed on the pros and cons of each and it was decided not to plant a live tree in the square. Mr. Coates did speak to Shirley Yorks of the Pasquaney Garden Club about the possibility of having the club plant a decorative tree in front of the new Town Office building. This will be revisited in the fall after the move to the new building has been completed. Mr. Morrison wanted to go on the record that he feels a live Christmas tree in the common is a great idea. Ms. Dion expressed her gratitude to both clubs for doing so much for the town.

**Highway Dept.-All States Asphalt Contract and Dump Truck Purchase:** Highway Superintendent, Mark Buckling presented the Board with a Purchase Order to chip seal Camelot Acres from All State Asphalt for the amount of $50,000. He added that All State Asphalt is the only vendor in this area and that the price was acceptable. Discussion ensued. Mr. Anderson made a motion to accept Purchase Order # 3803 from All State Asphalt in the amount of $50,000.00 to chip seal Camelot Acres. Mr. Bucklin added that this would not include Castle Lane which will be done next year. Further discussion followed. Mr. Milbrand seconded the motion. The Board voted 4-0 in favor, motion carried.

Mr. Bucklin received three quotes for a fully outfitted dump truck from Freightliner, Peterbilt, and International. Freightliner has a demo truck which complies with the Highway Department’s specifications. This truck is less expensive than the others and will be ready sooner. Mr. Coates added that the quote is for $155,494.00 and if purchased would leave a balance of $190,000.00 in the Highway Capital Reserve Fund. Further discussion followed. Mr. Anderson made a motion to allow the purchase of the demo dump truck from Freightliner for the amount of $155,494.00, Mr. Milbrand seconded. No further discussion took place. The Board voted 4-0 in favor, motion carried. Mr. Milbrand made a motion to allow Mr. Coates to sign the purchase orders for the chip sealing and the Freightliner dump truck purchase, Mr. Morrison seconded. The Board voted 4-0 in favor, motion carried. Mr. Coates will sign the purchase orders.

Mr. Bucklin updated the Board on the opening of the new Transfer Station. The topcoat of asphalt has been done, electricity for equipment is slated for 6/14/19, railing should be in by next week, and compactors will be fully switched over by the Saturday after opening. The Select Board thanked Mr. Bucklin for all his work.

**Goal Setting Priorities:** Mr. Coates went over the results of the Select Board Goal Setting exercise. Finishing projects was deemed to be the number one priority, with employee relations as number two. There were a number of priorities for third place and after some discussion, recycling was agreed upon.

Mr. Coates said that the staff would keep working on finishing current projects and that many big projects are progressing. The Department Heads met and discussed ideas regarding employee relations which included the Holiday luncheon and Employee of the Month. At the Annual All Staff training on June 25, 2019, the Department Heads will stand up and recognize employees. Years of service announcements will take place at the Holiday luncheon. The Board will be asked to consider restoring the previous practice of tuition reimbursement which is outlined in the Personnel Manual.

Mr. Anderson wanted to clarify that the Town is still recycling glass which makes up the heaviest tonnage of the waste stream. The next step would be corrugated cardboard. Bailers would be needed due to lack of storage space. He will get financial information from the Town of Derry. It was decided to gather more information before having a public meeting.

**Kelley Park Charrette Update:** Ms. Dion reported that the Kelley Park Committee went over the results of the Charrette and are leaning towards making an entrance off of Lake Street for people to access the park. Ms. Dion contacted the Newfound Area School District as they are the owners of the land in this area. She found that they are planning the possibility of that area being used for a bus drop off/pick up spot in the future. She spoke with Mike Lamanie, SAU4 Business Administrator who said that the entrance idea can possibly be incorporated into the drop off/pick up area and will be addressed when the school gets to that stage of planning. The Kelley Park Committee will be meeting more frequently now in order to move forward on the Charette results and fundraising.

**Business Welcoming:** Ms. Dion suggested an idea to welcome new business would be to give them a hanging plant with a note that say’s “Thank you for growing your business in Bristol”. This would show that we appreciate them being here. It was suggested to check with a realtor for help and also contact Carolyn Shulman of the Economic Development Committee (EDC). Ms. Dion said she would bring this up at an EDC meeting.

**Welfare Application Review:** Kelly LaCasse, Welfare Director has streamlined and updated the Town Welfare Application. No significant changes were made except to add a section on obtaining authorization to release information. The Board were satisfied with her changes and conveyed their thanks for her work.

**Town Administrators Report:**  Mr. Coates informed the Board that the final American Creed discussion will be taking place at the library on June 18, 2019 at 6:30 PM. The first two discussions were very good.

The Town All Staff training will be on Tuesday, June 25, 2019 from 10:00 AM to 2:00 PM. Rick Van Winkle, Superintendent of the Cheshire County Jail will be doing a presentation on de-escalating aggressive behavior from 10:00 AM to 12:00 PM. The NH Department of Safety will be doing an impaired driving simulation from 12:00 PM to 2:00 PM.

Other projects: Demolition of the new Town Office began this week.

The new Town website will be launched next week.

The Emergency Notification System will launch in the next few months.

Work is continuing on the Water & Sewer server and credit card program and should be up and running within the next few weeks.

Mr. Coates is meeting with the engineering team next week to get a status update on the fiber project design.

Pemi Trial clearing, paving and fencing is expected to be done by August.

**Select Board Items:** Ms. Dion reminded the Board that tickets are available for the Bicentennial dinner.

Mr. Milbrand reported that there will be a meeting of the Planning Board Wednesday, June 12th at 7:00 PM to discuss an application for a cell tower.

**Public Comments:** Bruce Mooreharsh said that the Memorial Day parade was fantastic.

Representative Vincent Migliore from Grafton County District 9 attended the meeting and gave an update on state happenings. This week is the NH bicentennial celebration with many events at the State House going on until Saturday, June 8th. A bill on historic racing was turned down and a bill regarding Wayfarer sales tax on remote selling was passed. He asked if anyone had any questions for him. Mr. Coates asked if the Net Metering veto would be overwritten and Mr. Migliore didn’t think it would be. The Board asked Mr. Migliore if he could assist in obtaining a written proclamation from the governor for the Bicentennial dinner being held on June 24, 2019. Mr. Migliore said he would look into that.

**Nonpublic Sessions:** Motion made by Mr. Milbrand to enter nonpublic session per RSA 91-A, II (a), (b), (c), (e) at 7:15 PM. Seconded by Mr. Anderson. Roll call vote taken. 4-0 in favor, motion carried. Motion made by Mr. Milbrand to leave nonpublic session at 7:35 PM. Seconded by Mr. Anderson. Roll call vote taken. The Board voted 4-0 in favor, motion carried. Motion made by Mr. Milbrand to adjourn public meeting at 7:35 PM, seconded by Mr. Anderson. 4-0 in favor, motion carried.

Respectfully submitted,

Wendy Smith