

## **Minutes**

### **Bristol Select Board**

**January 19, 2017**

**Present:** Select Board members: Shawn Lagueux, JP Morrison, Paul Manganiello, Rick Alpers, Les Dion, and Town Administrator Nik Coates.

**Absent:**

**Others Present:** Fire Chief LaRoche and members of the public.

At 5:06, Mr. Alpers made a motion to go enter into non-public session under RSA 91-A: 3 II (a), (c), and (e), seconded by Mr. Manganiello. A roll call vote was held. The motion carried by a vote of 5-0. At 6:02, Mr. Alpers made a motion to come out of non-public session, seconded by Ms. Dion. The Board voted 5-0 in favor of the motion. Mr. Lagueux called the public session to order at 6:05.

**Minutes:** Mr. Manganiello made a motion to approve the minutes of January 5, 2017 and January 12, 2017, seconded by Mr. Alpers. The Board voted 5-0 to approve the minutes from January 5<sup>th</sup> and 12<sup>th</sup> as written. Mr. Alpers made a motion to seal the non-public minutes, seconded by Mr. Manganiello. The Board voted 5-0 in favor of the motion

**Consent Agenda:** Mr. Manganiello made a motion to approve the consent agenda dated January 19, 2017, to include the items named therein, seconded by Ms. Dion. The Board voted 5-0 in favor of the motion.

**Personnel Announcements:** Mr. Lagueux announced that the Town has hired a minute taker. The Board announced that it is with regret they accepted the resignation of the Finance Officer.

**Town Report Dedication:** Mr. Lagueux commented that the Board typically discussed this in a non-public session to not ruin the surprise. The Board will email ideas to Mr. Lagueux. Mr. Coates has a list of past dedications for the Board to look at.

**Town Meeting Discussion:** Mr. Coates informed the Board that Raymah Simpson will be measuring the Masonic Lodge to see if there is enough space there. Mr. Lagueux commented that it seems like it would be cramped there. Mr. Manganiello commented that the Old Town Hall should be kept cleared of snow if this ends up where voting will take place.

**Warrant Articles:** Mr. Coates presented the draft warrant articles. Town Meeting for voting is on Tuesday March 14<sup>th</sup> and Town Meeting will continue on Saturday March 18<sup>th</sup> at the Newfound Regional High School.

Article 1: elections.

Article 2: Veteran's Tax credit, Mr. Coates commented that the language is from DRA.

Article 3: Solid Waste Ordinance.

Article 4: Dewatering project at the waste water treatment facility.

Article 5: Central Street improvements project. Mr. Alpers asked if there are firmer numbers on this project. Mr. Coates replied that there are preliminary estimates. The estimate for roadway improvements is \$236,207, water portion is \$213,350, and the sewer portion is \$310,725. The article was written like the Central Square project from a couple of years ago. Water/sewer fees will cover those portions of the project. Mr. Alpers asked if the Board will get a presentation from the engineers. Mr. Coates will schedule them to come in. Ms. Dion asked if the pathway project will be affected if this does not get done. Mr. Coates replied that it will not be affected.

Article 6: place holder for petition warrant articles.

Article 7: 2017 operating budget.

Article 8: contingency fund. Mr. Coates commented that this article is written to have the funds come out of the unreserved fund balance.

Article 9: Smith lot engineering, architecture, site preparation, and removal. Mr. Coates informed the Board that the Space Needs Committee report recommended that this work be split into two warrant articles in case one fails. Mr. Manganiello commented that the demolition is separate from the architecture work.

Article 10: police cruiser.

Article 11: replacement of portable radios. This article is recommended by Police Chief Lewis and the CIP.

Article 12: generator for Hemp Hill. Mr. Alpers commented that he does not like the language regarding applying for the grant and should be changed. Chief LaRoche commented that the numbers for the project will change and different language will be coming.

Article 13: Pemi Trail/Pemi Pathway. Mr. Coates informed the Board that he received a letter from DRED stating that the project has been recommended to move forward to the Department of the Interior. If approved, the town will receive 50% of the cost which is \$153,000. The language for the in kind services will be worded better. Town Counsel is looking at this.

Article 14: fireworks display. Mr. Manganiello commented that the contract stated that the show would include class B and C fireworks. Mr. Coates replied that there was no specific wording in the contract regarding class B and C. There were no class B fireworks due to not having the correct firing device available. Christina Goodwin has contacted the company regarding the inclusion of class B in next year's show. Ms. Dion asked for a firm price from the company. Mr. Lagueux commented that the cost should

include all cost associated with the show. Mr. Manganiello agreed that the cost should include the port-a-potties and the cost of services for the police and fire departments.

Article 15: Cell phone service. Mr. Coates commented that this article is a request from the Economic Development Committee. The article proposes to do an analysis of locations that have the strongest signals using microcell mini towers. Grants can be looked into for purchasing the equipment. Mr. Lagueux commented that the language regarding the trees needs to be looked at.

Article 16: capital reserve funds to include accrued wages, the revaluation, Bicentennial committee, the fire department fund, the highway equipment fund, and the town building maintenance fund. Mr. Manganiello commented that at Town Meeting last year the fire engine was voted to be purchased outright and asked why the payment for the fire department fund should be doubled up on. Chief LaRoche commented that to his understanding the fund was not set up specifically for engine 4 but to buy equipment and apparatus. Mr. Manganiello asked about the \$40,000 transfer into the ambulance fund. Chief LaRoche replied that the \$40,000 is this year's deposit into the revolving fund from the ambulance revenue.

Mr. Coates informed the Board that the next steps will be to receive the review of the language from legal counsel and then the articles will be put into the DRA pre-review online system. The updated articles will be discussed by the Board at the January 26<sup>th</sup> meeting.

**Town Administrators Report:** Mr. Coates updated the Board regarding the following:

He has not been able to get an RFP ready for the grant administrator for the Newfound River apartments' project.

Doug Mansfield emailed asking if the town wants stored documents back or if the town wants them destroyed. Mr. Alpers commented that the town should get the documents back so they can be looked at and then the decision can be made to destroy them or not. Mr. Manganiello commented that there is a record retention policy and some of the documents may have to be kept for up to 10 years.

**Select Board Items:**

Mr. Lagueux received a request from Kelly Lacasse asking the Board to consider having her take the stand up desk she used to use. Kelly said that no one is interested in it and asked if the Board would authorize to dispose of it. Mr. Lagueux commented that he is not sure what the disposal policy is or what the value of the desk is. Mr. Coates will look into the disposal policy and the value of the desk.

Ms. Dion commented that the Community Events committee will be using the Old Town Hall for a mud season mixer on March 25th. The Homestead will be doing a cash bar. The Committee will have a police officer present per the building use policy.

Mr. Manganiello commented that attorney Bernie Waugh will be presenting his municipal law update at the Planning Board meeting on January 25<sup>th</sup>.

Mr. Alpers commented that the Superintendent of schools was called and the plowing issue at the park will be resolved. Mr. Alpers asked if the high school was reserved for Town Meeting. Mr. Coates replied that it was.

**Public Comment:**

Barbara Greenwood commented that Brittany Overton and she are organizing a Meet the Candidates night for early February at the library.

Ray Courchaine informed the Board that there are some computers that need to be disposed of.

Mr. Alpers made a motion to adjourn, seconded by Ms. Dion. The Board voted 5-0 in favor of the motion.

Respectfully submitted,

Wendy Costigan