

Minutes

Bristol Select Board

May 18, 2017

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

Absent:

Others Present: Mark Bucklin, Raymah Simpson, and members of the public.

The meeting opened at 4:45PM.

Mr. Milbrand made a motion to go into non-public session at 4:45PM under RSA 91-A:3 II(a), (c), and (e), seconded by Mr. Manganiello. A roll call vote was held. The Board voted 4-0 in favor of the motion. Mr. Milbrand made a motion to come out of non-public at 5:00PM, seconded by Mr. Manganiello. A roll call vote was held. The Board voted 4-0 in favor of the motion.

Work Session: the Board entered into a work session with Nick Manolis until 6:40PM. The meeting was reopened at 6:40PM.

Mr. Milbrand made a motion to enter into non-public session at 6:40PM under RSA 91-A:3 II (a), (c), and (e), seconded by Mr. Manganiello. A roll call vote was held. The Board voted 5-0 in favor of the motion. Mr. Milbrand made a motion to come out of non-public at 7:00PM, seconded by Mr. Manganiello. A roll call vote was held. The Board voted 5-0 in favor of the motion.

Minutes: Ms. Dion made a motion to seal the non-public minutes from May 18, 2017, seconded by Mr. Milbrand. The Board voted 5-0 in favor of the motion.

Mr. Milbrand made a motion to approve the minutes from May 4, 2017 as written, seconded by Ms. Dion. The Board voted 4-0-1 in favor of the motion.

Consent Agenda: Mr. Manganiello made a motion to approve the consent agenda dated May 18, 2017, to include the items named therein, seconded by Mr. Milbrand. The Board voted 5-0 in favor of the motion to approve the consent agenda.

Policies/Projects: Mr. Coates informed the Board that the Space Needs Committee interviewed architects and have recommended Samyn- D'Elia, a firm out of Ashland. Mr. Coates asked the Board to authorize him to sign the contract with the firm that should include a \$50,000 not to exceed budget for Phase 1. Phase 1 will include preliminary drawings and designs for presenting at next year's Town Meeting. The other contracts for Phase 1 include civil engineer work, survey work, and geo technical work.

Mr. Manganiello made a motion to authorize the Town Administrator to enter into contracts with the various vendors for the Space Needs Committee once the contracts have been reviewed by the insurance carrier and town counsel with a not to exceed amount of \$50,000. The motion was seconded by Mr. Milbrand. The Board voted 5-0 in favor of the motion.

Transfer Station Ordinance: Mr. Alpers commented that a Transfer Station Ordinance was adopted at Town Meeting but that it may need further work before it is completely implemented. Raymah Simpson commented that one of the suggested changes is to increase a commercial business permit from three weeks to one month. There is a \$100 fee for this permit. Some businesses feel the fee is too high. Mr. Alpers commented that the Ordinance needs to define a commercial hauler. Mr. Manganiello commented that the Board wanted to define who was a commercial hauler and that the ordinance was tightened up regarding this. Mark Bucklin replied that the ordinance was written to get these commercial businesses to pay their fair share. Mr. Alpers commented that landlords who dump for their units are included. Mr. Morrison suggested that the Town look at other communities to see how they differentiate commercial haulers. Mr. Manganiello commented that having the scales at the Transfer Station will make a difference. Mr. Alpers asked for Mr. Bucklin's and Ms. Simpson's recommendations. Mr. Bucklin replied that the ordinance needs to differentiate between light commercial haulers and contractors and a price needs to be set. Ms. Simpson commented that some businesses just want to recycle and want a separate sticker for that at a different price. The Board discussed some pricing ideas. Mr. Alpers asked Mr. Bucklin and Ms. Simpson to call around to get further definition of commercial haulers and to come back to the Board with that and prices.

Mr. Manganiello made a motion to charge \$50 for a temporary 30 day sticker until neighboring town policies are investigated and the Board meets again to make a decision. The motion was seconded by Mr. Milbrand. The Board voted 5-0 in favor of the motion.

Town Clerk/ Tax Collector Updates: Ms. Simpson informed the Board that she has been updating various Committee members and making sure that people who need to be sworn in are. There are several town Committees that under state RSA do not need to be sworn in. Those that need to be sworn in under the RSA are the Deputy Treasurer, the Historic District Commission, and the Conservation Commission.

Ms. Simpson informed the Board that taxes have been sent to Maine and they tax bills should be sent out by May 23rd and will be due by July 5th.

Ms. Simpson informed the Board that there will be a special election for the open State Representative seat. The Primary is July 18th and the special election will be September 5th. Voting will be held at the Old Town Hall. The Town Clerk's office will need to be open from 3:00-5:00 on Labor Day, September 4th.

The Board signed a letter for the Deputy Town Clerk/ Tax Collector to apply for a scholarship

Truck/Sander Purchase: Mr. Bucklin informed the Board that the one ton is in at Grappone and the money needs to be transferred from the Capital Reserve Fund to pay for the truck and get it in process.

Mr. Bucklin informed the Board that he received quotes for the dump body, spreader, and plow and recommends purchasing from Fairfield.

Mr. Manganiello made a motion to approve PO# 004304 to Grappone Ford in the amount of \$47,006 and to have the funds come out of the Highway Capital Reserve Fund, seconded by Ms. Dion. The Board voted 5-0 in favor of the motion.

Mr. Morrison made a motion to approve PO# 004306 to HP Fairfield in Concord in the amount of \$56,291 for the purchase and installation of the dump body, snow plow, and equipment for the one ton and to have the money come out of the Highway Capital Reserve Fund, seconded by Ms. Dion. The Board voted 5-0 in favor of the motion.

Highway Department Updates: Mr. Bucklin informed the Board that the Grafton County work crew raked the beaches and cemeteries this week. The painting of the crosswalks has been started and will be done by Memorial Day. Jaime Moulton is putting in the swim lines by Memorial Day. Small trash bins are being looked into for the beach attendants for cleaning up. Mr. Bucklin talked to the State about paving the parking lot where the info booth is and they will not pave it when they pave West Shore Road because they are using Federal money. That lot has been swept and cleaned up and the flag pole will be put back up as well.

Alexandria Media Contract: Mr. Coates informed the Board that there have been no changes to the contract since last year.

Mr. Manganiello made a motion to approve the contract for Media Services for the Town of Alexandria to air taped meetings four times per week, seconded by Mr. Milbrand. The Board voted 5-0 in favor of the motion.

Electric Rates: Mr. Coates informed the Board that the current electric rates are 7.69cents per KWH. The Constellation contract ends November 28, 2017. The rates are slightly lower and if the Board signs for 12 months the savings would be 0.02 cents per KWH with Provider Power. Mr. Morrison asked if the rates go down can the town change. Mr. Coates answered no as the town will be locked in.

Mr. Milbrand made a motion to go with Provider Power for 12 months for 0.02 cents per KWH less, seconded by Mr. Manganiello. The Board voted 4-1 in favor of the motion.

Budget Expense Review: Mr. Coates commented that he was concerned with the Legal line of the budget. Mr. Coates asked Department Heads to actively keep an eye on department expenses. Mr. Alpers commented that the legal cases need to be cleaned up to control spending.

Grafton County Commissioner Omer Ahern, Jr.: Commissioner Ahern updated the Board on the Grafton County budget and other items. The Board thanked Commissioner Ahern for attending the meeting.

Town Administrators Report:

Select Board Items:

Mr. Morrison commented that the Budget Committee asked about the Town Car budget expense line being overspent in General Government and underspent in the Police budget. Mr. Coates replied that he would look into this expense.

Mr. Manganiello asked if the communication tower has been temporarily moved into Alexandria. Mr. Coates replied that Metrocast is allowing the town to temporarily put equipment on their tower while the communications tower project is being completed.

Mr. Alpers commented that the Economic Development Committee met with a resident regarding putting a micro distillery in town. This doesn't meet zoning regulations but the Committee told the resident they would work with him on this issue.

Public Comment:

Barbara Greenwood commented that the Space Needs Committee meeting with the architects was very positive.

Mr. Milbrand made a motion to enter into non-public at 8:35PM under RSA 91-A:3 (a), (c), and (e), seconded by Mr. Manganiello. A roll call vote was held. The Board voted 5-0 in favor of the motion. Mr. Milbrand made a motion to come out of non-public at 9:10PM, seconded by Mr. Manganiello. A roll call vote was held. The Board voted 5-0 in favor of the motion.

Mr. Milbrand made a motion to seal the non-public minutes of May 18, 2017, seconded by Mr. Manganiello. The Board voted 5-0 in favor of the motion.

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

Respectfully submitted,

Wendy Costigan