

Minutes

Bristol Select Board

June 1, 2017

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

Absent: Don Milbrand

Others Present: Members of the public.

The meeting opened at 5:30PM.

Mr. Manganiello made a motion to go into non-public session at 5:30PM under RSA 91-A:3 II(a), (b), and (e), seconded by Ms. Dion. A roll call vote was held. The Board voted 4-0 in favor of the motion. Mr. Manganiello made a motion to come out of non-public at 6:15PM, seconded by Ms. Dion. A roll call vote was held. The Board voted 4-0 in favor of the motion.

Minutes: Mr. Manganiello made a motion to seal the previous non-public minutes, seconded by Ms. Dion. The Board voted 4-0 in favor of the motion.

Mr. Manganiello made a motion to approve the public and non-public minutes from May 18, 2017 as written, seconded by Ms. Dion. The Board voted 4-0 in favor of the motion.

Consent Agenda: Mr. Manganiello made a motion to approve the consent agenda dated June 1, 2017, to include the items named therein, seconded by Mr. Morrison. The Board voted 4-0 in favor of the motion to approve the consent agenda. Mr. Morrison requested details of the Smith Lot demolition for the next meeting.

Transfer Station Ordinance Update: Mr. Coates informed the Board that Raymah and Mark need more time to put their recommendations together and they will come back on the 15th. Mr. Coates did some research on other towns and this is included in the Administrator's report. Mr. Manganiello commented that seasonal businesses need to be considered. Mr. Alpers replied that perhaps a flat fee for seasonal business could be considered.

Land Use Department Reorganization: Mr. Coates informed the Board that the job descriptions for the Planner, Health Officer, and Land Use have been tightened up and revised. The labor grades were reduced from 14 to 13 as they are both part time positions. The Assessing Assistant has been changed to Assessing Assistant/Land Use Manager at a labor grade at 16 as this is now a management role.

Ms. Dion made a motion to approve the reorganization of the Land Use Department as presented, seconded by Mr. Manganiello. The Board voted 4-0 in favor of the motion.

Parking Committee Establishment: A memo was sent to the Board outlining the scope of the Committee. The purpose is to study the downtown parking issues and to make recommendations to the Board. The Committee will look at the ordinances and existing parking efficiency to come up with ideas for new spaces , signage, MOUs, and time limits.

Mr. Manganiello made a motion to approve the charge as presented along with the membership requests, seconded by Mr. Morrison. The Board voted 4-0 in favor of the motion.

Town Beach Update/Preparations: Mr. Coates informed the Board that four attendants have been hired. There will be an orientation on June 20th. Beaches will open on June 23rd through Labor Day. The swim lines are in at Avery-Crouse beach. The beach signs are up at Avery-Crouse but not at Cummings yet. The Shared Highway employee will take care of maintenance at the beaches and there will be a lock box for supplies and trash at each beach.

Swim Lessons: Les Dion informed the Board that the TTCC stopped giving swim lessons because they are not allowed at Wellington Beach. The lessons will be at Cummings Beach from 8:45-11:30AM. The person hired is being trained now. The TTCC insurance did send a certificate of insurance to the town. The TTCC will print cards to place in car windshields to only be used for the duration of the swim lesson.

Mr. Manganiello made a motion to approve the MOU between the TTCC and the Town of Bristol for the intent of having swim lessons at Cummings Beach and to authorize the Town Administrator to sign on the Board's behalf. The motion was seconded by Mr. Morrison. The Board voted 3-0-1 in favor of the motion.

Town Administrators Report: Mr. Coates informed the Board of the following updates.

The legislation for Maude Ferguson passed and was adopted by the House. It now goes to the governor for his signature. Mr. Alpers commented that there can be a celebration at summer Town Meeting.

The June 15th Board meeting starts at 4:00PM at the Old Town Hall. This will be a joint work session with various town Boards and Committees. A packet of documents was handed out to Chairs of these committees. The Board work session with Nick Manolis will start at 6:00PM. The public meeting will start at approximately 7:00PM. The public meeting will start with a public hearing for a 79E request.

The employee appreciation lunch will be on June 22nd at noon at the Fire Department. This is the all employee safety training day.

The Library Trustees are requesting that approximately \$2,800 that is left over from the library project be dispersed to the Friends of the Library and that the account be closed. Mr. Coates spoke with the auditor and he recommended honoring this request. The Board was in agreement to have the funds dispersed.

The Old Town Hall Committee will be coming to the June 15th Board meeting.

Select Board Items:

Mr. Manganiello asked if the license fees with Metrocast are being charged on two poles. Mr. Coates will look into this.

Mr. Manganiello commented that the Space Needs Committee discussion with the architects went well and the sub-committee was selected. Mr. Coates commented that the survey work is done and the architects are coming in to measure the building.

Mr. Alpers commented that the Legal line has been expended and suggested that when the Town Administrator needs to call a lawyer that he now has to call or text the Chair of the Board before calling the lawyers. This will help curb spending on the legal line. The \$25,000 Contingency fund can be used for this expense.

Mr. Alpers requested that a thank you letter be sent to Michael Sharp Enterprises for removing the house on the Smith Lot.

Mr. Alpers commented that a Chandler Street resident sent correspondence regarding tractor trailers using Chandler Street if they miss the turn at the intersection. The signs are being blocked by trees. Mr. Coates replied that Christina Goodwin has reached out to DOT regarding this.

Ms. Dion commented that some trees at Kelley Park need to be trimmed. Mark Bucklin has looked at them and there is a company coming in to do the work. This will come out of the Kelley Park budget.

Public Comment:

Janet Cavanagh commented that a log could be kept for calls to the lawyers so that there statements can be double checked with town statements for time charged.

Mr. Manganiello made a motion to adjourn, seconded by Mr. Morrison. The Board voted 4-0 in favor of the motion.

Respectfully submitted,

Wendy Costigan