

Minutes

Bristol Select Board

August 21, 2017

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

Others Present: Finance Officer Robert Blanchette Highway Superintendent Mark Bucklin, and members of the public.

Mr. Manganiello made a motion to go into non-public session at 5:25PM under RSA 91-A:3 II(a), seconded by Mr. Milbrand. A roll call vote was held. The Board voted 5-0 in favor of the motion. Mr. Manganiello made a motion to come out of non-public at 6:40PM, seconded by Mr. Milbrand. A roll call vote was held. The Board voted 5-0 in favor of the motion.

The public meeting was opened at 6:40PM.

Minutes:

Ms. Dion made a motion to approve the public and non-public minutes from August 7, 2017, seconded by Mr. Manganiello. The Board voted 5-0 in favor of the motion. . Mr. Manganiello made a motion to seal the August 21, 2017 non-public minutes, seconded by Mr. Milbrand. The Board voted 5-0 in favor of the motion.

Consent Agenda: Mr. Manganiello made a motion to approve the consent agenda dated August 21, 2017, to include the items named therein, seconded by Ms. Dion. The Board voted 5-0 in favor of the motion to approve the consent agenda.

Finance Officer Update: Robert Blanchette informed the Board that he has been working on the wage study, the bond for the water system, the CDBG grant, NH Retirement issues, and record retention. The recommended audit entries for 2016 have been done.

Melanson Heath Audit Presentation: Patrick Mohan and Frank Byron from the audit firm Melanson Heath presented highlights from the 2016 audit.

Mr. Mohan informed the Board that the town had a very good year overall and that there is a modified opinion due to the lack of fixed assets being reported. In total, \$252,056 was turned back to the fund balance. Both the Water and Sewer Enterprise funds did well with positive increase in funds for both.

Mr. Mohan presented highlights from the Management Letter. The personnel changes in the Finance office did have an impact on the audit. The Due to/Due from accounts were not balanced at the end of the year and the auditors did this. The current year recommendations include dual signatures on invoices, journal entries, and the Town Clerk/Tax Collector daily cash out forms. The Town Administrator

should look at the journal entries as a second set of eyes. Stale checks need to be cleaned up. The Trustees fixed a couple of errors on the MS-9. There were some minor differences between BMSI and the spreadsheet for the Police Special Detail account. Overall the books were there and the Treasurer did a good job with cash management.

Mr. Blanchette commented that he has looked at the Police Special Detail spreadsheet and will continue to balance with BMSI. The dual signature process is implemented and will be moving forward with that. The Due to/Due from entries have been investigated. All but one of the uncashed checks from prior years has been cleaned up.

The Board thanked the auditors for their work and presentation.

Skip Sansoucy-Northern Pass and Utilities Updates:

Mr. Alpers commented that it has cost a lot of money being intervenors but the Board wants to do what is best for the community and residents impacted by the project. Mr. Sansoucy informed the Board that he represents the town as an expert witness. Mr. Sansoucy recommended that the Board not sign the MOU regarding taxes and to be careful of any settlements. Mr. Alpers commented that the Board has held off on signing the new contract with Mr. Sansoucy for expert witness services but that the town is still an intervenor. Mr. Sansoucy replied that the expert witness presents the facts and continues testifying during the proceedings. The Board will save the decision on the contract at this time.

Mr. Sansoucy informed the Board that the Fairpoint trial is in December for all the years from 2010-2016. There is still a wait for the prices for Ayers Island. Public Service still has outstanding cases but there is an effort to get a global settlement for all the cases and there may be group mediations.

Max Stamp from Pemi River Local Advisory Council commented that he would suggest that the town hold on to some hours with attorney Christine Fillmore to continue representing the town in regards to Northern Pass. Mr. Alpers replied that it is an excellent suggestion and the town will ask Christine Fillmore about this.

2017 Paving Schedule:

The Board reviewed the spreadsheet outlining the paving costs for scheduled streets. Mr. Coates commented that there is about \$257,000 in funds to spend and phase 1 costs \$166,000. Mr. Alpers commented that the Board is fine with moving ahead with phase 1 but to hold phase 2 for three to four weeks to see where the overall budget is at that time.

Beach Ordinance: The discussion has been deferred until the September 7th meeting.

Fire Department/Space Needs Request:

Mr. Manganiello commented that the Space Needs Committee has discussed the request and they want to be further along in the process to see if they truly don't more funding beyond the \$50,000.

Town Administrators Report: Mr. Coates presented the Board with the following updates:

There has been a request for a waiver of fees for use of the Old Town Hall for family and children's yoga classes. The classes would be weekly and this is a for profit class. Mr. Manganiello commented that the building would need to be heated through the winter for these classes. Ms. Dion commented that the community center gets a percentage of profits from people who use the center. Mr. Alpers informed Mr. Coates to speak with the person and explain the heating concerns and see if a deal on rental and cleaning fees can be reached.

There has been a request from an individual to rent the benches from the Old Town Hall for a wedding. Mr. Milbrand commented that the benches are too fragile to transport. The Board is not in favor of the request.

The Board discussed coverage for the September 5th election. Mr. Coates will reach out to individuals for coverage.

The Space Needs Committee will hold a public hearing on October 4th at 7:00PM at the Old Town Hall.

Select Board Items:

Mr. Morrison commented that the Board should look into recruitment ideas in regards to the Police Department.

Ms. Dion commented that Old Home Day is this weekend with events on Friday night and all day Saturday.

Mr. Manganiello commented that there is a memorial event for Zoe Anderson on September 1st at 8:00PM with glow sticks being lit around the lake.

Public Comment:

Barbara Greenwood commented that she feels, as a member of the Space Needs Committee that the Committee should stay focused on the Police Department and town offices and then take a look at the needs of the Fire Department.

Mr. Milbrand made a motion to enter into non-public session under RSA 91-A:3 II(a) at 8:40PM, seconded by Mr. Manganiello. A roll call vote was held. The Board voted 5-0 in favor of the motion. At 8:45PM Mr. Manganiello made a motion to come out of non-public session, seconded by Mr. Milbrand. A roll call vote was held. The Board voted 5-0 in favor of the motion.

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

Respectfully submitted,

Wendy Costigan

