

## **Minutes**

### **Bristol Select Board**

**January 26, 2017**

**Present:** Select Board members: Shawn Lagueux, JP Morrison, Paul Manganiello, Rick Alpers (late arrival), and Town Administrator Nik Coates.

**Absent:** Les Dion

**Others Present:** Water/Sewer Superintendent Jeff Chartier, Highway Superintendent Mark Bucklin, and members of the public.

At 5:02, Mr. Manganiello made a motion to go enter into non-public session under RSA 91-A: 3 II (b) and (e), seconded by Mr. Morrison. A roll call vote was held. The motion carried by a vote of 3-0. At 6:02, Manganiello made a motion to come out of non-public session, seconded by Mr. Alpers. The Board voted 4-0 in favor of the motion. Mr. Lagueux called the public session to order at 5:40.

**Minutes:** Mr. Manganiello made a motion to seal the non-public minutes, seconded by Mr. Morrison. The Board voted 3-0 in favor of the motion.

**Consent Agenda:** Mr. Manganiello made a motion to approve the consent agenda dated January 26, 2017, to include the items named therein, seconded by Mr. Morrison. The Board voted 3-0 in favor of the motion.

#### **Personnel Announcements:**

Mr. Manganiello made a motion to accept Wayne Anderson for the part-time transfer station position and Peter Slaton for the on call Paramedic position with the Fire Department, seconded by Mr. Morrison. The Board voted 3-0 in favor of the motion.

Mr. Manganiello made a motion to accept the reappointment of Clay Dingman and Steve Favorite to the Planning Board, Ashley Dolloff to the Zoning Board, and Dorcas Gordon and Clay Dingman to the Historic District Commission, seconded by Mr. Morrison. The Board voted 3-0 in favor of the motion.

Mr. Manganiello made a motion to accept Jen Correia as Interim Finance Director to work two days per week in the town offices, seconded by Mr. Morrison. The Board voted 3-0 in favor of the motion.

**Town Clerk/Tax Collector Updates:** Raymah Simpson informed the Board that she measured the Masonic Lodge for voting and that space is too small. The fire station was discussed but there are space and parking issues there. The Old Town Hall is the only option that will work for voting in March. The Board agreed to hold voting at the Old Town Hall.

The Board signed some abatement.

Ms. Simpson informed the Board that from February 17<sup>th</sup> through February 22<sup>nd</sup> the office cannot process vehicle registrations due to updates to the system. This announcement has been posted in several places.

**Job Descriptions:** Mr. Coates informed the Board that updated job descriptions have been emailed to them for finalization. Gail Sarto has been hired as the new minute taker for the town.

**Trustees of the Trust Funds Report:** The Board reviewed the report that was completed by the Trustees of the Trust Funds. Mr. Lagueux asked about the Water/Sewer Fund. Superintendent Jeff Chartier replied that there hasn't been much put into the Sewer fund as he is trying to keep rates affordable but this fund will build up soon. The Board discussed the purpose of some of the funds that may need to be reviewed.

#### **Warrant Articles:**

Article #4, Dewatering equipment replacement: Mr. Lagueux commented that this article will be a ballot vote and polls will be open for one hour. This is a planned upgrade for aging solid waste equipment. Mr. Chartier commented that these units perform very well and bring the percentage of water in the sludge down which will save money on hauling. The cost is an estimated \$330,000. Mr. Alpers commented that the presentation should highlight safety issues and employee efficiency.

Article #3, Solid Waste Ordinance: Mr. Coates commented that this ordinance will address the construction debris concerns at the transfer station. This ordinance will give the Select Board the authority to enforce and amend fees. Mr. Lagueux suggested that separate copies of this article be available to the public as this article is several pages long.

Article #5, Central Street: Mr. Coates commented that this article will raise and appropriate the sum of \$765,000 for water/sewer and roadway improvements to Central Street. Mr. Lagueux commented that he is not sure where this project is on the priority list. Mr. Lagueux asked if this needs to be upgraded immediately. Mr. Chartier replied that in about 10 years the water pipes will be 75 years old. The sewer pipes were installed in 1969 and should last another 20 years. Mr. Alpers commented that the momentum in the downtown should continue and that this is a worthy project. Mike Vignale commented that the project is out to bid right now and firmer numbers will be available soon. Mr. Coates asked about gains or losses in parking. Mr. Vignale replied that there will be no gain or loss in parking spaces but the space will be better defined. Mr. Coates asked about drainage improvements. Mr. Vignale replied that there will be new infrastructure all the way through. Mr. Coates asked about Historic District restrictions. Mr. Vignale replied that the project is outside the Historic District and it is good to go. Mr. Coates commented that the financing language was taken from the Central Square warrant article. Mr. Alpers commented that this article may be amended at Town Meeting.

Article #14: Pemi Pathway: Mr. Coates commented that this article will raise and appropriate \$246,000 for the final design of the project. The article is contingent upon receiving an offsetting grant in the amount of \$153,000 and contingent upon receiving \$93,000 of in-kind donations of equipment and man hours. Mike Vignale commented that the design part is done and the bridge improvements are out to

bid. Mr. Alpers asked if the in-kind donation amount needs to be included in the article and that it would be just a separate MOU with the individual. Mr. Coates replied that DRA is checking on this language.

Article #6: Petitioned warrant article place holder.

Article #1: elections.

Article #2: Veteran's Tax Credit.

Article #7: General fund.

Article #8, Contingency Fund: Mr. Coates commented that the \$25,000 will be raised from the unreserved fund balance and not through taxation.

Article #9, 254 Lake Street: Mr. Coates commented that \$10,000 will be raised to demolish the structure, disposed of debris, and do site work. This will come from the unreserved fund balance.

Article #10, 254 Lake Street: Mr. Coates commented that \$95,000 will come from the unreserved fund balance to prepare an architectural design for the property. This includes engineering and survey work.

Article #11: Police Cruiser: Mr. Coates commented that the article is to raise \$45,000 for a police cruiser. The Board discussed using a capital reserve fund instead of an outright purchase. Mr. Coates will draft a warrant article for a capital reserve fund for the police cruiser.

Article #12, Portable radios: Mr. Coates commented that \$25,200 is to be raised for the purchase of five portable radios for the Police Department. Mr. Alpers commented that these radios were first purchase with a grant back in 2001.

Article #13, emergency generator: Mr. Coates commented that this article is to raise \$10,000 for an emergency generator to be placed at the Hemp Hill communication tower on Hemp Hill Road.

Article #15, Fireworks: Mr. Coates commented that this article is to raise \$20,000 for the 4<sup>th</sup> of July Fireworks and the ancillary costs of the event. There is an escape clause in the contract.

Article #16, radio spectrum study: Mr. Coates commented that \$5,000 would be raised for the purposes of a full radio spectrum analysis study to identify future locations of cell towers. The tree language was removed. There is no FCC license for spectrum in Bristol so this could be a deal breaker. Mr. Coates commented that there is also a signal amplifier that could be explored.

Article #17, capital reserve funds: Mr. Coates commented that \$292,500 is being raised for the following funds; \$50,000 for accrued wages, \$35,000 for the assessment reval., \$10,000 for the Bicentennial, \$50,000 for the fire department capital reserve, \$140,000 for the highway equipment, and \$7,500 for building maintenance.

**TAP Grant:** The Board discussed ideas for reapplying for this grant next year.

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

The tentative date for the bond hearing is at the February 16<sup>th</sup> Board meeting.

**Select Board Items:**

Mr. Manganiello commented that Bernie Waugh presented a municipal law update at the Planning Board meeting which included changes to the land use laws.

Mr. Alpers commented that the Economic Development Committee met and the cell tower, pathways project, pop up summer businesses, and a possible hotel were discussed. Mr. Alpers informed the Board that the Central NH Chamber of Commerce will donate the information booth at no cost to the town. Mr. Alpers commented that the school district and Freudenberg will be starting an internship program.

Mr. Lagueux commented that he received an email regarding safety issues at a certain property in town. This will be discussed further in a non-public session at the next Board meeting.

**Public Comment:**

Barbara Greenwood commented that she is happy to see the two warrant articles regarding the Smith lot property and that there is a lot of support going forward with this project.

Tom Caldwell commented that he thinks the capital reserve fund for the police cruiser is not a good idea.

Mr. Alpers made a motion to go into non-public session under RSA II:3 (b) and (e), seconded by Mr. Manganiello. A roll call vote was held and the motion carried with a 4-0 vote. Mr. Alpers made a motion to come out of non-public at 7:55, seconded by Mr. Manganiello. The Board voted 4-0 in favor of the motion.

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

Respectfully submitted,

Wendy Costigan

