

Minutes

Bristol Select Board

December 7, 2017

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

Absent:

Others Present: Mark Bucklin, Lt. Kris Bean and members of the public.

Mr. Manganiello made a motion to go into non-public session at 5:05PM under RSA 91-A:3 II(a), (b),(c), and (e) seconded by Ms. Dion. 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 6:00PM, 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 6:00PM.

Minutes:

Ms. Dion made a motion to approve the public and non-public minutes from November 16, 2017 and November 21, 2017, seconded by Mr. Milbrand. The Board voted 5-0 in favor of the motion. Mr. Manganiello made an edit to the November 21st minutes. Ms. Dion made a motion to approve the minutes as amended, seconded by Mr. Manganiello. The Board voted 5-0 in favor of the motion. Mr. Manganiello made a motion to seal the previous 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 December 7, 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.

Highway Department Updates:

Mr. Bucklin updated the Board on Nyberg Road. The residents on Nyberg Road were allowed to take sand from the highway shed last year and are asking to do that again this year. Mr. Bucklin commented that he did not think that the exception should be made again this year. Mr. Coates commented that all the residents were supposed to sign a memo stating that one person from Nyberg Road would take sand and that person had to show the memo at the shed. Mr. Bucklin commented that he did not think they got all the signatures needed. Mr. Alpers commented that the residents should be asked what they've done to fix the road and prepare for the winter this year.

Update on Jeffers Road: Mr. Coates informed the Board that there was a rock pile obstructing the road and it has been removed. The snow wickets along that road are not considered to be an obstruction

according to law. Mr. Bucklin commented that the wickets do not hurt the plow and they are all over town. Mr. Alpers commented that if one person is required to remove wickets then all people in town should remove them. The Board is in consensus that the wickets can stay up.

Mr. Manganiello asked for an update regarding Merrimack Street. Mr. Bucklin commented that there is no parking on town roads after November 15th but there are cars parked on Merrimack Street all day. The Board is in consensus that No Parking signs should be posted on Merrimack Street.

Mr. Morrison made a motion to post No Parking signs on Merrimack Street from November 15th through April 15th, seconded by Mr. Milbrand. The Board voted 5-0 in favor of the motion.

Police Department Updates:

Lt. Kris Bean updated the Board on major cases, incidents, and investigations. The police department held an active shooter training at Freudenberg. The training went well and was much appreciated. There will be an active shooter training held at the library Friday, December 15th for town employees.

Lt. Bean informed the Board that the parking fines are low compared to other towns. He has worked with Christina Goodwin and the fines have been increased to \$50 for vehicles, \$75 for commercial vehicles, and \$150 for handicap parking fines. New ticket books will be ordered with the new fines included.

Lt. Bean informed the Board that a new radio will need to be purchased for a cruiser. The radio being used currently is from the motorcycle and is not adequate for a cruiser. This is an officer safety issue.

Mr. Manganiello made a motion to approve the new parking violation fee schedule effective immediately, seconded by Mr. Milbrand. The Board voted 5-0 in favor of the motion.

Buxton Presentation:

Representative from Buxton presented what their company does for communities. Buxton helps communities with economic development growth and attracting new businesses using a data driven approach. Buxton focuses on retail recruitment and business retention. Mr. Alpers asked for examples of success in communities the size of Bristol. Buxton representatives replied that they have worked in Caribou Maine, Rochester New Hampshire, and other rural communities across the country with success. Mr. Manganiello asked how the data is collected. The Buxton rep replied that they partner with companies such as Experian who provide aggregate data and Buxton purchases that data. Mr. Alpers asked about options to purchase services. The Buxton rep replied that services are tailored to the community and the start is usually a core partnership with retail development and retention. The Board thanked Buxton for their time with the presentation.

Space Needs Committee:

Ned Gordon, Chair, presented an update to the Board. Mr. Gordon informed that Board that the Committee acquired architects Samyn D'Elia for design work. Two public hearings were held to obtain

public feedback on the architectural plans. The costs were substantial to build a new town office and renovate the police department. The architects cut back the size of the space, bathrooms, meeting room, and lobby and the estimate was still at 3.5 million dollars. The Committee felt that this was not a realistic number to present to the town, but realistically the cost is 3 million dollars for the project. The Committee did try to explore every reasonable plan with the architects and knows they have to compromise. The Committee did conclude in the majority to go forward with a town office building on the lot next door as they were advised that it is less expensive to construct a town office than a police station. The Committee looked at the immediate needs of the Police Department. The three most important safety issues to address are the booking room, juvenile facilities, and a sally port. The Committee agreed that the project is to do minimal improvements to make the police station safe and to build a town office building. The Committee voted 9-1 to make the recommendation of 2.25 million dollars for the project. A shorter bond period is suggested so that other upgrades at the police station and fire station can be made. Mr. Alpers asked that the architects show what a 2.25 million dollar project will look like. Mr. Gordon replied that the architects will put a face on that so it can be presented. Mr. Alpers commented that the Board can release more money from the fund once the architects are spoken to. Mr. Milbrand commented that CIP looked at a 1.5 million dollar bond and that amount would not have a very significant impact on taxes. Mr. Manganiello commented that fund balance can be considered. Mr. Alpers replied that he believes there will be funds to set aside for the project, probably between \$300,000- \$400,000. The Board thanked the Space Needs Committee for all their work.

Off Premise Sign Request:

Mr. Coates informed the Board that an individual has written a letter asking permission to have a sign displayed on town property on Saturdays. The planning staff has been asked their opinion and they think it is a good idea as the sign has been there for years. Mr. Manganiello made a motion to approve the request for an off premise sign at the corner of North Main Street on Saturdays from mid-April to mid-November, seconded by Mr. Milbrand. The Board voted 5-0 in favor of the motion.

Animal Welfare Contract:

Mr. Coates informed the Board that a contract from Upper Valley Humane Society was received. This is the organization that a contract was signed with last year. They require no upfront fee. The town did get a request from the NH Humane Society but they require a fee. The town also uses Kenny's Kennels as needed.

Mr. Morrison made a motion to approve the contract with Upper Valley Humane Society and to authorize the Town Administrator to sign the contract, seconded by Ms. Dion. The Board voted 4-0-1 in favor of the motion.

Rights Based Ordinance:

Representative Migliore presented the Board with information of Rights Based Ordinances and his plan to propose a constitutional amendment to give Rights Based Ordinances legal teeth and to use this for

Northern Pass. Mr. Migliore requested that the town hold a workshop regarding RBOs to determine if Bristol wants an ordinance. Mr. Alpers commented that he is not in favor of holding a special town meeting in regards to this ordinance. The Board decided to hold a workshop in January.

Board Schedule:

The Board will post a meeting for December 14th at 1:00PM at the Fire Station to work on the 2018 budget. The Board will present their budget to the Budget Committee on December 18th at 6:30 at the town offices.

Town Administrators Report:

Select Board Items:

Public Comment:

Barbara Greenwood commented that Santa's Village at the TTCC opens this weekend. Ms. Greenwood commented that it was wonderful to hear from Lt. Bean tonight.

Paul Simard commented that he attended some of the Space Needs meetings and the Board needs to keep in consideration matters with taxpayers.

Margaret Hoyle commented that the town has a No Parking stencil that can be used for the sign on Merrimack Street.

David Hill commented that the Space Needs Committee did not consider a police station on the Smith lot property and he did not see a figure or a plan to compare. Mr. Manganiello replied that plan did not have any traction as the police department representative was focused on using the current building as the police station.

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

Respectfully submitted,

Wendy Costigan