

Minutes

Bristol Select Board

February 2, 2017

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

Absent: Rick Alpers

Others Present: Fire Chief Ben LaRoche, Police Chief Michael Lewis and members of the public.

At 5:05, Mr. Manganiello made a motion to go enter into non-public session under RSA 91-A: 3 II (b) and (c), seconded by Ms. Dion. A roll call vote was held. The motion carried by a vote of 4-0. At 6:12, Mr. Manganiello made a motion to come out of non-public session, seconded by Ms. Dion. The Board voted 4-0 in favor of the motion. Mr. Lagueux called the public session to order at 6:13.

Minutes: Mr. Manganiello made a motion to seal the 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 minutes from January 19, 2017 and the minutes from January 26, 2017 as amended, 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 February 2, 2017, to include the items named therein, seconded by Ms. Dion. The Board voted 4-0 in favor of the motion.

Fire Department Update: Chief LaRoche informed the Board that a Full-time firefighter/EMS was chosen from 18 applicants. Gordon Ellinwood was chosen for the position and will start during the February 19th pay period. The Board signed the PAF for hiring Mr. Ellinwood.

Chief LaRoche presented an MOU with Volunteer NH regarding a trailer that belongs to Volunteer NH that is being stored at the Fire Station. There is not a lot of room at the station but the trailer has been moved out of the way. Chief LaRoche recommends that the Board sign the MOU. The form will be updated with the correct contact information and sent to the Board.

Police Department update: Officer Kelley introduced the K-9 officer, Arro, to the Board.

Chief Lewis updated the Board on the article that was written by NH1 News regarding the ranking of Bristol as a dangerous town in NH. Chief Lewis had reached out to the State of NH and asked if information had been provided to the local news media. The director indicated that they had not provided information. The Director confirmed that the numbers that were used were accurate but the manner that they were chosen to be reviewed could be problematic either for the good or bad as the numbers can be skewed by one major incident. Mr. Manganiello did an 11 year average and the

averages are consistent throughout a decade of time with peaks and valleys. Tom Caldwell commented that NH1 News got their data from an alarm security company and the numbers were based on a per capita basis.

Chief Lewis informed that Board that Plymouth General Dentistry donated trauma kits for all police officers and the K-9 and training for the kits will be provided as well. The Board thanked Plymouth General Dentistry and a letter will be sent.

Chief Lewis informed the board that calls for service are up slightly for 2016. The Police department was approved for all Highway Safety grants that were applied for, including a \$5,400 grant to fully fund an E-ticketing program. The Police department works every week with the local schools with the drug task force.

Mr. Manganiello asked about the petition warrant article for the school resource officer. Chief Lewis replied that this article is for a full-time resource officer paid through the school district and that it is well over due to have a school resource officer as this is a regional school district and the officer will have statutory authority to investigate crimes in multiple towns.

Assessing Contract with CNP: Christina Goodwin informed the Board that there is a clause that allows the town to terminate the contract with 15 days' notice. Ms. Goodwin commented that she is concerned with not having a contract in place as a company is needed to do general pickups in construction projects. Mr. Manganiello made a motion to accept the contract for general assessing from CNP LLC, seconded by Ms. Dion. The Board voted 4-0 in favor of the motion.

Liability Form: Ms. Goodwin informed the Board that the town should be doing this form and it appears for the last several years that it has not. The form is a release of liability for anyone building on a Class VI or private road. This will normally go through the Planning Board but it needs to be signed either way then filed with Grafton County Registry of Deeds. Mr. Morrison asked if the property owner does not sign the paper do they not get a permit. Ms. Goodwin replied that is correct. Mr. Manganiello made a motion to accept the waiver as written, seconded by Ms. Dion. The Board voted 4-0 in favor of the motion.

Health Ordinance: Christina Goodwin informed the Board that this has been looked at by the attorneys. Scott LaCroix commented that this gives the health officer some teeth to get some properties cleaned up. Mr. Morrison made a motion to accept the Health Ordinance as written, seconded by Mr. Manganiello. The Board voted 4-0 in favor of the motion.

Intent to Cut: Ms. Goodwin informed the Board that an intent to cut was dropped off tonight to be signed. They would have to wait until after the next Board meeting if not signed tonight. Mr. Manganiello made a motion to accept the intent to cut dated 2/17 for tax map 214-020, seconded by Ms. Dion. The Board voted 4-0 in favor of the motion.

Community Event: Ms. Goodwin informed the Board that the Community Events Committee is moving forward with the Mud Season Mixer at the Old Town Hall on March 25th. The Committee wants to make

sure that the Board does not have any concerns with the event. Mr. Manganiello asked if food is required since there is a cash bar during the event. Ms. Goodwin replied that it is not required according to the ordinance. Ms. Dion commented that the Homestead said they did not have to have food with the cash bar. The Committee will have snacks available to purchase.

Emergency Lane: A resident from Nyberg Road approached the Board requesting that this Class VI road be declared an emergency lane per an RSA. The road is difficult to maintain correctly and the resident need help maintaining the road for emergency vehicles. If the Select Board approves the road per the RSA as an emergency lane they can expend funds to have the town maintain the road. Mr. Lagueux commented that the town does have a process to take over roads. Mr. Coates commented that by statute the town cannot maintain a Class VI road. Ms. Goodwin commented that if it is an emergency lane the town can maintain it but it does not have to be full time maintenance. Mr. Lagueux commented that the Board needs to ask the town attorney about what obligations the town would have regarding this. Mr. Lagueux commented that Class VI roads have restrictions on what the town can and can't do and the Board needs some guidance and advice regarding the RSA. The Board will discuss this at the next meeting on February 16th.

Warrant Articles update: Mr. Coates informed the Board that the warrant articles have been reviewed by DRA and by town legal counsel. The language and ordering of the articles has been decided per DRA requirements. Mr. Coates reviewed the warrant articles with the Board.

Article #2 is the dewatering project for \$375,000. The first payment has been written as 2018 but can be changed to 2017. The required public hearing for this article is set for February 16th.

Article #3 is the Central Street project for \$765,000 with the first payment in 2018. Jeff Chartier preferred a once per year payment option. Mr. Lagueux commented that the percentages in the article can be amended at Town Meeting. The public hearing is scheduled for February 16th.

Article #4 is for an offsetting grant for \$153,000 for the Pemi Pathway project.

Article #5 is a petition warrant article regarding SB2. This requires a 3/5 majority vote and a public hearing is required and scheduled for February 16th. The signatures on the petition were verified.

Article #6 is for the Veteran's tax credit. The language was cleared up by the attorneys.

Article #7 is the Solid Waste Ordinance. Ms. Goodwin highlighted changes to make this clear for the Board's review. The Board discussed some of the changes to language and the fees.

Article #8 is the budget. The Select Board recommendation is for \$5,982,188. The Budget Committee will meet on February 6th for another deliberation and the public hearing is scheduled for February 13th. The number that goes to the public at Town Meeting is the Budget Committee recommendation.

Article #9 is the Contingency fund for \$25,000 from the unreserved fund balance.

Article #10 is for \$10,000 for the demolition work at the Lake Street site. The language in the article was cleaned up.

Article #11 DRA requested clarification on the language.

Article #12 is the capital reserve fund that DRA requested the town to name. The name is the Police Vehicle Capital Reserve. The total has increased to \$48,300 based on quotes. The three key pieces are to establish the fund, raise the money, and name the Board as agents to expend.

Article #13 is for purchasing portable radios for the Police department.

Article #14 is for the emergency generator for \$10,000. Some language was added by DRA.

Article #15 is for the July 4th fireworks. DRA said it was okay to have the added costs in the article. The escape clause language can be taken out as it is in the contract.

Article #16 is for the cell study.

Article #17 is for the Capital Reserve Funds.

Select Board recommendations of Warrant Articles:

Mr. Morrison made a motion to place Article #2 on the warrant as written, seconded by Mr. Manganiello. The Board vote 4-0 to recommend Article #2.

Mr. Manganiello made a motion to recommend Article #3 as written, seconded by Ms. Dion. The Board voted 4-0 to recommend Article #3.

Ms. Dion made a motion to recommend Article #4, seconded by Mr. Manganiello. The Board voted 4-0 to recommend Article #4.

Mr. Lagueux made a motion to place Article #6 on the warrant, seconded by Mr. Morrison. The Board voted 4-0 to recommend Article #6.

Mr. Morrison made a motion to put Article #7 on the warrant as written, seconded by Mr. Manganiello. The Board voted 4-0 to recommend Article #7.

The Board will vote on Article #8 on February 16th.

Mr. Manganiello made a motion to place Article #9 on the warrant for a contingency fund to come from the unreserved fund balance, seconded by Ms. Dion. The Board voted 4-0 to recommend Article #9.

Mr. Morrison commented that he feels that \$10,000 is not enough money for the scope of work in Article #10. Mr. Manganiello made a motion to amend Article #10 from \$10,000 to \$12,000, seconded by Ms. Dion. The Board voted 4-0 in favor of the amendment. Mr. Manganiello made a motion to recommend Article #10 as amended, seconded by Mr. Morrison. The Board voted 4-0 to recommend Article #10 as amended.

Ms. Dion made a motion to recommend placing Article #11 on the warrant as written, seconded by Mr. Manganiello. The Board voted 4-0 to recommend Article #11.

Mr. Manganiello made a motion to approve Article #12 as written, seconded by Ms. Dion. The Board voted 3-1 to recommend Article #12.

Ms. Dion made a motion to accept Article #13, seconded by Mr. Manganiello. The Board voted 4-0 to recommend Article #14.

Mr. Manganiello made a motion to approve Article #14, seconded by Mr. Morrison. The Board voted 4-0 to recommend Article #14.

Mr. Manganiello made a motion to amend Article #15, fireworks, by decreasing the amount to \$10,000, seconded by Mr. Morrison. The Board discussed the amendment. Mr. Manganiello rescinded his motion and Mr. Morrison rescinded his second. Mr. Manganiello made a motion to amend Article #15 to \$12,000, seconded by Mr. Morrison. The Board voted 4-0 in favor of the amendment. Mr. Manganiello made a motion to place Article #15 on the warrant as amended to \$12,000, seconded by Mr. Lagueux. The Board voted 4-0 to recommend Article #15 as amended.

Mr. Manganiello made a motion to place Article #16 on the warrant, seconded by Ms. Dion. The Board voted 4-0 to recommend Article #16.

Mr. Manganiello made a motion to place Article #17 totaling \$292,500 on the warrant, seconded by Ms. Dion. The Board voted 4-0 to recommend Article #17.

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

Jen Correia has started as the temporary finance person and has been working on balancing, the budget, and the revenue report.

Select Board Items:

Ms. Dion commented that she received a call from Annie Fitzpatrick who said she appreciates having the street light at the end of North Main Street again.

Public Comment:

Tom Caldwell asked if the Board has talked about the grey area of when a document becomes a public document. Mr. Lagueux replied that the Board has not discussed this yet.

Mr. Manganiello made a motion to go into non-public session at 8:30PM under RSA II: 3 (b) and (c), seconded by Ms. Dion. A roll call vote was held and the motion carried with a 4-0 vote. Mr. Manganiello made a motion to come out of non-public at 8:55, seconded by Ms. Dion. The Board voted 4-0 in favor of the motion. Mr. Manganiello made a motion to seal the non-public minutes, seconded by Ms. Dion. The Board voted 4-0 in favor of the motion.

Mr. Manganiello made a motion to adjourn at 8:57, seconded by Ms. Dion. The Board voted 4-0 in favor of the motion.

Respectfully submitted,

Wendy Costigan