

Minutes

Bristol Select Board

March 16, 2017

Present: Select Board members: Shawn Lagueux, JP Morrison (left the meeting early), Rick Alpers, Les Dion, Paul Manganiello, and Town Administrator Nik Coates.

Absent:

Others Present: Mark Bucklin, Mike Vignale, Bill Dowey, Jeff Chartier, and members of the public.

At 5:05, Mr. Alpers made a motion to go enter into non-public session under RSA 91-A: 3 II (a), (c), and (e), seconded by Mr. Manganiello. A roll call vote was held. The motion carried by a vote of 5-0. At 6:15, Ms. Dion made a motion to come out of non-public session, seconded by Mr. Alpers. The Board voted 5-0 in favor of the motion.

Acknowledgments: Chair Shawn Lagueux informed the public that this was his last meeting as a Select Board member and that it has been his honor to serve on the Board and the Budget Committee over the last several years. Mr. Lagueux commented that despite the snow on voting day, 446 residents turned out to vote. Mr. Lagueux thanked everyone who worked at the polls Election day. Mr. Lagueux made particular mention to members of the Fire Department and Police Department who stayed outside and helped voters safely into the Old Town Hall. The members of the Fire Department include Brendan Perrault, Malory Harvey, and Steve Thompson. The members of the Police Department include Brian Spink, Kris Bean, Lucas White, and Chief Lewis. Mr. Lagueux also thanked Mark Bucklin and the Highway Department crew for keeping the parking lots and sidewalks cleared of snow.

Minutes: Mr. Manganiello made a motion to approve the minutes from March 2, 2017 as written, seconded by Mr. Alpers. The Board voted 4-0-1 in favor of the motion.

Mr. Manganiello made a motion to unseal the non-public minutes from 2016 and 2017 to include the following dates: 1/21/16, 1/28/16, 3/3/16, 3/17/16, 6/16/17, 8/22/16, 9/15/16, 10/6/16, 10/20/16, 10/27/16, 11/3/16, 11/17/16, 12/15/16, 1/19/17, 1/26/17, 2/2/17, and 3/2/17. The motion was seconded by Mr. Alpers. The Board voted 5-0 in favor of the motion.

Mr. Manganiello made a motion to seal the non-public minutes of March 16, 2017, seconded by Mr. Alpers. The Board voted 5-0 in favor of the motion.

Consent Agenda: Mr. Manganiello made a motion to approve the consent agenda dated March 16, 2017, to include the items named therein, seconded by Mr. Alpers. The Board voted 5-0 in favor of the motion to approve the consent agenda.

2016 Town Report Dedication: Mr. Morrison introduced Mr. Harold “Bub” Sheffield to whom the 2016 Town Report was dedicated. Mr. Morrison commented that Mr. Sheffield has done so much for the community and it is an honor to dedicate the report to him. Mr. Lagueux presented Mr. Sheffield with a copy of the Town Report and thanked Mr. Sheffield for his service to the community.

Town Meeting Prep.: Mr. Coates informed the Board that the PowerPoint presentation is the binders for Saturday. Mr. Vignale commented that the cost included in Article #4 for the Pemi Trail and Pathway needs to be changed. The bridge bids were higher than expected and there is an \$82,000 shortfall after backing out the town and volunteer labor. The article will need to be amended. Mr. Dowey commented that there is a grant reimbursement of \$153,000 and the town is obligated to spend that total. Approximately \$82,000 will be raised through taxes and \$71,000 will be received from Mike Sharp for volunteer labor costs. Mr. Coates commented that the total cost of the article will be 4236,000 with \$153,000 getting reimbursed from the grant. Mr. Coates will draft an amendment of Article #4.

Contracts/Proposals:

Paving Contract: Mr. Coates informed the Board that three year contracts were looked at to save on costs. Some revisions were made to the contracts including an escape clause and the price fluctuation of liquid asphalt only. The GMI proposal was the best number. Mr. Alpers made a motion to approve the GMI proposal as presented and amended and to authorize the Chair to sign the contract, seconded by Mr. Manganiello. The Board voted 4-0 in favor of the motion.

One Ton Cab and Chassis Order: Mr. Bucklin informed the Board that he has a quote for a Ford F550 one ton dump truck for \$47,006. Mr. Bucklin would like approval to start the order process now so there is no delay in delivery. Mr. Coates commented that the order can be canceled with no penalty. Mr. Manganiello asked if this is a separate warrant article. Mr. Lagueux replied that the money is in the capital reserve warrant. Mr. Manganiello made a motion to authorize Mr. Bucklin to move forward with the quote dated 1/30/17 for the Ford F550 in the amount of \$47,006, seconded by Mr. Alpers. The Board voted 4-0 in favor of the motion.

Water/Sewer Transfer Requests: Mr. Alpers made a motion to transfer from the Town’s General Fund to the Water Department’s Operating Fund \$486,764.61 which is the total collected by the Town in 2016 and to transfer from the Water Department’s Operating Fund to the Town’s General Fund \$426,212.85 which is the total paid by the Town for Water Department payroll and accounts payable expenses for 2016. The motion was seconded by Mr. Manganiello. The Board voted 4-0 in favor of the motion.

Mr. Coates commented that up to \$141,221.70 could be transferred into the capital reserve account on the water side and up to \$224,588.34 could be transferred on the sewer side. This has been discussed with Jeff Chartier and Articles #2 and #3 could be amended at Town Meeting. Jeff Chartier informed the Board that he would like to keep \$100,000 in the Water Operating Fund and transfer \$41,000 into the Water Capital Reserve. He would like to keep \$124,000 in the Sewer Operating Fund and transfer \$100,000 into the Sewer Capital Reserve. Jeff Chartier commented that he would like Article #2 amended to borrow \$305,000 with a loan and to take \$70,000 from the capital reserve accounts for the installation and demolition. The \$305,000 will be reimbursed by user fees. Mr. Charier commented

that Article #3 should be amended from 90% Water/Sewer users and 10% taxation to a 50/50 split between taxation and Water/Sewer users. The total cost to be split 50/50 is \$708,000. \$50,000 will come from the Water Capital Reserve and the Sewer Capital reserve. Mr. Alpers and Ms. Dion commented that they are more comfortable with a 1/3, 1/3, 1/3 split between costs. The article will be amended at Town Meeting.

Merrimack Street Discussion: Mr. Ben Elders brought his curbing concerns forward to the Board. Mr. Elders told the Board that he felt the new curbing does not allow him to plow snow from his driveways and limits his parking. Mr. Elders informed the Board that he went to Nik Coates and Mark Bucklin and asked for the curbing to be gone before it starts to snow and it is still there. Mr. Elders commented that he was willing to split the cost of the curbing removal half and half with the town. Mr. Lagueux asked if Mr. Elders' contention was that the curbing is outside of the road right of way. Mr. Elders replied that he understands that it is a right of way but that he asked for it to not block his driveway. Mr. Bucklin commented that the curbing was put as close to where the sidewalk ended and that a typical driveway has a 20 foot opening so two driveways will have a 40 foot opening. Mr. Alpers commented that it was the Board's intent to reconvene the matter until Spring and make a decision when the snow had melted. Mr. Lagueux commented that the Board did decide to address this in the Spring. Mr. Manganiello suggested that the snow be removed from the area to get it out of the way of the driveway. Mr. Alpers commented that snow has never been removed from people's properties before but that the snow that is on the town right of way can be removed. Mr. Bucklin commented that Mr. Elders' driveway starts about 6-7 feet into town property. Mr. Lagueux commented that this matter will be on the April 20th Select Board agenda.

Town Meeting: The Veteran's Tax Credit write up was discussed. Mr. Coates discussed the unreserved fund balance with the Board as some proposed warrant articles. Mr. Coates commented that the unreserved fund balance is closer to the minimum percentage recommended by DRA than the maximum recommended percentage. The town needs to have the unreserved fund balance to help cash flow and the town needs to be careful not to go too low in order to meet obligations to make the monthly school district payments and the county payment in December.

Town Administrators Report:

Select Board Items:

Mr. Lagueux received a letter from a citizen commending the Fire Department/Emergency services for outstanding services during an emergency.

Mr. Manganiello commented that the Planning Board is trying to set a date for a joint meeting with the Select Board. April 26th was a possible date but does not work for some Board members. A new date will be discussed.

Mr. Manganiello commented that the open slot for State Representative needs to be filled but a special election needs to be held to do this. Mr. Alpers commented that this should be done as the citizens have the right to be represented by someone. Mr. Alpers commented that the polls at the special

election will need to be open from 8AM to 7PM. Mr. Manganiello commented that the town should at least have a conversation with the other area towns to see if the cost of the election can be shared. Mr. Alpers suggested that a letter be sent to the other towns. The Board was in consensus that the letter be sent.

Ms. Dion commented asked for clarification on the Budget Committee vote on Election Day. Mr. Lagueux replied that he spoke with Raymah Simpson and Nik Coates and that a mistake was made. There should have been four Budget Committee openings on the ballot and there were only three. This means there will be a vacancy on the committee and it is the duty of the Budget Committee to appoint someone to that position. Anyone who wants to be considered is welcome to express their interest to the Budget Committee. Mr. Coates did speak with Town Counsel and this is an appropriate way to handle the vacancy. Mr. Coates commented that the position will be for a three year term. Everyone who has been affected by this has been notified.

Public Comment:

Tom Caldwell asked what time the recount for the Select Board seat will be held. Mr. Alpers replied that the recount is at 6:30PM next Thursday at the town offices.

Barbara Greenwood commented that she thought it was great that voting was held at the Old Town Hall this year and that the acoustics are much better there.

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

Respectfully submitted,

Wendy Costigan