

**Minutes  
Bristol Select Board  
December 31, 2019**

**Present:** Select Board members: Chair Les Dion, Vice Chair Don Milbrand, JP Morrison, Wayne Anderson, and Town Administrator Nik Coates.

**Absent:** Rick Alpers

**Public Session:** Chair Dion opened the public meeting at 9:08 AM.

**Others Present:** Bob Blanchette, Finance Director

**Meeting Minutes:** Mr. Milbrand made a motion to approve the minutes of December 19, 2019 as written. Seconded by Mr. Morrison. There was no discussion. The Board voted 4-0-0 in favor of the motion to approve the minutes.

**Consent Agenda:** Mr. Milbrand made a motion to approve the consent agenda dated December 31, 2019, to include the items named therein, seconded by Mr. Anderson. The Board voted 4-0-0 in favor of the motion to approve the consent agenda.

**Transfers and Encumbrances:** Mr. Coates and Mr. Blanchette have been tracking end of year expenditures and do not recommend any encumbrances at the moment. There are two potential expenditures, the finance software and the Highway Department bathroom, which are projected to be potential budget requests in 2020.

The Forestry Truck line has been overspent and Chief LaRoche is requesting a transfer from the underspent Highway Solid Waste Tipping Fee line which was budgeted with the anticipation of the return of the full recycling program which did not happen in 2019. Chief LaRoche is requesting the amount of \$3,200 for repairs needed for the forestry truck. The second transfer request is for the transfer of \$28,333.21 to the New Building Bond line from the Personnel Workers Compensation line. The New Building Bond line was overspent due to unanticipated expenses associated with the new Town Office building.

Mr. Milbrand moved to approve the two transfers, seconded by Mr. Morrison. Discussion followed. Mr. Anderson was concerned that the Bristol Fire Department budget is subsidizing ambulance service for the towns included in the ambulance contract. Ms. Dion asked if the work to the forestry truck has already been done and was told that not all has been completed at this time. She suggested that the work to be done go in the 2020 budget. She also inquired if the Fire Department budget has been overspent. Mr. Coates informed her that the Forestry Truck line has been overspent but the whole Fire Department budget has not been but is tight. Mr. Blanchette explained to the Select Board the Department of Revenue's legal stance on budget overspending which involves the potential of removing a Department Head through the avenue of Superior Court. Mr. Anderson said the Forestry Truck line should be overspent and the transfer not be done. Mr. Milbrand did not want to take the legal risk of budget overspending. Further discussion followed. Mr. Milbrand amended his motion to approve only the New Building Bond line transfer request, seconded by Mr. Morrison. No further discussion. The Board voted 4-0-0 in favor of the amendment. The Board voted 4-0-0 in favor of the amended motion to approve the transfer of \$28,333.21 to the New Building Bond line from the Personnel Workers Compensation line. The Board voted 4-0-0 in favor of the motion. Mr. Morrison justified the transfer of this one-time expense. Mr. Anderson added that building was bought at a huge savings for the Town.

**Scheduling:** The 2020 Select Board schedule will remain the same as 2019, the first and third Thursdays of the month. The Select Board agreed to meet on Thursday, 1/2/20 at 3:30 PM for a work session to focus on the warrant. A tour of the hydroelectric dam is also scheduled on that day at 11:00 AM.

**Newfound Road Plowing Request:** Mr. Coates contacted Newfound School District's Facilities Manager to inform him the Select Board decided not to comply with their request to plow Newfound Road. Mr. Coates invited the facilities manager to come to a Select Board meeting to provide any additional information to the request.

**Non-Public Session:** Mr. Milbrand made motion to enter nonpublic session per RSA 91-A, II (a) at 9:38 AM. Seconded by Mr. Morrison. Roll call vote taken. 4-0-0 in favor, motion carried. Motion made by Mr. Milbrand to leave nonpublic session at 10:28 AM. Seconded by Mr. Morrison. Roll call vote taken. 4-0-0 in favor, motion carried. Motion made by Mr. Milbrand to seal the non-public minutes, seconded by Mr. Anderson. Roll call vote taken. 4-0-0 in favor, motion carried. Motion made by Mr. Anderson to adjourn public meeting at 10:32 AM, seconded by Mr. Morrison. All in favor. 4-0-0 in favor, motion carried.

Respectfully submitted,

Wendy Smith