

MINUTES
BRISTOL BOARD OF SELECTMEN MEETING
July 1, 2010

PRESENT: Selectmen Jeff Shackett, Phil Dion, Joe Denning, Don Milbrand; Assessing Assistant Christina McClay

At 6:00 PM, in Chairman Alpers absence, Selectman Shackett called the meeting to order.

Minutes

Selectman Denning motioned to approve the June 24, 2010 minutes as presented, 2nd by Selectman Milbrand, and upon vote of all four members present, the motion was passed with an all in favor vote.

Update on Peddlers/Vendors Permit

The Board reviewed the proposed changes to the Peddlers/Vendors Permit. Assistant McClay made the recommended changes from the May 13, 2010 Board of Selectmen's Meeting by creating two applications. One application for Non-Profits offers two options for the applicant of applying for a single permit at \$10 or a yearly permit at \$25. The second application for Individuals offers three options of applying for a single permit at \$25, a seasonal permit at \$50, or a yearly permit at \$100. The Board reviewed the options, recommending the following additional changes:

- Add a non-applicable check-off box to the Department Head approval page – this covers when a particular Department Head may not be required to approve the permit.
- Add a blurb that indicates that the Board reserves the right to waive the fees for non-profits upon request – this alleviates a concern that the fee may be taking money or benefits from non-profits. Therefore, this gives the non-profits the option to ask the Board to waive the fee.
- Add on the Individual application under the Seasonal Permit option the time frame “up to six (6) months.

Assistant McClay will update the change per above and also update the ordinance for Board approval. Selectman Milbrand motioned to accept the proposed Peddlers/Vendors Permit Applications as presented with the changes discussed, 2nd by Selectman Dion, motioned passed with an all in favor vote.

Street Lighting Project Public Hearing

Assistant McClay had the Service Agreement Under Energy Efficient Outdoor Lighting, the Smart Start Program Purchase Agreement and the Municipal Addendum to Smart Start Purchase Agreement updated, adding three additional lights as discussed at the June 3, 2010 Board of Selectmen's Meeting. The fourth light previously discussed on Riverdale was determined as already existing and not necessary for additional. The Board further discussed a new option offered as of July 1st called the Midnight Street Light Rate. This option allows for a new photo cell to be installed on selected street lights that will operate from dusk until midnight only. The Board would need to determine which street lights this could be applied to and the Agreements

would need to be updated. If the Board chooses to take advantage of this, the only fee is a \$20 fee for the photo cell as PSNH would already be scheduled to make the changes for all other street lights in Bristol. If the Board chooses not to participate until a later date, the fees would be \$170 per light. The Board agreed that they would like to move forward with the existing project. It was very difficult to previously determine what lights to remove; it would be just as hard to determine which lights to add to this Midnight Street Light Rate. Selectman Denning motioned to approve the current Service Agreement Under Energy Efficient Outdoor Lighting, the Smart Start Program Purchase Agreement and the Municipal Addendum to Smart Start Purchase Agreement, 2nd by Selectman Milbrand and passed with an all in favor vote.

Minot-Sleeper Library Billing

The Board reviewed the billing from the Bristol Police Department for the detail covering the Friends of the Library Plant Sale. The Board feels that they are a part of the community and the Town as a supporter of the Minot-Sleeper Library. Selectman Dion motioned to waive the invoice dated June 22, 2010 for \$258.00, 2nd by Selectman Denning, motion passed with an all in favor vote.

Cemetery Deed

Assistant McClay advised the Board of the receipt of a Quitclaim Deed. This deed is an original copy signed over by the Mitchell family to the Town, but no one on the Board or on the Staff was aware of the intent of this Deed or that it was even being submitted. The deed has not been recorded with Grafton County Registry of Deeds. The deed is for a .16 acre parcel on Old Stage Road that holds a small cemetery plot. The plot is for one Veteran. Selectman Shackett recommended that the Board take this under advisement, having Superintendent Bucklin look over the property and come back to the Board with more information. This item was tabled for approximately two (2) weeks.

Grant – Emergency Management

Paul Hatch from the Department of Safety, Emergency Management Division and Chief Steve Yannuzzi presented options for a grant through The Department of Safety, Division of Homeland Security and Emergency Management that was approved to purchase generators for the Fire Department and the Town Office buildings. This grant is a 50% match, which is given yearly on a first-come first-served basis. Paul Hatch advised the Board that there are three ways to handle the grant. One is to advance the money to the Town with a requirement that all work be completed within 30 days. Two is to do all of the work up front, sending invoices and getting reimbursed up to the 50% match. Third is a hybrid option where the Town would order the generators, submit invoices to FEMA who would then pay the Town, then the Town would pay for the equipment. There are also options for the 50% match on the Town's side, such as the cement pads or electrical installation being completed in house and used as "in kind". Another option was to resubmit the application to purchase only one (1) generator for one (1) building.

The Board feels that this grant and purchase of the generators is a worthwhile project, but are concerned that this project was not budgeted this year. They would like to hold off until budget season to fund, propose to the Budget Committee and reapply in 2011. Chief Yannuzzi will meet with the Capital Improvements Committee and also supply Selectman Milbrand with additional information and numbers.

Welfare Management

Human Services Director Marilyn Ford submitted a letter to the Board requesting their approval for a new database for welfare management. This system would allow for better tracking and management of welfare services. The current software, NH MAPS, will be replaced with GAP, General Assistance Program. Under the GAP system, the Welfare Office will be able to access information which lets them know if a client has received service elsewhere and why. The cost is \$190.00 for a minimum of three (3) years. Director Ford is recommending that the Board sign the Letter of Intent. Selectman Denning motioned to approve the chair to sign the letter of intent, 2nd by Selectman Milbrand, motion passed with an all in favor vote.

Selectmen's Items

Selectman Milbrand updated the status of the Borough Road Bridge. The jersey barriers will remain until the guard rails are installed. The Bailey bridge will be removed in the next week or two.

Selectman Milbrand, Selectman Denning and Superintendent Bucklin attended a meeting at the Central Street Bridge. This meeting discussed the "punch list" of issues with the Winterset Corporation and the status of the Central Street Bridge Project. There will be additional information about the possibility of the bridge being closed for two days when some of the "punch list" is being addressed.

Public Comments

Assistant McClay advised the Board that Chairman Alpers was hoping to have a work session at the next scheduled Board meeting. He would like to schedule the Town Administrator, the engineers, the Sewer to the Lake Committee and the Board together to discuss and plan the next step for the Sewer to the Lake Project. The Board agreed. Assistant McClay will get in touch with the Water/Sewer Department to schedule for July 8, 2010 at 6:00 PM.

Chief Yannuzzi updated the Board that Hillside Avenue will be closed for a small period of time to complete some construction with water upgrades. Assistant McClay asked the Chief to forward this information so that it could be posted on the website, in the Town Crier and on the TV Channel if possible.

At 6:45 PM, upon motion by Selectman Denning, 2nd by Selectman Milbrand, the Board voted to enter into a non-public session under RSA 91: A; Personnel, with an all in favor vote.

At 8:14 PM, upon motion by Selectman Denning, 2nd by Selectman Dion, the Board voted to exit the non-public session and return to a public session, with an all in favor vote.

The Board reviewed the cash flow reporting, assigning Town Administrator Capone to review upon his arrival. Assistant McClay will also print new expenditure reports for the Board.

At 8:15, upon motion by Selectman Denning, 2nd by Selectman Dion, and upon vote of all four members present, the meeting was adjourned.

Respectfully submitted,

Christina McClay
Assessing Assistant

Rick Alpers, Chairman

Jeff Shackett, Vice-Chairman

Joe Denning, Selectman

Don Milbrand, Selectman

Phil Dion, Selectman