

**MINUTES  
BRISTOL BOARD OF SELECTMEN MEETING  
August 26, 2010**

**PRESENT:** Chairman Rick Alpers; Selectmen Jeff Shackett, Phil Dion, Joe Denning, Don Milbrand; Town Administrator Michael Capone; Assessing Assistant Christina McClay

At 6:01PM, Chairman Alpers called the meeting to order.

**Minutes of August 12, 2010**

Selectman Denning motioned to approve the August 12<sup>th</sup>, 2010 minutes as presented, 2<sup>nd</sup> by Selectman Dion, the motion passed 4-0 in favor vote.

**Bristol/ Blueberry Shores Escrow Account**

Town Administrator Capone reviewed the request by Fred Eichman of Blueberry Shores regarding tree removal. Per the escrow agreement, the trees should have been removed by 9/1/10. The request is seeking an extension until 12/1/10 to complete the tree removal. Motion approved with roll call vote, 5-0 all in favor of extending the agreement.

**Cemetery Deeds**

This item was not ready for discussion. The Board agreed to postpone this item until September.

**Signing of the MS-5**

Town Administrator Capone provided the Board with the completed MS-5 for signing as the form was due back in the spring into the Department of Revenue. The Board reviewed and signed the MS-5.

**Draft Audit**

The Board requested more time to review the draft audit before the meeting on September 9<sup>th</sup> with the auditors. Selectman Shackett indicated he had concerns about depreciating fixed assets within the Town.

**TTCC Waiver Request**

The Tapply-Thompson Community Center (TTCC) submitted a request to have the non-profit permit application fee waived for Old Home Day. Selectman Denning motioned to waive the fee, 2<sup>nd</sup> by Selectman Milbrand. The Board voted 4-0 in favor of waiving the fee, with one abstention from Selectman Dion.

**2010-2011 Fuel Bid**

Executive Assistant Lacasse submitted a memo to the Board which outlined the results of the fuel bid sent out in July. Three bids were received from Fuller Oil Company, Stafford Oil Company and Huckleberry Propane & Oil. Fuller submitted the lowest bid at \$2.37 per gallon with a lock-in rate from October 1, 2010 through September 30, 2011. The Board discussed rack pricing versus lock-in rate and fluctuation in the market prices. Selectman Shackett stated that

the lock-in rate is better for budgeting purposes. Selectman Denning thought there could still be some savings such as past years with rack prices. Chairman Alpers added that Fuller is familiar with the Town's service needs. Selectman Shackett motioned to accept Fuller's bid with a lock in price of \$2.37 per gallon, 2<sup>nd</sup> by Milbrand. The motion passed in a vote of 5-0 with all in favor.

Chairman Alpers reviewed the other bids received: Stafford Oil Company's bid was \$2.47 per gallon. Huckleberry's bid was \$2.45 per gallon.

### **Draft Budget Committee Schedule**

Town Administrator Capone reviewed the draft Budget Committee Schedule with the Board. Meetings begin October 4<sup>th</sup> with Town Departments. Selectmen emphasized the importance of communication with the Budget Committee will help the process this year. The Board of Selectmen is scheduled to meet with the Budget Committee on December 13<sup>th</sup>. Selectman Milbrand added that it was great to see the cooperation between CIP and Budget Committees.

### **Selectmen Items**

Selectman Denning spoke with the Hydro Plant Manager about concerns with the tarp from the Mica Building falling into the river. Selectmen Denning spoke with Superintendent Bucklin about this.

Selectmen Denning has been working with Boyd Smith on the Cummings Beach Plan. The plan to correct problem areas at Cummings Beach is being reviewed by DES. If the project is done as maintenance, the fees are approximately \$300 as a Wetlands and Shoreline Protection Permit. However if the project is done as a renovation, the fees may be as much as \$1,900. Selectmen Denning stated that they are waiting on DES to determine what the fees will be for the project. Superintendent Bucklin has been obtaining quotes for the project.

Selectman Denning discussed the Town's need for a signatory person on this project and motioned to appoint Mike Vignale, of KV Partners LLC. 2<sup>nd</sup> by Selectman Milbrand the Board voted 5-0 to appoint Mike Vignale.

Selectman Denning was approached by the Catholic Church regarding police presence before and after services. The quote was for \$1,600 for summer service coverage. Selectmen Denning stated he has difficulty acknowledging this amount by a church. The presence of a police officer is determined by the Chief of Police and was recommended due to the high volume of traffic during the summer months. Selectman Shackett inquired as to the actual cost of having an officer present. Chairman Alpers asked to have the Church submit this request in writing for further consideration.

Selectman Shackett inquired on the payment of a cable bill from the welfare department. He further stated that he felt this was a luxury and that the Town is not responsible for paying cable bills. Town Administrator Capone clarified that there is an RSA which allows cable to be considered as a necessary expense at the discretion of the welfare administrator. After discussing the item, the Board refused to approve the bill.

Selectman Milbrand indicated he would like to meet with Ray Courchaine, Media Manager regarding inquiries from other Towns to use cable channel 24.

Chairman Alpers publicly thanked Christina McClay for her assistance while Ms. Lacasse was out on maternity leave this summer. The Board also recognized the Town Office staff for their help over the summer.

**Special Town Meeting 8/28/10**

Chairman Alpers inquired on the presentation and set up for the Special Town Meeting scheduled on Saturday. Town Administrator Capone stated that Kevin Olson would be doing a presentation at the meeting followed by Burt Williams. A handout will be provided to everyone.

**Other Business**

Town Administrator Capone updated the Board on various meeting notices he received, Smith River Bank Stabilization project and Central Street Bridge update.

At 6:39PM upon motion by Selectman Milbrand, 2<sup>nd</sup> by Selectman Denning, the Board voted to enter into a non-public session per RSA 91-A by roll call vote of 5-0.

Respectfully submitted,

Kelly Lacasse  
Executive Assistant

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Rick Alpers, Chairman

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Jeff Shackett, Vice-Chairman

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Joe Denning, Selectman

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Don Milbrand, Selectman

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Phil Dion, Selectman