

MINUTES
BRISTOL BOARD OF SELECTMEN
December 7, 2010

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

At 5:24 PM Chairman Alpers called the meeting to order.

Chairman Alpers asked for a motion to approve the minutes of the November 18, 2010 meeting. There was a motion by Selectman Milbrand to approve the minutes as written. The motion was seconded by Selectman Denning. The Board voted 5-0 in favor of the motion.

Town Administrator Capone asked the Board to consider who was going to write their 2010 report. After a brief discussion, Chairman Alpers agreed that he would work on the submission with the assistance of the Town Administrator.

The Town Administrator also asked the Board to give some consideration to candidates for the report dedication.

2011 Operating Budget – Work session

Town Administrator Capone provided the Board members with copies of the latest budget worksheet and a draft of the 2011 operating budget. The worksheet was designed to provide some guidance to the Board as to how the 2011 proposed operating budget aligned with the 2010 budget. It also included more detail with regard to some of the adjustments to the budget the Board had discussed previously.

Chairman Alpers asked the other Board members if it was still their intent to keep the 2011 operating budget in line with the 2010 budget. The other Board members indicated that they would like to continue to work toward that objective.

The Board went through the budget and made a number of adjustments resulting in an overall reduction of more than ninety thousand dollars to the proposed bottom line for 2011. Adjustments were made in the legal, personnel administration, general government, highway, solid waste, land use and social services sections of the 2011 budget.

The Town Administrator commented that he had been working with the Police and Fire Chiefs to come up with further reductions in their budgets. They had provided him with some options for consideration, but were not able to provide specifics at this time because they are waiting for additional information that may affect various budget lines. The Board asked that the Town Administrator continue to work with Police and Fire on additional adjustments that would further lower the 2011 operating budget and bring it in line with the 2010 operating budget. The Town Administrator indicated that he would prepare a revised budget for the Board and the Budget Committee based on the recommendations from tonight's meeting and his subsequent discussions with the Police and Fire Departments.

At 7:20 PM Selectman Denning made a motion to adjourn. The motion was seconded by Selectman Milbrand and voted 5-0 by a roll call vote.

Respectfully submitted,

Michael Capone
Town Administrator

Rick Alpers, Chairman

Jeff Shackett, Vice-Chairman

Joe Denning, Selectman

Don Milbrand, Selectman

Phil Dion, Selectman