

**MINUTES**  
**BRISTOL BOARD OF SELECTMEN**  
**December 14, 2010**

**PRESENT:** Chairman Rick Alpers; Selectmen Joe Denning, Don Milbrand; Town Administrator Michael Capone, Dave Carr, Jeff Chartier, Juanita Gilman and Burt Williams

At 6:03 PM Chairman Alpers called the meeting to order. He thanked the members of the Sewer to Lake Committee who were present for attending the meeting this evening.

Chairman Alpers noted that the purpose of the meeting this evening was to discuss the RFP's received from the three firms who responded and decide which firm, if any, we should pursue discussions with. He wanted to hear from members of the Committee as well as the Board.

Burt Williams commented that he thought Alcalde and Fay would be our best option. He felt that they had submitted a good proposal and appeared to have a good record at securing funding for water and sewer projects.

Chairman Alpers agreed that they seemed to be the best option.

Selectmen Denning commented that he had received good comments from the people he had spoken with regarding the firm. He felt that there was sufficient support for the project and that we should pursue discussions with Alcalde and Fay.

Dave Carr noted that it was a project worth considering and felt we should draft a list of questions prior to meeting with the firm to flush out details as to what they could provide.

Selectman Milbrand commented that he thought we should set a timeline for the agreement.

Selectman Denning thought we should give it at least one year.

Jeff Chartier agreed with the idea of having a one year agreement in place. He felt he had sufficient funds in place in the capital reserve to pay for the agreement.

Chairman Alpers asked if all present were in agreement that we should contact Alcalde and Fay and have them come up for a meeting. Everyone answered in the affirmative. Chairman Alpers asked the Town Administrator to contact Alcalde and Fay and set up a meeting here for the second or third week in January. Chairman Alpers also asked the Town Administrator to contact some of the references prior to the meeting.

At 6:40 PM Selectman Denning made a motion to adjourn. The motion was seconded by Selectman Milbrand and voted 3-0 by the Board members present.

Respectfully submitted,

Michael Capone  
Town Administrator

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Rick Alpers, Chairman

Absent \_\_\_\_\_  
Jeff Shackett, Vice-Chairman

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Joe Denning, Selectman

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Don Milbrand, Selectman

Absent \_\_\_\_\_  
Phil Dion, Selectman