

**MINUTES  
BRISTOL BOARD OF SELECTMEN  
January 13, 2011**

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

Chairman Alpers called the meeting to order at 6:04PM.

Chairman Alpers asked for a motion to approve the minutes of January 6<sup>th</sup>, 2011 meeting. There was a motion by Selectman Denning to approve the minutes as written. The motion was seconded by Selectman Shackett. The Board voted 5-0 in favor of the motion.

**2011 Water and Sewer Rates**

Jeff Chartier discussed the proposed 2011 Water and Sewer rates with the Board. There is an increase in the proposal for the additional costs associated with materials and service. This increase will be implemented in the hook-on fees. Selectman Shackett motioned to approve the 2011 Water/Sewer fees, 2<sup>nd</sup> by Selectmen Milbrand. The motion was approved in a 5-0 vote by the Board.

**Downtown Improvement Plan & Water/Sewer Upgrades**

The proposal for Downtown Improvements would like to include upgrades as part of the project. Mike Metcalf, from Underwood Engineering was present to discuss funding options with the Board. Jeff Chartier stated that he would like to have the upgrades paid for by user fees, not taxation. The Board discussed bond versus loan options and which would be the best approach for the project.

Mike Metcalf stated that the current water system structure is outdated and inadequate. The system is in need of much larger pipes for the water system. They estimate the age of the system to be more than 40 years. Mr. Metcalf discussed the scope of the project with the Board. Funding options from grants, bonds, DES or Rural Development were all discussed. The Board agreed to proceed with the surveying of the project while exploring grant funding possibilities.

Mr. Chartier scheduled a tour of the plant with the Board on January 28<sup>th</sup> at 1:30PM. They will extend this offer to the Budget Committee as well.

The Water/Wastewater Department will be sending out revised seasonal notifications that references fees on the cards now.

**Idling Policy**

The Energy Committee has proposed an idling policy for Town vehicles. The Town Administrator has sent a copy of the proposed policy to the Fire, Police, Highway and Water and Sewer heads for their review and comment. The Board will review at a later date once feedback from those departments has been provided.

**Ambulance Fees**

Chief Yannuzzi submitted a memo to the Board requesting to rescind the policy which charges non-mutual aid participants a \$750 fee per incident to that Town. The Chief stated that Lakes Region Mutual Aid is working on a new policy. The Board discussed issues with the policy and concerns with other Towns using Bristol as a primary provider for response calls. Selectmen Denning opposed doing away with the policy as he felt something needed to be in place to prevent other non-participating towns from relying on Bristol with no costs attached. Selectman Milbrand motioned to rescind the policy, 2<sup>nd</sup> by Selectmen Dion with the stipulation that should this become an issue again between towns, the Board will revisit the policy. Upon vote of the Board 4-1 with Selectmen Denning opposed.

**Appointment to Conservation Commission**

The Conservation Commission reported a resignation to the Board. The vacancy will be advertised on the Town Website, Town Crier and Channel 24.

**Winterfest- NLRA**

The Newfound Lake Region Association is sponsoring a Winterfest Event on Saturday February 26<sup>th</sup>, 2011 from 10AM- 3PM at the Slim Baker Lodge. There will be various activities for all ages. The Board discussed the need for an assembly permit. Based on the details on the event, the assembly permit will be required to be completed. The Board also discussed parking concerns in the area and that the Police and Fire Chief's should be notified about the event details. Chairman Alpers motioned to waive the permit application fee, 2<sup>nd</sup> by Selectman Milbrand. Upon vote of the Board, motion approved 5-0.

**E-911 Updates**

Town Administrator Capone has been in contact with E-911 concerning the mapping program. The new system provides current location information for each call. A memo from E-911 was reviewed. Selectmen Shackett motioned to enroll in the E-911 Mapping Project, 2<sup>nd</sup> by Selectmen Denning and by a 5-0 vote of the Board.

**Warrant Articles**

Town Administrator Capone put together an outline of warrant articles for the upcoming Town Meeting. There were six CIP warrant articles which the Board decided not to have on as warrant articles. Financing options for the ambulance article were discussed.

The Library Warrant Articles will be discussed at the next meeting with the Library Trustees.

**Selectmen's Items:**

Selectman Shackett commented on the great job the Highway Department did during this last storm.

Selectmen Denning suggested moving Selectmen meetings to a different night this summer so they could attend the concert series.

Selectman Shackett met with Chief Lewis concerning the resources spent from Bristol Police Department at Newfound Regional High School. There have been a high number of calls responded to at the high school this year which have become more involved investigations. Chief Lewis will sort out the data and discuss with the Board for a future meeting with the School Board.

Selectmen Milbrand suggested having art students at the school design signs for recycling in Bristol.

**Other Business:**

Town Administrator Capone discussed the ETAP Program recommendations with the Board. He also indicated that JLMC will be holding a meeting on January 20<sup>th</sup> at the Fire Department.

With no further business before the Board, at 7:57PM Selectman Denning motioned to enter into non-public session to discuss legal and personnel matters, 2<sup>nd</sup> by Selectman Dion, the motion passed by a roll call vote 5-0.

Respectfully submitted,

Michael Capone  
Town Administrator

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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

