

MINUTES
BRISTOL BOARD OF SELECTMEN
February 24, 2011

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

Selectman Denning arrived at 6:36PM.

Also present, Library Trustees Wendy Costigan, Barbara Greenwood and Library Director, Sharon Warga.

Chairman Alpers called the meeting to order at 6:05 PM.

Minutes of February 10, 2011

The Board reviewed the minutes of the February 10, 2011 public and non public sessions. Selectman Milbrand made a motion to accept the minutes. The motion was seconded by Vice Chairman Shackett. Selectman Dion noted that his name was not listed as being present. The Town Administrator made a note to add his name to the minutes. The Board voted 4-0 in favor of accepting the minutes as amended.

New Library Director:

Library Trustees Wendy Costigan and Barbara Greenwood were present to introduce the recently appointed Library Director, Sharon Warga. Sharon had been selected by the Trustees from more than a dozen applicants and began work on February 9th. Sharon provided the Board some brief background with regard to her library work at the UNH School of Law and Yale University. The Board welcomed Sharon and she and the Trustees discussed their plans for the Library expansion and the upcoming Town Meeting.

The Trustees also mentioned that the Fire Chief and the State Fire Marshall would be inspecting the Library on Tuesday, March 1st. The Fire Marshall's office had received an anonymous complaint with regard to perceived safety concerns with the existing Library. The Town Administrator commented that he had spoken with the Fire Chief regarding this matter. The Chief had explained to the Fire Marshall what the present conditions were at the Library and the steps both he and the Trustees had taken to date with regard to addressing any existing concerns. The Fire Marshall indicated that it appeared that the efforts to date had been carried out in proper fashion, but it would be useful to come up and look at the facility to discuss the next steps.

The Board thanked the Trustees and the Library Director for stopping in. At that point, Wendy, Barbara and Sharon left the meeting.

Review of Hebron MOU:

The Town Administrator asked if the Board had any additional comments with regard to the changes made to the Draft of the Memorandum of Understanding (MOU) with Hebron. The Hebron Board of Selectmen had reviewed the revised draft and had no additional questions. The Town Administrator also mentioned that he had spoken with both NHDES and the Concord Solid Waste Regional COOP regarding the process and there were no additional concerns to address.

The Board had no additional questions. Vice Chairman Shackett made a motion to authorize Chairman Alpers to sign the MOU on behalf of the Board and forward it to the Hebron Board of Selectmen for their signature. The motion was seconded by Selectman Dion and the Board voted 5-0 in favor of the motion.

The Town Administrator mentioned to the Board that he had been having some conversations with a number of people regarding a possible change to operating hours at the Transfer Station. One of the possibilities under discussion was changing one of the weekdays from 8-4 to 12-8 during the summer hours to afford more after work access to the station and offload some of the traffic from Saturdays. After a brief discussion, the Board instructed the TA to explore implementation of that possible change.

Discussion of Project List for Alcalde and Fay:

The Town Administrator asked the Board members if they had any additional projects to add to the draft list he had prepared for Alcalde and Fay. The Town Administrator noted that Selectman Denning had sent him some additional items which were now on the list that had been distributed to the Board members for review.

The Board members had nothing to add to the list. The Town Administrator mentioned that he was preparing a narrative explaining each of the projects on the list to submit to Jim Davenport to assist him in looking for funding for the Town.

Review/Discussion of Revised Land Use/Code Enforcement Officer Job Description:

The Town Administrator asked if the Board had any additional comments or questions regarding the revised job description for the Land Use/Code Enforcement Officer (LUCE) he had sent them for review. Selectman Denning expressed a concern that it seemed like a lot for a part time position. The Town Administrator noted that given the low demands on that office, he, Kelly and Christina have been able to handle any of the requests coming in. The purpose in doing the review at this time was to have someone in place prior to things picking up in the spring.

Selectman Shackett asked about contacting another Town to see if they want to share a LUCE. The Town Administrator commented that he had some discussion about that option and would pursue it with other Towns in the area.

Selectmen's Items:

Selectman Milbrand mentioned that he would like to write up something for the Town Crier providing more detail on the intent of the Police Revolving Fund warrant article. He also thought it would be good to have something written for each of the other articles as well. Chairman Alpers expressed a concern that the article should just present information and not an opinion. Selectman Milbrand felt that he could provide a fair explanation. Chairman Alpers suggested that he provide something for the Town Administrator to review prior to sending it to the Town Crier.

Town Administrator's Report:

The second bill SB156 would authorize retail vehicle dealers to act as agents of the division of motor vehicles in the issuance of vehicle titles and registrations. The Town Administrator noted that in reviewing the bill it appeared that there would be no loss of revenue to the Towns if this were enacted, but he would continue to monitor things.

The Town Administrator provided the Board with updates on two pieces of legislation that were active in the Legislature. Senate Bill 133 had been proposed to reestablish the recently expired pole tax exemption for phone companies. The Board expressed their concern that it was important to not reestablish the exemption and suggested that the Town Administrator contact State Senator Forrester to make her aware of their opposition to the bill.

The Town Administrator mentioned that he had just received authorization from NHDOT to proceed with the Qualifications Based Selection (QBS) process to select a consultant to conduct the design work on the Transportation Enhancement (TE) project. The goal was to have something ready to send out next week.

Non-Public: RSA 91-A:3b and 91-A:3d:

With no further business before the Board, at 7:01PM Selectman Milbrand motioned to enter into non-public session to discuss legal and personnel matters, 2nd by Selectman Denning, the motion passed by a roll call vote 5-0.

Respectfully submitted,

Michael Capone
Town Administrator

Rick Alpers, Chairman

Jeff Shackett, Vice-Chairman

Joe Denning, Selectman

Don Milbrand, Selectman

Phil Dion, Selectman