

MINUTES
BRISTOL BOARD OF SELECTMEN
July 11, 2011

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

Also present, State Senator Jeanie Forrester, County Commissioner, Omer Ahern, Executive Director of the Pemi-Valley Habitat for Humanity, Brian McCarthy and Joia Hughes.

Chairman Alpers called the meeting to order at 6:03 PM.

Minutes of June 23, 2011

The Board reviewed the minutes of the June 23, 2011 public and non public sessions. Selectman Denning made a motion to accept the minutes. The motion was seconded by Vice Chairman Shackett. The Board voted 4-0 in favor of accepting the minutes as written.

State Senator Jeanie Forrester:

State Senator Jeanie Forrester was present to meet with the Board and take questions. She spoke about the budget process and some of the tough decisions the Senate and House had to make with regard to the budget. She mentioned that presently she is working with the Public Utilities Commission and Public Service of New Hampshire to set up agreements for the wood burning power plants in the area to continue to provide power. Senator Forrester mentioned the work she has done on HB648 which addresses the issue of eminent domain. She had concerns with the impact of the Northern Pass project on private property rights and has worked on this bill in an effort to protect those rights.

Chairman Alpers asked the Town Administrator if he wished to discuss the issues that had recently come up with respect to the changes to the retirement system. Town Administrator Capone mentioned that recent directives he had received from the State Retirement System were not consistent with what his understanding had been with regard to retirement funding. He mentioned that he had asked the Senator to look into the matter in a prior conversation.

Senator Forrester provided the Board with an overview of the retirement reforms as she understood them. There was continued discussion with regard to the rates currently in place and how the State budget would address the needs of the Towns. She mentioned that she would speak with Senator Bradley and get back to the Town Administrator with answers to his concerns.

Chairman Alpers expressed concern with regard to the recent Tax Cap legislation. Senator Forrester voted in favor of it. He noted that the legislative body (our residents) was our "tax cap" and that the legislation was not necessary. Chairman Alpers asked if the Senator would support repealing this legislation. She mentioned that it was enabling legislation and that she had heard from a lot of folks who wanted it. Representative Shackett mentioned he thought it was intended for more of a representative form of government rather than traditional Town Meeting. Senator Forrester mentioned that the bigger cities favored it, but if we wanted to work on modifying the bill she would do what she can to help.

The Board reviewed some of the projects underway in Town. Senator Forrester offered her support for our economic development efforts and agreed to work with the Town Administrator to assist in retaining existing businesses and attracting new ones.

Chairman Alpers thanked Senator Forrester for attending.

Public Hearing on CDBG Application by the Pemi-Valley Habitat for Humanity:

Joia Hughes and Brian McCarthy were present for this portion of the meeting. Chairman Alpers opened the Public Hearings at 6:41 PM on a Proposed Housing and Public Facilities Grant for up to \$500,000, to readopt Bristol's Housing and Community Development Plan and to readopt Bristol's Residential Anti-displacement and Relocation Plan. Joia explained that Community Development Block Grant funds are available to municipalities for economic development, public facility and housing rehabilitation projects and feasibility studies that primarily benefit low and moderate income persons. The Town of Bristol is eligible to apply for \$500,000 each calendar year for public facility/housing rehabilitation, and economic development projects, as well as emergency funds. Planning Study funds are available for up to \$12,000 per year. Joia noted that a handout was available describing the process.

Community Development Block Grant funds would be applied for to assist with the purchase of land and the related infrastructure improvements needed to support the construction of four new single family homes by the Pemi-Valley Habitat for Humanity. Homes will be made available to low and moderate income families eligible for the Habitat program. Homes are made affordable by utilizing volunteers, donated goods and 0% interest mortgages to the families. Mr. McCarthy explained how the land was acquired and the challenges with regard to site development costs that has led to them requesting sponsorship from the Town for the CDBG grant.

This project conforms to Bristol's Housing and Community Development Plan's Goals.

Chairman Alpers asked for comments from the public. There was no public comment on the application and the supporting documentation. Chairman Alpers closed the public hearing at 6:47 PM.

Chairman Alpers asked for questions from the Board. There were none. Vice Chairman Shackett made a motion to readopt the Housing and Community Development Plan. Selectman Denning seconded and the Board voted 4-0 in favor of the motion. Vice Chairman Shackett made a motion to readopt the Residential Anti-displacement and Relocation Plan. Selectman Denning seconded and the Board voted 4-0 in favor of the motion. Joia asked if Chairman Alpers would be available to sign the application on or before July 25. Chairman Alpers asked Joia to contact the Town Administrator when the documents were ready and he would come in and sign them. Mr. McCarthy thanked the Board for their support.

Review of Fuel Bids:

The Town Administrator and the Board reviewed the three fuel bids that had been received. There was considerable discussion with regard whether or not this is the best time to lock in a price on fuel. The Board agreed to not act on the bids and revisit the issue later in the year and consider rack plus pricing.

County Commissioner Omer Ahern:

County Commissioner, Omer Ahern was present to make sure the lines of communication remain open between the Town and the County. He reviewed the services provided by the County and some of the facilities they operate. He described the new corrections facility, the farm and woodlands operation and provided the Board with an update on some of the other activities within the County. Commissioner

Ahern mentioned that a series of performance audits will be done. The cost for the audits is \$40,000. Commissioner Ahern mentioned that he felt the audits were long overdue. Chairman Alpers expressed his concern with the audits in that a lot of them end up on the shelf and do not get acted on. He feels that the Department head structure at the County is very good and the extra expense is not needed. Chairman Denning felt the audit is a good idea if the recommendations were acted on. Commissioner Ahern said that he would work to see that happen. He thanked the Board for their time and Chairman Alpers thanked the Commissioner for attending.

Selectmen's Items:

Kerry Mattson was present to request assistance from the Fire Department with watering the new football field at the high school. Selectman Denning mentioned that he had spoken with Chief Yannuzzi about the field and the Chief was willing to do some of the watering. Kerry mentioned that he had spoken with other district fire departments about watering and they were all willing to help. The Board asked if the school had some type of system in place. They do not. The Board agreed that it was a good idea and would ask the Chief to work it into his Tuesday night training.

Chairman Alpers asked Mr. Mattson if the Rotary would be willing to supply picnic tables for the new park area if the Warrant Article passes next week. Mr. Mattson said he would speak with the rotary about it.

Selectman Shackett expressed some concern with regard to the condition of the Homeland Cemetery. The Board discussed the issues surrounding the cemetery and thought it might be useful to reach out to the Trustees at some point and see if and how the Town should help.

Selectman Shackett also asked about beach maintenance. He wanted to know if the Highway Department would be maintaining the beaches on a weekly basis or would they be maintained by the beach attendants. Chairman Alpers felt that the highway crew should do maintenance at least one day during the week. The other Board members agreed that this would be a good idea. The Town Administrator mentioned that he was trying to develop a checklist system to give the beach attendants more direction as to what they should do on a daily basis. This would include daily cleaning. If that is not sufficient, then he would speak to the Highway Department about doing weekly maintenance.

Selectman Shackett also asked about the status of the library project. He wanted to be sure that the project goes out to bid. Selectman Denning mentioned that their recent actions were an effort by the Trustees to respond to some of the concerns raised at Town Meeting and the desire for it to be a local project. The Town Administrator mentioned that the Trustees had spoken with other project management groups prior to making a decision. Selectman Shackett was concerned that Town money was being spent on aspects of a project that has not gone out to bid. The Town Administrator mentioned that at this point it was his understanding that no Town money had been spent on this project to date.

Town Administrator's Report:

The Goal setting session could be scheduled for Thursday , September 15, 2011. The Town Administrator asked the Board members to check their schedules and let him know if that date worked for them so he can schedule the session.

The Town Administrator asked if the Board members had any specific agenda items for the Summer Town Meeting on Saturday, July 23 at 9AM in the Old Town Hall. Chairman Alpers mentioned that there should be department updates and also updates on some of the projects going on around Town.

The Town Administrator reminded the Board that the Special Town Meeting was Wednesday evening, July 20 at 7PM in the Old Town Hall. Selectman Shackett mentioned that we should work to get folks there. Chairman Alpers agreed to make the initial presentation of the article and asked the other Board members to comment as necessary.

The Town Administrator asked for some clarification from the Board with regard to downtown parking permits. He asked if the Board had established specified parking locations. Selectman Denning recalled that the Highway Superintendent would determine the areas to be used for tenant parking. Rick recalled that some of the parking would be near the cannon and would have to move to other areas during snow emergencies. The Town Administrator will speak with the Highway Superintendent to see what areas are set aside for tenant parking.

Non-Public: RSA 91-A:3 (c)

With no further business before the Board, at 8:06PM Selectman Milbrand motioned to enter into non-public session under **RSA: 91- A:3 II (c)** to discuss a personnel matter, 2nd by Selectman Denning, the motion passed by a roll call vote 4-0.

Respectfully submitted,

Michael Capone
Town Administrator

Rick Alpers, Chairman

Jeff Shackett, Vice-Chairman

Joe Denning, Selectman

Don Milbrand, Selectman

Phil Dion, Selectman

