

MINUTES
BRISTOL BOARD OF SELECTMEN
September 29, 2011

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

At 6:10 PM Chairman Alpers called the Bristol Board of Selectmen's meeting to order.

Minutes of September 22, 2011

The Board reviewed the minutes of the September 22, 2011 public and non public sessions. Selectman Denning made a motion to accept the minutes as written. The motion was seconded by Vice Chairman Shackett. The Board voted 5-0 in favor of the motion.

Approval of Provan and Lorber Agreement for Pemi Valley Habitat for Humanity Project

The Board reviewed the agreement from Provan and Lorber to provide engineering services to meet the requirements of the CDBG to complete a planning study for the Pemi Valley Habitat for Humanity Project on Route 3A. After a brief discussion, Vice Chairman made a motion to approve the agreement and authorize Chairman Alpers to sign on behalf of the Board. The motion was seconded by Selectman Denning and passed by a 5-0 vote of the Board.

Employee Appreciation Day

The Board reviewed the logistics for employee appreciation day. Chairman Alpers commented that everything for the event had been obtained through donations and especially wanted to thank Jeff Shackett of Shackett's Market and Greg Gorski of Bristol Shop and Save for their contributions.

2012 Budget

The Board had a general discussion with regard to the 2012 Budget. There was considerable discussion with regard to what options to explore for health insurance. Town Administrator Capone mentioned that a Request for Proposal was going out to a number of carriers to solicit information with regard to available plans. Once this information is obtained, a more focused discussion could take place as to what options should be considered for the Town.

There was a brief discussion with regard to what items were being presented in the Capital Improvements Program (CIP). The Town Administrator mentioned that the CIP Committee would be attending the October 13 meeting of the Board to present the plan for 2012-2021.

The Town Administrator asked if the Board would like to propose an increase in employee wages for 2012. After some discussion the Board suggested an increase of 2% be added to the draft budget.

The Town Administrator informed the Board that he would have the first draft of the budget ready for the Budget Committee meeting on October 3. He noted that this draft will consist of taking all of the budgets received from the departments and incorporating them into one spreadsheet in a consistent format. This will better facilitate review and discussion going forward as everyone will be working from the same document.

With no further business before the Board, at 8:05 PM Selectman Milbrand motioned to adjourn. The motion was seconded by Selectman Denning and 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