

MINUTES
BRISTOL BOARD OF SELECTMEN
November 17, 2011

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

At 6:00 PM Chairman Alpers called the Bristol Board of Selectmen's meeting to order.

Minutes of November 3, 2011

The Board reviewed the minutes of the November 3, 2011 public and non-public sessions. Selectman Denning made a motion to accept the minutes as written. The motion was seconded by Selectman Milbrand. The Board voted 5-0 in favor of the motion.

Revaluation Update with Commerford, Nieder and Perkins

Chairman Alpers reviewed the process of the town-wide revaluation which is nearing completion. Phil Bodwell, Assessor with Commerford Neider and Perkins (CNP) and George Sancoucy of Engineering and Appraisal Services were introduced. Mr. Bodwell updated the Board on the status of the revaluation process indicating that they had approximately 60 hearings with property owners to review their assessments. The overall assessments are approximately down 16-18% in value although Mr. Bodwell indicated this is not a final figure. Lake front properties did not see the same drop in assessments. Every property in Bristol was visited and re-measured.

Department of Revenue Administration – Sam Greene

Sam Greene from the Department of Revenue Administration (DRA) discussed options for setting the property values. This information is taken from the property tax cards. He added that having the building permit applications come in to the Assessing Office is helpful in the process.

Tax cards are more accurately reflected with current information now because of the work done by CNP. Mr. Greene added the importance of field reviews in the process. The change in software over to Avitar had affected the property tax card basis.

George (Skip) Sancoucy – Engineering and Appraisal Services on Utilities

A formal report will be provided to the Town with information on the utility base in Bristol. Forms will also be filed with DRA by Mr. Sancoucy. He estimates \$20 million in utility property within Bristol which is an increase although property assessments decreased. The increased value in utility property is due to rate increases in utilities. Each new pole or addition by Public Service of New Hampshire (PSNH) or New Hampshire Electric Co-Op (NHEC) results in earnings increase by those companies. A letter summarizing utility values was reviewed. FairPoint Communications values and exemptions were discussed. Bristol's values on FairPoint property was estimated at \$827,000 for poles and conduits and \$706,000 for right-of-ways.

PSNH received an increase because of the increased electricity rates and the Ayer's Island Dam improvements.

Newfound Hydro-Electric Plant values were reviewed and recommended at \$3 million of which \$2.5 million was settled through litigation. The property was recently sold in October. Mr. Sancoucy stated he offered the owner of Newfound-Hydro a settlement of \$3 million which was turned down.

Mr. Sancoucy recommended (??I have no idea what he is talking about here—he is using abbreviations which I have no knowledge of)

Department of Revenue Administration – Sam Greene

Mr. Greene commented on the oversight of Assessing contracts with firms over the last five years. Spot checks on field work that were completed which turned out fine. Field inspections were reviewed as well to ensure that data is being verified. Hearings with property owners and CNP were also reviewed for fairness. Taxpayers were satisfied with results based on the observations. Items still to be completed by DRA include review of sales versus non-sales for consistency, complete verification of sales, and a review of the assessor's practices through revaluations. A final letter will be provided upon completion of this process.

Selectmen Items

Selectmen Denning discussed the community service signs throughout Town which are in need of repair. The Leo's Club has been working on replacing these signs and would like to use the Old Town Hall for the work over a few weeks time.

Vice Chairman Shackett inquired on the lighting at the Transfer Station due to the later hours.

Town Administrator's Report

Town Administrator Capone discussed the need for additional lighting due to the later hours. There is a need for more lighting due to safety concerns. There are four areas in need of lighting: targeted lighting for both dump stations, the electronics area, and the traffic area. Mark Chevalier commented on the variety of hours and how this impacts the users. Lighting from Route 104 to Ayers Island Road is non-existent as well as the lower Transfer Station and this presents a safety issue. He requested the Board consider a proposed schedule for the Transfer Station. Memorial Day through Columbus Day operate from 8AM through 6PM on regular business days which requires additional hours. Vice Chairman Shackett and Selectman Denning commented that this would be a good schedule to accommodate everyone. Selectman Denning commented on the need for road work to be done to Ayer's Island Road. Chairman Alpers stated this conversation was brought up before and options were reviewed.

The Board discussed funding the additional hours. Selectman Denning inquired on revenue received into the Transfer Station. Town Administrator Capone reviewed options for the lighting in order to address concerns over safety. Chairman Alpers suggested closing down the evening hours and studying the needs for the area before spending the money.

Town Administrator Capone and Mark Bucklin will be meeting with Sean Sweeney of Headwater's Hydrology and FEMA next week to do a final walk through on the Smith River project.

Town Administrator Capone reviewed an email from LRPC for bike and pedestrian path submissions. A discussion on the Central Square submissions took place and a site review will occur next week.

Inquiries on the remaining properties for sale have resulted in requests for perc testing property on Brookwood Park. This will be allowed under supervision.

An update on the Cummings Beach project was provided. Vice Chairman Shackett voiced concerns with delaying improvements so the money spent is not wasted due to weather damage over the winter.

A final remedial action plan is being reviewed from GZA on the Mica Building.

Public Comments

None

Non-Public Session: RSA: 91- A: 3 II (a), (e)

At 7:31 PM Selectman Denning made a motion to enter into non-public session under RSA 91- A: 3 II (a) and (e) The motion was seconded by Selectman Milbrand, and approved by a roll call vote of 5-0.

Respectfully submitted,

Kelly Lacasse
Executive Assistant

Rick Alpers, Chairman

Jeff Shackett, Vice-Chairman

Joe Denning, Selectman

Don Milbrand, Selectman

Phil Dion, Selectman