

MINUTES
BRISTOL BOARD OF SELECTMEN
February 2, 2012

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

* Selectman Dion joined the meeting at 6:15PM

Chairman Alpers called the meeting to order at 5:30 PM. Board member present for the tour of the TD Bank building were: Chairman Alpers, Vice-Chairman Shackett, Selectman Denning and Selectman Milbrand. The Town Administrator was also present.

The group toured the second and third floors of the TD Bank building in Central Square. The purpose of the tour was to consider the space for possible Town use as office space.

At 5:55 PM Chairman Alpers recessed the meeting, so those present could go back to the Town Office for the rest of the meeting.

At 6:15 PM Chairman Alpers reconvened the meeting at the Town Office Meeting Room, 230 Lake Street.

Water/Sewer Superintendent, Jeff Chartier was present to discuss an appeal the Board had received from a property owner with regard to a proposed Water/Sewer fee for conversion of a single family residence into a two family rental property. Mr. Chartier reviewed the Department policy with regard to the fees associated with the proposed use by the property owner and took questions from the Board.

After a brief discussion, Vice Chairman Shackett made a motion to deny the appeal based on the fact that the fees being charged by the Water and Sewer Department were not inconsistent with fees applied to other users. Vice-Chairman Shackett also noted in his motion that, the Water and Sewer Department had offered to spread the costs over a one year period to assist the property owner. The motion was seconded by Selectman Denning. The Board voted 5-0 in favor of the motion to deny the appeal.

Jeff Chartier- Water/Sewer Superintendent

The Board met with Superintendent Chartier to discuss the proposed loan options for the improvement bond.

Selectman Shackett inquired on the different amounts in the water and sewer budgets. Superintendent Chartier responded by explaining that the water portion makes up 2/3 of the project. The current construction of the water and sewer lines was reviewed for the Board in the Central Square area.

Superintendent Chartier also reviewed the proposed project cost based on a 20 year loan. The overall cost of \$815,000 is broken down into water: \$540,300 and sewer: \$274,700. three different percentage rates were obtained for comparison: 3.875%, 3.104% and 4.25%. The 10% option on taxes was discussed, and rates for both annually and quarterly were discussed. Selectman Shackett stated he felt the small increase \$0.01 per thousand on the tax rate was non-detrimental when looking at the overall cost and benefits from the project. Selectman Milbrand agreed with the tax based option however he inquired on the long term effects of the costs on taxpayers.

Bristol's water and sewer rates in comparison with other communities, is close. Currently we are below other communities just slightly larger than Bristol. Years back, Bristol was higher than most other communities, however many have caught up and exceeded our rates.

Superintendent Chartier commented on the area of concern within Central Square which has seen three water main breaks and two service lines interruptions recently. A benefit to proposed improvements in this project, include hydrant services available to many businesses. The Selectmen commented on the project costs and how much lower these were with initial proposals. Overall the age of the infrastructure in downtown Bristol is long overdue for improvements based on the need for repairs recently. All options will be considered and discussed for the article to be brought to Town Meeting for a vote by residents. Local banks will be contacted for business under the proposed project.

Mica Building

Town Administrator Capone reviewed details from the funding process on the Mica Building process. The project cost \$200,000 and the Town was required to come up with 10% of that amount. Project specifications were reviewed based on the estimate provided of \$35,000. DES confirmed \$20,000 towards this project which counts towards the Town's match. Project bids ranged from \$186,500 up to \$199,200. Bids are still being evaluated at this time however they will be completed for the Board's meeting next week. Town Administrator Capone discussed the variations in the submissions based on qualifications, timing and experience and how this may impact the project. More funds may be available through EPA.

Bids were reviewed by the Board. Contract details and costs were discussed. GZA is reviewing all the bid documents to determine the overall costs submitted by company. Final details will be reviewed February 9th by the Board.

Public Hearing: Bond Articles

Chairman Alpers opened the Public Hearing on the bond articles publicly noticed as required. A bond for \$815,000 to replace water and sewer pipes in downtown Bristol. New Hampshire Bond Bank (4.25%), three local banks (3.875%) and the State Revolving Fund (3.104%) were used to compare rates for the project bond. The Board previously discussed the options for funding the project needs, comparing the tax rate versus user impact.

Superintendent Chartier reviewed the project details for the Public Hearing. The water portion makes up about 2/3 of the project whereas the sewer portion makes up 1/3. Rates were discussed based on different funding options.

Comments from the public inquired on how far the project would extend. Areas including Pleasant Street, along Lake Street up towards Union and School Street areas were discussed. The sewer line will be connected into the system near Cumberland Farms.

Another resident inquired on whether police details were included in the budget. This figure has already been added into the budget for all work requiring police details in this project. Members of the Board met with business owners earlier today to discuss the impact on businesses and summer traffic in the square. Copies of the rates being offered for the project were distributed. Ten year rates were reviewed as well.

A second bond on the library project for \$880,000 was reviewed. A 10, 15, and 20 year rates were reviewed for the project. Franklin Savings Bank offered the following rates for the project: 3.15% (10

years), 3.75% (15 years) and 3.875 (20 years). Northway Bank offered the following rates: 3-3.5% (15 years). New Hampshire Municipal Bond Bank offered the following rates: 3.75% (15 years) and 4.24% (20 years). This is a 20 year bond for the project. This project does not include some furnishings, however the Trustees for the library have funds set aside for such expenses. Other funding is expected with the approval of this project at Town Meeting. The Trustees expect a 10 year note on the project. At 7:40 PM the Board closed the public hearing on the bonds.

Selectmen Items

Selectman Shackett inquired on the petitioned warrant articles submitted. Town Administrator Capone reviewed basic language of an article petitioning a tax cap. More research will be done on the legality of the article.

Town Administrator's Report

Selectman Denning reviewed comments from the meeting with he and the Town Administrator held with business owners on the TE Project. Pro's and con's of the project, impacts on businesses, traffic patterns, pedestrian traffic and downtown concerns were addressed.

Public Comments

None

At 7:38PM Selectman Shackett made a motion to enter into non-public session under RSA 91-A: 3 II (c)(d) and (e). The motion was seconded by Selectman Denning 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