

MINUTES
BRISTOL BOARD OF SELECTMEN
February 23, 2012

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

At 6:00 PM Chairman Alpers opened the meeting of the Bristol Board of Selectmen. Selectman Dion was not in attendance due to illness.

Minutes of February 9, 2012

Selectman Milbrand motioned to accept the minutes of February 9th, 2012 as written, seconded by Selectman Shackett. Motion passed by vote of 3-0 with one abstention.

Public Hearing on Article 15 for Town Warrant

Article 15: By Petition:

“Shall we adopt the provisions of RSA 32:5-b and implement a tax cap whereby the governing body (or budget committee) shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior year’s actual amount of local taxes raised by more than one dollar?”

3/5 Ballot Vote Required to Pass

The petitioned article was submitted to the Department of Revenue and Town counsel for review. Chairman Alpers stated a new law went into effect last year regarding tax caps. The Board is required to hold a public hearing on this article. Chairman Alpers read the petitioned article. Chairman Alpers opened the Public Hearing and invited the public to ask questions. Shaun Lagueux, Chairman of the Budget Committee, inquired on the intent of the petitioned article. Town Administrator Capone explained that to calculate the amount to be raised through taxation, you take the total appropriations minus any non-property tax revenues received, add veteran's credits and overlay. The petitioned warrant article implies that tax cap cannot exceed \$1 more than that amount. It is his understanding that the petitioned article would not exceed that amount, but he would like to confirm that with DRA. Mr. Lagueux inquired on whether this article fit into the language stated in RSA. Selectman Shackett stated this language does fit into that definition. He also stated this particular article is not effective or helpful for small towns which operate under municipal budget laws. It was noted that the cap could be overridden by a simple majority at a Town Meeting. It would take a 3/5 ballot vote at a subsequent Town Meeting to rescind the article. Michael Bannon mentioned that the 10% rule already in place limits what a Town meeting can appropriate. Mr. Lagueux asked how the petitioned warrant article impacts this tax cap. Town Administrator Capone stated that it is not clear if you should do the calculation he had mentioned previously or just take the number from the MS-7. Mr. Bannon commented that although he agrees with limiting the budget, and being fiscally responsible, he is not in favor of this article because it restricts Town operations too much. Chairman Alpers asked for final comments and closed the Public Hearing at 6:13PM.

Review and Approval of Town Meeting Warrant

Chairman Alpers stated he had reviewed the warrant and was prepared to sign it at the meeting. The other members agreed and the warrant was signed by those present. Town Administrator Capone will post the signed warrant and MS-7 publicly. Selectmen discussed meeting dates in March and April.

Chairman Alpers thanked the Budget Committee for supporting the Boards request to increase the contingency fund line of the budget by \$15,000 to cover potential expenses for the removal of the Mica Building.

Finance Review

Town Administrator Capone provided the Board with a revised job description for the Accountant position. The current Accountant, Peggy Petraszewski, is planning to retire in April and the position will need to be filled. Selectman Shackett asked about coverage of duties should the position not be filled in time. The Town Administrator mentioned that Peggy has indicated she would be available on a part time basis as required to assist the Town until the position is filled. Town Administrator Capone stated he would like to begin advertising for the position. It will be advertised on the LGC and Primex websites as well as the NHMMA and NHGFOA list serve and on the website. The Board agreed to review the job description and provide feedback to the Town Administrator by next Wednesday. The Board discussed the interviewing process and decided that the Town Administrator should conduct initial interviews and then bring three final candidates to the Board. Selectman Denning suggested having an auditor present for the interview. Chairman Alpers thanked Ms. Petraszewski for her 10 years of service to the Town.

Ambulance Contracts

Chief Yannuzzi provided the Board with the 2012 ambulance contracts for the towns of Hill, Danbury and Alexandria. The Board signed the contracts.

Appointment of ADA Compliance Officer and Adoption of 504 Policy

Town Administrator Capone suggested that the Board appoint the Human Resources Coordinator as the ADA Compliance Officer. Under the CDBG program, the Town must have an official 504 accessibility policy and appoint a compliance officer. Selectman Shackett motioned to adopt the 504 Policy and appoint Kelly Lacasse as the ADA Compliance Officer, seconded by Selectman Milbrand. Motion passed with 4-0 in favor.

Selectmen Items

None

Town Administrator's Report

The Town Administrator informed the Board that he and GZA had reviewed the contract received from T Ford Company, Inc for the removal of the Mica Building and found everything to be in order. Selectman Denning asked about the final cost and project start date. Town Administrator Capone responded that the contract price would be \$199,200 and that the contract start date is March 5th. The Board authorized signing the agreement. The notice to proceed will be signed by the Town Administrator.

Inspection of the properties located nearby the Mica building will be done prior to demolition. Building security was discussed during demolition to prevent trespassing. Traffic in the Central Square area was discussed.

The Board discussed appointments for Historic District, Planning and Zoning Boards. Alternates are needed for all boards and committees.

The Board received an invitation to start the Ironman Triathlon events on June 2nd and June 3rd. Chairman Alpers stated he would be interested in helping out on that date.

On Sunday, February 26th the Fire Department will be doing a live burn exercise at 838 Lake Street.

Chairman Alpers thanked Chief Lewis and the Police Department for all of their work leading up to the drug-related arrests last week. Chief Lewis also informed the Board that the individual who had been apprehended and convicted of a series of burglaries in Bristol, had been sentenced to 10 years in jail and will be required to pay to restitution.

At 6:56PM Vice Chairman Shackett made a motion to enter into non-public session under RSA 91-A: 3 II (c). The motion was seconded by Selectman Milbrand and approved by a roll call vote of 4-0.

Respectfully submitted,

Kelly Lacasse
Executive Assistant

Rick Alpers, Chairman

Jeff Shackett, Vice-Chairman

Joe Denning, Selectman

Don Milbrand, Selectman

