

MINUTES
BRISTOL BOARD OF SELECTMEN
April 19, 2012

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

At 6:07 PM Chairman Alpers opened the meeting of the Bristol Board of Selectmen.

Minutes of March 22, 2012

Selectman Denning motioned to accept the minutes of March 22, 2012 as written, seconded by Selectman Milbrand. The Board voted 5-0 in favor of the motion.

Review Ambulance Proposal

Chief Yannuzzi presented the Board with a proposal to purchase an Osage Ambulance. After rebate and trade-in, the total cost would be \$154,895. Selectman Shackett motioned to authorize the purchase of an Osage Ambulance at the recommendation of the Ambulance Committee in the amount of \$154,895 seconded by Selectman Denning. The Board voted 5-0 in favor of the motion.

The Board recognized Chief Yannuzzi for his completion of the National Fire Academy program for Executive Fire Officer's. The Board presented Chief Yannuzzi with a framed certificate and a letter from the Superintendent of the National Fire Academy. This highly competitive program accepts only sponsored applicants and is completed over a four year period. The Board thanked the Chief for his commitment to the process.

Highway Superintendent Mark Bucklin

Superintendent Bucklin reviewed some of the department activity, including roads that have been graded and sweeping that has been completed to date. He also mentioned that they have been working on the Cummings Beach drainage project and anticipate that paving will take place next week.

The Highway Department staff is reduced at this time as one employee is out on medical leave. Superintendent Bucklin stated he had extra help for a couple of weeks, and they are managing the workload. Maintenance of the bike path and the lot near the Mica Building were discussed. The work can be done between Highway and Maintenance workers.

The road maintenance schedule was discussed. The Board stated they would like to see roads that are in dire need of repair at the top of the list and see which other roads can be put off for another year or two.

The summer schedule for the Highway Department was discussed. Chairman Alpers felt that there is the need for at least half-days on Friday's instead of not having any staff on those days. Beach problems, holiday weekend preparation or road maintenance issues seemed to surface on Friday's and the past issue has been that no one is available to work. The Board would like to avoid overtime costs from having an employee called in on Friday. Superintendent Bucklin stated his staff accrues comp time during winter when overtime budget is reaching its end. Comp time is used during the summer hours instead of overtime. The Board discussed four- 10 hour days with one employee on duty on Friday.

The Town Administrator will meet with the Highway Superintendent and review needs. Superintendent Bucklin will bring a schedule back to the Board for the next meeting.

Chairman Alpers asked about the guardrail on Spring Street. He also asked about roadside trash pick up. Superintendent Bucklin mentioned that work on the guard rail and the roadside trash pick up would begin next week.

The Board also asked about plans for the Transfer Station. Superintendent Bucklin will bring the plans to the Board for their next meeting.

Superintendent Jeff Chartier- Water/Sewer Project Updates

The Board discussed the agreement from Henniker Horizontal Drilling for the Newfound River project. The project is to drill 220 feet under the Newfound River. The Board discussed drilling details with Mr. Chartier. There is the potential for additional expense for drilling depending on the composition of the material they drill through. The Board asked Mr. Chartier to check with some other vendors to see if a lower rate can be obtained. Henniker Horizontal Drilling is local and they have done work here before, but the Board wants to be certain that all options are considered.

Superintendent Chartier stated there are more details to be coordinated before they begin. New pricing will be obtained and reviewed at next week's meeting.

Energy Committee Idling Policy

The Board reviewed the guidelines drafted by the Energy Committee for the idling of Town vehicles. This policy should be used to enforce and reduce limiting idling in hopes of reducing the overall fuel costs. The Town Administrator will provide a final copy for the Board to adopt, if they so choose, at their next meeting.

Bristol Financial Management Plan

Town Administrator Capone reviewed the CDBG guidelines for the project grant details. The Board needs to authorize and sign the agreements. Selectman Denning motioned to authorize signing the CDBG documents, seconded by Selectman Milbrand. The Board voted 5-0 in favor of the motion.

Selectman Items

The Board members asked the Town Administrator to follow up with the Highway Superintendent and the Engineer with regard to installing a protective grate on the outlet at the Cummings Beach project to prevent children or animals from getting into the structure. The Town Administrator mentioned that the Engineer had specified a grate for the outlet and he will have the Highway Superintendent purchase and install it.

Town Administrator's Report

DES was unable to locate additional money to completely fund GZA's oversight of the Mica Project. GZA submitted an agreement for the Board to sign that outlines the work to be completed and an estimated cost. This expense will be paid from the contingency fund.

The Town will receive some credits back from the contractor for work they will not have to do at the Mica site. These items will be taken care of by our Highway crew.

One additional cost that will be incurred by the Town will be for the removal of approximately 20 yards of contaminated soil removed from around the Mica Building. The removal contractor is attempting to negotiate a lower price for the removal work.

Selectman Shackett asked if Town trucks could be used for the removal. The Town Administrator commented that he did not think so as most of this work requires licensing to handle hazardous material, but he would check into it.

The Town Administrator provided the Board with a copy of the MS2 for their signature. He mentioned that he would provide the Board with an updated copy of the budget based on the adjustments discussed by the Board. There would be some changes to the original numbers based on subsequent discussions with departments and reductions made to wage lines.

Public Comments

None

The next meeting of the Board of Selectmen will be held on April 26th, 2012 at 6:00PM at the Town Offices.

At 7:27PM Selectmen Milbrand made a motion to enter into non-public session under RSA 91-A: 3 II (a) 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