

**MINUTES**  
**BRISTOL BOARD OF SELECTMEN**  
**July 16, 2012**

**PRESENT:** Selectmen Rick Alpers, Jeff Shackett, Joe Denning, Don Milbrand, Town Administrator Michael Capone and Water/Sewer Superintendent Jeff Chartier.

At 6:08 PM Chairman Alpers opened the meeting of the Bristol Board of Selectmen at the Water/ Sewer Treatment Plant.

Superintendent Chartier reviewed the Water & Sewer Department capital projects which included upgrades to the Wastewater Treatment Facility, Storm Center and the addition of the Hillside Booster Station. Projects that were approved at Town Meeting such as replacing the water main across Newfound River and replacing the major sections within Central Square were discussed.

Burt Williams arrive for the meeting.

Superintendent Chartier reviewed the Water Department's budgeting over the last decade. The department maintained a 4% increase over the last 10 years. Growth by the department was contributed to a larger customer base, the addition of new meters and the retirement of long term debt from bond payments.

A new no-lead brass standard policy is due to be implemented in 2014 and this was reviewed to discuss concerns with additional costs up to \$50,000.

Other potential budget impacts were discussed with the Board including Fire Betterment charges, benefit increases, and additional staffing.

Superintendent Chartier commented that the current water rate is 77.29% lower than the State average. A potential rate increase of 3.64% for additional operating expenses and replenishing capital reserve is recommended to become effective in October of this year.

Areas to have pipeline replaced include: Central Square, Summer Street, North and South Main Street.

A chart was reviewed to show charges to users based on amounts of water usage.

Superintendent Chartier reviewed budget details for the Sewer Department over the last decade. The department has maintained a 3% annual increase over the last decade. The Sewer Department adjusted rates in 2005 to compensate for increases in operating budget. New meters were installed and a Treatment facility upgrade bond payment was paid off.

The Capital Reserve Fund status was discussed. Partial funding for the downtown project will come from the Capital Reserve Fund in addition to Federal funding and taxation.

The Water and Sewer rate for Bristol is quite low compared with other Towns in New Hampshire. The Board discussed the proposed rate increase.

Selectman Milbrand motioned to increase water rates to 22% and lower sewer rates from 10% to 5% allowance, and double to minimum seasonal charge from \$20 to \$40, seconded by Selectman Denning. Upon vote by the Board, all voted in favor of the motion 4-0.

### **Public Hearing on Refinancing Water & Sewer Bond/ Notes**

Chairman Alpers opened the Public Hearing on the Water and Sewer Bond Notes at 7:21 PM. Town Administrator Capone reviewed the rates available to bundle the bond notes. No public comments or questions. The second hearing will be held on July 30<sup>th</sup>. The Public Hearing was closed at 7:25 PM.

Superintendent Chartier updated the Board on the Newfound River pipeline project.

Selectman Shackett motioned to accept the bid and proceed with ECI for \$21,560, seconded by Selectman Denning. Motion passed in a vote of 4-0.

Selectman Shackett motioned to proceed with tank cleaning using Underwater Solutions in the amount of \$3960, seconded by Selectman Milbrand. Motion passed in a vote of 4-0.

### **Minutes of June 28, 2012**

Selectman Denning motioned to accept the minutes of June 28, 2012 both public and non-public, seconded by Selectman Milbrand. The Board voted in favor of approving the minutes 4-0.

### **Town Administrator's Report**

Town Administrator Capone updated the Board on the Library Project. The bidding process was reviewed.

The Board discussed selling day passes to non-residents with restrictions. The Board agreed that day passes should be sold unrestricted to anyone willing to purchase a pass.

Town Administrator Branscom invited the Board to an economic round table session on July 20<sup>th</sup> at 8AM.

### **Selectman Items**

Selectman Denning commented on the many uses of the Library in Bristol.

Selectman Shackett motioned to waive the Police Detail fee for Library Trustees, seconded by Selectman Milbrand. Motion passed in a vote of 3-1.

The next meeting of the Board of Selectmen will be held on Monday, July 16<sup>th</sup> at 6PM at the Water Treatment Plant.

Respectfully submitted,

Kelly Lacasse  
Executive Assistant

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Rick Alpers, Chairman

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Jeff Shackett, Vice-Chairman

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Joe Denning, Selectman

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Don Milbrand, Selectman

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Phil Dion, Selectman