

**MINUTES**  
**BRISTOL BOARD OF SELECTMEN**  
**September 6, 2012**

**PRESENT:** Chairman Rick Alpers, Vice Chairman, Jeff Shackett (arrived at 6:18PM), Joe Denning, Don Milbrand, Phil Dion, Town Administrator Michael Capone

Chairman Alpers opened the Board of Selectmen's meeting for September 6, 2012 at 6:05 PM.

Minutes of August 27, 2012

Selectman Denning motioned to accept the minutes from August 27th as written, seconded by Selectman Milbrand. The Board voted, 4-0 voted in favor of the motion.

Economic Revitalization Zones

The Town Administrator provided the Board with a copy of the application along with a map and property listings for the two zones under consideration.

Chairman Alpers reviewed Economic Revitalization Zone I (ERZ-I) which included properties on Danforth Brook Road, Ayers Island Road and Summer Street. Selectman Denning motioned to accept the list as read for the ERZ-I, seconded by Selectman Milbrand. The Board voted 4-0 in favor of the motion.

Chairman Alpers reviewed the list of properties for ERZ-II which included 10 properties in the following areas: Pleasant Street, Morrison Road and Robie Road. Selectman Denning motioned to accept the list as read for the ERZ-II, seconded by Selectman Milbrand. The Board voted 4-0 in favor of the motion.

Water and Sewer Project Financing

Town Administrator Capone reviewed bank proposals for funding the Water and Sewer Improvement Project. Proposals were submitted by four banks: Northway, Franklin Savings, Merrimack Village and Community Guaranty Savings Bank. Northway Bank provided the best rates in their proposal as follows: 10 years@2.09%, 15 years @ 2.54% and 20 years @ 3.89%. The Board discussed the impact of the cash schedules and reviewed the 10 year and 15 year rates as possible options for this project. While there would be a savings in interest by taking the 10 year note, the payments on the 15 year note more closely reflected what was discussed at Town Meeting.

Selectman Milbrand made a motion to accept Northway's rate for 15 year at 2.54%, seconded by Selectman Dion. The Board voted 3-2 in favor of the motion, with Selectmen Shackett and Denning opposing the motion.

### Library Addition Update

Town Administrator Capone updated the Board on the Library Project. Requests for Proposals have been requested from Construction Management firms. Proposals are due by September 14<sup>th</sup>. The proposals will be reviewed the week of September 17<sup>th</sup> and recommendations will be made to the Board on September 20<sup>th</sup>. The Library Trustees are reviewing what additional funds they can contribute to the project.

The Construction Management firm that is selected will work with the Library Trustees to refine the project as necessary so that it can be constructed with the available public and private funds.

### Selectmen Items

Selectman Dion mentioned that there had been discussion with regard to placing a bollard at the North Main Street entrance to Kelley Park to prevent vehicles from accidentally driving into the Park during events.

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Chairman Alpers commented on the replacement of some playground equipment and the high costs associated with it. Selectman Denning discussed options for repairs and safety concerns that should be considered. Town Administrator Capone stated a work order list would be compiled and reviewed on the park needs.

Selectman Milbrand mentioned the CIP Committee would be presenting to the Budget Committee on October 8<sup>th</sup> and suggested the Board attend this meeting rather than doing multiple presentations.

### Town Administrator's Report

A portion of Robie Road which is currently under consideration for development will require the Board to sign a Temporary Access agreement with Mid-State Health Center, to allow them to have equipment on Town property if they need to work on their lot. The Board discussed allowing them to use the property for the project. Selectman Shackett motioned to direct the Chairman to sign the Memorandum of Understanding allowing Mid-State Health Center a Temporary Access easement on the adjacent property and unlimited access for the duration of the project, seconded by Selectman Milbrand. The Board voted 5-0 in favor of the motion.

Chairman Alpers commented on work being done on a snowmobile trail which crosses Hall Road which created some damage to the area. Highway Superintendent Mark Bucklin has contacted the snowmobile club and they will repair any damage done to the area at their expense.

An update on the closing of the public boat ramp was given. Town Administrator Capone indicated a few other calls had been made concerning this matter, however no changes have been made to the date and construction is as scheduled. The boat ramp closure will still occur on September 17<sup>th</sup>.

The Old Town Hall / Old Fire Station Committee had their first meeting this week. They will be considering options for those two buildings and hope to have a report ready for Town Meeting in March of 2013. They will be touring both facilities on September 13 at 8AM.

Meeting dates for the balance of the year were discussed. The planned meeting dates are:

September 20th

October 4<sup>th</sup> & 18<sup>th</sup>

November 1<sup>st</sup>, 15<sup>th</sup>, 29<sup>th</sup>

December 13<sup>th</sup> & 27<sup>th</sup>

The Board is scheduled to present their budget recommendations to the Budget Committee on December 17<sup>th</sup>.

#### Public Comments

There was a question with regard to the Selectmen's process for selling deeded properties in Bristol. Chairman Alpers explained the process that has been used recently to sell tax deeded properties. The Tax Collector does work with taxpayers to reach a payment arrangement when possible to avoid having to take properties. Property owners are notified prior to the Selectmen taking properties via certified mail. When properties do go up for sale they are advertised in the newspaper, in the Town Crier, on the Town website, and posted at the Town Office.

Janet Cote commented on the loss of the Mooseman Triathlon and asked about working with the Board to bring something similar in to this area to move forward and find a replacement event. There was some discussion with regard to the event. Chairman Alpers asked the Town Administrator to work on this topic with any interested parties.

At 7:16PM Vice Chairman Shackett motioned to enter non-public session, seconded by Selectman Dion under RSA 91:A: B & C. The Board voted 5-0 in favor of the motion by a roll call vote.

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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Don Milbrand, Selectman

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Joe Denning, Selectman

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Phil Dion, Selectman