

**MINUTES
BRISTOL BOARD OF SELECTMEN
December 13, 2012**

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

Chairman Alpers called the meeting to order at 6:03PM

Minutes of November 29, 2012

Selectman Dion motioned to accept the minutes from November 29th as submitted, seconded by Selectman Dion. The Board voted 4-0 in favor of the motion.

Selectman Milbrand arrived at 6:08 pm.

Chief Yannuzzi- Bristol Fire Department

Chief Yannuzzi was present to review overtime, call pay, part time coverage and training with the Board. The Chief had prepared a handout which he reviewed with the Board. He discussed how he calculated the overtime, call pay and part time coverage and took questions from the Board. They also discussed the department training schedule. The Chief noted that some of the training is done to meet ISO certification standards. If the requirements are not met, insurance rates could be impacted.

Call payroll was reviewed for the year. The year's total is averaged out to determine what number is used for the upcoming budget year.

Selectman Shackett inquired about the procedure for call personnel to respond. Chief Yannuzzi stated he has a protocol in place for how calls are handled and by whom in the Department. Chairman Alpers clarified how calls are handled to minimize staff responding. Chief Yannuzzi responded that call firefighters respond if available, but sometimes there is no guarantee of the number.

Policy for overtime within the Fire Department is reviewed and approved by the Fire Chief. This is overseen by FLSA Labor Law and coordinated appropriately.

Chief Yannuzzi reviewed some of his other budget recommendations for the Board. Life and disability costs have been reduced due to new contracts. Maintenance costs for some of the vehicles have been reduced as well.

The Board asked Chief Yannuzzi to revisit his Call Payroll and Part time Shift coverage calculations. The Chief agreed to review them and follow up with the Town Administrator.

The Board thanked the Chief for attending the meeting.

Town Report Bids

Town Administrator Capone reviewed the bids received on the Town Report production costs. The Town orders 850 reports. Only two firms responded to the request for proposals. Kase Printing proposed \$5,280 and Town and Country Reprographics proposed \$9,265. Selectman Denning motioned to accept the proposal for \$5,280 from Kase Printing, seconded by Selectman Dion. The Board voted 5-0 in favor of the motion.

Project Updates

Town Administrator Capone provided an update on the status of the Library and Downtown Projects for the Board. The Library addition completion date has been moved forward to mid-February. The renovations to the existing Library should be completed by the middle of March. The project is within budget.

Work will continue for about one more week on the Downtown project and then they will stop work for the winter. The project is expected to start back up in mid to late March unless cleared sooner by NHDOT.

2013 Budget

Town Administrator Capone reviewed budget cuts for the Board. All of the proposed cuts had been discussed with Department Heads, Committee or Trustee Chairs and other appropriate personnel.

Executive:

The proposed reduction of the Town Administrator's salary was denied by the Board.

Overall there will be reductions in the premiums for Life and disability premiums for all full time employees resulting in a savings of over \$5,000.

The executive equipment line was reduced, however funding will be sought for computer equipment needed this year as a number of Battery back-ups failed yesterday during a power outage throughout Bristol.

General Government:

Heating Oil: Reduced by about \$2,000

JLMC: Reduced their budget to \$2,000

Regional Associations/Health Agencies/Social Agencies:

It was suggested that they be funded at last year's levels

Contingency Fund:

Reduced to \$25,000

Police Department:

A reduction of \$5000 to the equipment line was proposed. The need for cameras for the Police Department will be addressed by the Board this year.

Fire Department:

Reductions to Call Payroll, Part Time Shift Coverage, Training and some of the equipment maintenance lines totaling just over \$21,000 were proposed.

Highway Department:

There is a reduction to the uniform line as a result of a new contract. Overall reductions to the Highway and Water and Sewer uniform costs will be around \$6,000.

Additional reductions to Electricity, Fuel Oil, Snowplow/Sander Maintenance, Supplies and Guardrails totaling about \$9,800 were proposed.

Highway Projects:

It was proposed that the paving budget be funded at a level about equal to last year.

Solid Waste:

Reductions to Demo Disposal, Tipping Fees, Repairs and New Equipment totaling \$17,400 were proposed.

Kelley Park:

A reduction of \$3,000 in the capital items line was proposed.

Library:

While it was noted that the Trustees can vote to spend their appropriations in a manner of their own choosing, the Board noted that at last year's Town Meeting the Trustees indicated that there would be no increase in staffing levels.

The Board proposed reduction to the staffing lines totaling over \$10,000.

Patriotic:

There was a proposed reduction of \$1,000 from the combined Old Home Days/Special Events line.

TAN:

There was a reduction of \$1,000 proposed for TAN interest.

Overall, the Selectmen's proposed reductions to the budget totaled \$188,679.

Town Administrator's Report**Wind Turbines**

Town Administrator Capone has been collecting information on the proposed Wind Turbine project. He provided an update for the Board with regard to the process for review of any proposals received by the Site Evaluation Committee (SEC). He also noted that he had been spoken with a representative from Iberdrola as well as the wind watch group who were both interested in meeting with the Board.

Board members discussed their concerns with the turbine project and its impact on Bristol. While they are not opposed to alternative energy, the impact of multiple projects around the Lake is of concern. Selectman Dion made a motion to instruct the Town Administrator to prepare a letter of opposition to the proliferation of proposed wind turbines around the Lake. The motion was seconded by Selectman Milbrand. The Board voted 5-0 in favor of the motion.

Newfound Lake Triathlon

Town Administrator Capone announced the Newfound Lake Triathlon which is scheduled to take place June 1-2, 2013. Three races will take place over the two days, including an international race on June 1st. The Iron Man race will take place on June 2nd. The event is being organized as a joint effort between Tritanium Sports of Gilford and Pursuit Racing of Portsmouth. The organizers are hoping for a high level of community involvement. The website is now up and open for registration (www.newfoundtriathlon.com).

Public Comments

Mr. Maganiello commended the Town Administrator for his efforts with all the Town projects happening and the Triathlon.

Janet Cote inquired about the holiday decorations that used to be on the buildings downtown. Selectmen Denning noted that this issue may be revisited once the downtown improvements are completed if there are funds available.

With no further public business to come before the Board, at 8:17PM Selectman Denning motioned to enter non-public session, seconded by Vice Chairman Shackett under RSA 91-A: 3 II- (a) (c) and (e). The Board voted 5-0 in favor of the motion by a roll call vote.

Respectfully Submitted:

Kelly Lacasse
Executive Assistant

Rick Alpers, Chairman

Jeff Shackett, Vice Chairman

Don Milbrand, Selectman

Joe Denning, Selectman

Phil Dion, Selectman