

MINUTES
BRISTOL BOARD OF SELECTMEN
February 25, 2013

PRESENT: Chairman Rick Alpers, Don Milbrand, Town Administrator Michael Capone

Chairman Alpers opened the meeting at 6:00PM.

Chairman Alpers and Selectman Milbrand voted to allow Selectman Denning to join the meeting by phone in order to have a quorum for the meeting. Selectman Dion was unable to attend due to a family emergency.

Selectman Denning joined the meeting by phone.

Chairman Alpers read a letter from Selectman Shackett resigning from the Board as he will no longer be residing in Bristol upon the sale of his home. Selectman Milbrand moved to accept the resignation letter from Selectman Shackett, seconded by Chairman Alpers. Upon vote of the Board, all three selectmen voted in favor of the motion 3-0 with regret.

State Senator Jeanie Forrester

Senator Forrester was unable to attend the meeting due to illness.

Jeff Chartier- Water/Sewer Superintendent

Superintendent Chartier has been working with the Town Administrator on revising the sewer guidelines and updating the user fees for water hook-ups 2013. The guidelines were updated and some revisions were made.

The water hook-up fees were modified to meet the 30% increase of cost in materials, as the department changes to the new system.

Chairman Alpers inquired on unpaid user accounts. Superintendent Chartier reviewed the process of notices being sent, payment arrangements and shut-offs for non-payment.

Selectman Milbrand motioned to approve the updated Water/Sewer Guidelines and Water Hook-up Fees Schedule as reviewed, seconded by Selectman Denning. Upon vote of the Board, all three selectmen voted in favor of the motion 3-0.

Superintendent Chartier discussed his plans for the upcoming year. The completion of the River Crossing is scheduled for this year. The replacement of downtown lines is scheduled between May and September. Man holes and gate boxes will be updated as well this year in the downtown area.

Recently there was an issue with the sewer lines near Auto Trends that the Water & Sewer Department fixed.

Final Review and Adoption of 2013 Town Meeting Warrant

The Board has reviewed the proposed warrant for Town Meeting and upon motion by Selectman Milbrand to approve the proposed warrant, seconded by Selectman Denning the warrant was accepted by the Board. Upon vote by the Board the motion passed in a vote of 3-0.

Town Administrator's Report

The Town Clerk/Tax Collector is in the process of deeding and will be at the March 21st meeting with a final list. Senator Forrester will also be present on March 21st to meet with the Board.

Highway Superintendent Mark Bucklin announced that the roads will be posted for March 4th.

A property in Bristol of which the Town has taken action under RSA 155B to repair and clean up have requested an extension to continue clean up on the property through the end of March. Some clean up has taken place currently however there is substantial work still to be done to bring the property back to conforming status.

Selectman Denning inquired on the process to this point and what other actions the Town has taken. Town Administrator Capone responded that the Land Use Officer has been pursuing this property for several months. Selectman Milbrand motioned to extend the timeline an additional 30 days, seconded by Selectman Denning. Upon vote of the Board, the motion passed 3-0 in favor.

A study completed of the Old Town Hall showed evidence of mold present in the building and the impact on air quality inside. Town Administrator Capone stated that the duct work within the building is made of wood and currently is not connected to the furnace. The challenge is with the air being drawn into circulation when the system is running heat. With limited use of the building, short term options have been reviewed including a short run of duct work to draw in outside air or flexible duct installation in the current duct work. Both options have costs associated which were not included in the budget.

Selectman Denning responded by stating his concerns with attempting to repair this issue and possibly finding more issues.

Town Administrator reviewed a letter concerning the KTZ Hydro abatement request to consider reaching an agreement in order to avoid further court costs. The Board has reservations about meeting with the owners of KTZ Hydro prior to the process and felt that this could have been avoided sooner. Selectman Denning inquired on the costs associated and felt the Board should speak with Town counsel before responding.

Selectmen Items

Chairman Alpers recognized a recent hearing held at the State House concerning the proposed wind turbine project.

Selectman Denning stated he would like to see the Board in coordination with other communities should join together and prevent this from happening in our area.

Public Comments

Chairman Alpers opened the meeting up to public comments. None.

Safe Routes to School Round 5 Project Plan (SRTS)

Chairman Alpers opened a Public Hearing on the Round 5 Phase of the Safe Routes to School Project (SRTS) at 7:00 PM. Mike Vignale, Project Engineer for SRTS Project reviewed project details. The project would provide updated sidewalks, cross walks, handicap access throughout the school areas of School Street, Cedar Street, Mayhew Street, Union Street and North Main Street. The application has been submitted and is under review. A presentation will be given in April to the committee.

Janet Cote inquired on the connection of the route near North Main Street and School Street. Cooperative efforts among the Town's Highway Department and State DOT will assist in filling in any gaps in the construction. The project is anticipated to be completed by August.

Paul Maganiello inquired on the process for receiving funding in order to finish the project in a timely manner.

John Thouin inquired on the height of sidewalks for pedestrian safety.

Mike Vignale discussed the curb height and how construction would change the current sidewalks and still maintain safety for pedestrians.

At 7:22 p.m. Chairman Alpers closed the public hearing on the SRTS Round 5.

Public Hearing on Article 2 on the Town Warrant: Library Retention of Funds Raised

At 7:24 Chairman Alpers opened a public hearing on Article 2 on the Town Meeting Warrant which reads: "Shall we permit the library to retain all money it receives from its income-generating equipment to be used for general repairs and upgrading and for the purchase of books, supplies, and income generating equipment?"

This article was submitted by the Library Trustees to the Board and was placed on the Town Warrant. The amount generated in 2012 was \$1,100 from copier copies and book sales.

Paul Manganiello inquired on how this is reflected in the Town's budget. He also inquired on what happens when the equipment used to raise these funds breaks.

Archie Auger commented that this new process would save time and record keeping by Library staff.

Paul Simard commented on the specifics of the account and how it impacts the overall needs of the library.

Barbara Greenwood commented on other revenues received by the library over the years.

George Corrette added that the auditor's often ask for copies of revenue receipts annually.

Chairman Alpers congratulated the Library Trustees for their new library and on the open house held last week.

Barbara Greenwood updated the Board on the current happenings of the library now that the new building is open.

Janet Cote inquired on the process for replacing the resigned Selectman. The Board responded that it would be addressed after elections by the new Board.

With no further public comments, the Board closed the public hearing at 7:28 p.m.

With no further public business to come before the Board, at 7:29PM Selectman Milbrand motioned to enter non-public session, seconded by Selectman Denning under RSA 91-A: 3 II- (b) and (e). The Board voted 3-0 in favor of the motion by a roll call vote.

Respectfully Submitted:

Kelly Lacasse
Executive Assistant

Rick Alpers, Chairman

Don Milbrand, Selectman

Joe Denning, Selectman