

**MINUTES
BRISTOL SELECT BOARD
August 4, 2014**

PRESENT: Select Board Members: Rick Alpers, Shaun Lagueux, Janet Cote, Betsy Schneider, and Town Administrator Michael Capone.

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

Mr. Lagueux made a motion to approve work session minutes of July 21, 2014 meeting with a second from Mrs. Cote. With no further discussion, the Board voted 4-0 in favor of approving the minutes.

Consent Agenda: Ms. Schneider motioned to approve the consent agenda of August 4th to include two accounts payable manifests dated 7/30/14 and 8/4/14 and one liquor license approval letter for Shackett's Brewing Company, seconded by Mr. Lagueux. The Board voted 4-0 in favor of approving the consent agenda.

New Business:

Police Chief Michael Lewis – Department Update

Chief Lewis provided more information with regard to the purchase requisition presented by the Town Administrator at the July 28, 2014 meeting for the purchase of three new radios for some of the department's cruisers. Ossipee Mountain Electronics was contacted for pricing of new Motorola equipment including installation. The current equipment suggested for replacement is not able to transmit and parts are no longer made for this type of radio.

Ms. Schneider shared that she had contacted Ossipee Mountain Electronics and spoken with someone there about the issues with the radios. She was told that the radios have issues with receiving not transmitting. The main issue is that since the radios are out of spec, they have difficulty with long distance receiving. She inquired of the Chief if the issue really was receiving and how long it has been occurring. Chief Lewis stated that both transmitting and receiving have been issues and it has occurred intermittently depending on the area of Town and other various factors. He provided a description of service issues they have experienced with Franklin Dispatch including missed calls. Ms. Schneider asked why the Police couldn't use cell phones or portable radios for calls. Chief Lewis explained that cell phone service cannot be guaranteed in Bristol and the antennae size for portable radios substantially limits the ability to transmit in certain areas. Ms. Schneider explained that she called Franklin Dispatch and asked them about the service issues and stated they were unaware of any issues. She was aware of areas in Town where officers are unable to receive or transmit over the radios and felt that if this is a problem now, then purchasing new equipment for \$10,000 would not resolve the communication issues. Chief Lewis explained that although this issue has been ongoing, the history shows that through the CIP Program, there have been attempts to purchase our own repeater to put on a Bristol tower for communications. Ms. Schneider mentioned that she was not saying that there were not problems with

the radios. She felt that some of the other issues with regard to repeaters should be explored to see if they correct the problem prior to spending money for new radios. She does not feel that the budget can handle \$10,000.

Mr. Alpers stated that he felt that this was an important issue as Police need reliable radios in their cruisers for communicating. It is a matter of public safety. Bristol's cell service is far from reliable and has major issues. This is a basic tool that is a must needed item. It is a life safety tool that the Police Department needs. Mr. Alpers shared his dismay with Ms. Schneider for contacting these companies on behalf of the Board because he feels this is an important decision. Ms. Schneider stated the radios are not dead and she was not representing the Board but instead coming up with her own conclusions.

Mr. Lagueux stated he felt it would be important to, at a minimum, address this need now as it is a safety issue and deal with the other issues in the budget next year.

Mrs. Cote added that if there is a vehicle that is in service with an officer, it should have a working radio and she supports that. There is a bigger issue to address with the service in the Bristol community. She feels that the Town is in a situation where this is a crisis situation now, the Chief had information sooner that he could have shared and avoided the crisis. Quotes could be obtained from other sources and she has located other providers. Mrs. Cote felt that one radio could be replaced now and the others could be put on hold.

Mr. Alpers inquired on the other dealers for Motorola. Mrs. Cote stated Lily Pond in Gilford, another company in Londonderry who come out and install on-site. Mr. Alpers stated he has no preference for which dealer is used but urged the need to replace all three radios. Mr. Lagueux made a motion to purchase all three radios and suggested obtaining quotes for three radios. Mr. Capone added that the pricing for radios is established by State bids, confirmed by Chief Lewis. Ms. Schneider added that there are other brands of radios that are less expensive including Kenwood which was recommended by Ossipee Mountain. Mrs. Cote agreed with Chief Lewis that there is a need for having the same type of equipment however there could be more information. Mr. Alpers shared that he did not believe the service in Bristol would be addressed immediately, however the radios should be. Ms. Schneider suggested getting something in writing with the new radios that would assure there would be no service issues. Mr. Alpers added that was not realistic and this was setting the Chief up in the matter. Both agreed that this was an important issue and that there was a need to spend taxpayer dollars appropriately. Ms. Schneider added that she knew this wasn't possible but wanted to get a point across. Mr. Alpers felt this was an important issue for many reasons however officer safety should be a priority because if an officer was hurt, the cost would far exceed \$9,000. Ms. Schneider said she would agree to spend \$9,000 on the radios as long as the money came out of the \$987,000 Police Department budget. If the Police Department goes over their budget at the end of the year, then it becomes mandatory layoffs for officers. Mr. Alpers felt the proposal was ridiculous. Chief Lewis added that he doesn't want to spend the \$9,900 however when an officer is attempting to serve a search warrant and calls on the radio but is not heard, that is a problem. He then asked Ms. Schneider that if they purchase radios for the vehicles and find that In November, the budget is overspent, he is supposed to layoff officers who

are using those radios? Ms. Schneider stated that is the only way she would support the purchase. Mr. Lagueux felt that if the vehicles are in use, they need working radios. Mrs. Cote inquired on whether all police vehicles are currently in use at this time. Chief Lewis stated all vehicles are in use for police work at this time and not having working radios presents a huge liability for the Town. Ms. Schneider stated the Police Department should have budgeted better for this year. She added that there is nothing stating the radios are dead. Chief Lewis inquired what information she had been provided. Ms. Schneider replied that the purchase order had a document showing that the radio in the Expedition had difficulty receiving and was not condemned. She felt that communication was a huge problem. Mr. Alpers agreed and added that it was the previous Board's budget that did not have any funds budgeted for Police radios so the current Board could not take the blame for that. He stated that Ms. Schneider did not treat any other Department Head the way she treats the Police Chief at meetings. She disagreed stating she also heavily questioned Mr. Bucklin on his sidewalk tractor purchase as well.

Mrs. Cote asked how long it would take for new radios after ordering. Chief Lewis stated the rep told him approximately three weeks. Mr. Alpers and Mrs. Cote felt that was a long time to wait. Mrs. Cote inquired how the vehicles are being used and which radio was in the worst condition. Mr. Lagueux explained some of the vehicle rotation. Chief Lewis added that the radio in the 2013 car was removed because it no longer worked. Recent vehicle purchases have allowed for new radio equipment but not on all vehicles. The newest addition to the fleet received a new radio at the time it was purchased. The unmarked vehicle does not have a radio in it. Mrs. Cote inquired on a new radio purchased and why it was on a five year replacement plan. Chief Lewis explained the radio will be supported by Motorola for five years but is no longer manufactured. He also reminded the Board that in 2008/2009 he asked the Budget Committee for \$45,000 for new radio equipment and had that conversation in a deliberative session with Ms. Schneider present. He suggests a more proactive approach by replacing one per year to avoid having to purchase a bunch at one time. Mrs. Cote stated she will support the purchase knowing these radios are not functional but suggested the Board should develop a plan for replacements. Mr. Alpers asked Chief Lewis to contact Lily Pond and the other Londonderry Company for pricing on equipment. Chief Lewis also suggested that they could purchase equipment from Ossipee Mountain and have another company install the equipment.

Ms. Schneider asked for the upcoming budget year, which cruiser would be taken out of service if a new cruiser is being proposed? The 2008 Crown Victoria will be taken out of service which is scheduled to receive a new radio. The new radio will be transferred to the new cruiser purchased next year. She also asked about using the radio in the government car for the time being. Chief Lewis replied that it did not pass the field test when moved to another location.

Mr. Capone noted that he had prepared two requisitions. One for the purchase of the radios and one for the installation of the radios. Mr. Lagueux made a motion to authorize PO# 4712 and 4713 for the replacement and installation of three radios pending research and pricing from the other proposed companies, seconded by Mrs. Cote. The Board voted 3-0 with one abstention by Ms. Schneider.

Parking in Downtown

Mr. Alpers reviewed the process for parking in downtown during the winter months. Generally when the Highway Department begins clearing snow they would contact the Police Department for help with moving vehicles but would need to wait until someone arrived. Mr. Bucklin felt this did not work very well. He suggested no parking in downtown during storms or designating two parking areas. Mr. Capone explained the signs posted according to State law for parking enforcement. Suggestions for parking were discussed. Mr. Bucklin agreed to designate two parking lots in town which could be for tenant parking during storms. It was suggested that the area in back of the Library and the Municipal lot adjacent to TD Bank be used for that purpose. Mrs. Cote inquired using the reverse 911 system to notify people during storms. Board members discussed communicating with landlords and creating a plan for the winter parking. Mr. Capone suggested the Highway Safety Committee work on this project. Chief Lewis suggested leasing parking spaces and collecting information to contact the users during storms or other emergencies. Mrs. Cote inquired if the Highway Department had a set time for lot maintenance at the Library. Mr. Bucklin stated it varies depending on the timing and type of storm.

Police Department Update – Chief Lewis

Chief Lewis noted that there has been a 30% increase in investigations since last year. He discussed some of the crime trends seen recently in Bristol which have led to the increase. Many of the crimes have been solved thanks to the officers involved and their police work. Unfortunately Educational programs such as DARE and Senior Center meetings are still active. Media publicity has grown tremendously which allows the Police Department to update the public on safety issues or events. Local events held weekly or seasonally have been patrolled on foot or bicycle. The Police Department takes on interns each semester to train with the department. Recently a female student has been interning with the department and is on patrols during the evening with an officer.

Mr. Alpers inquired on some of the incidents that are occurring in the community. Chief Lewis explained that recent burglaries can be attributed to the low economy. Drug use in the area has increased and is still a concern. Individuals connected with recent burglaries have been arrested. The Police Department spends a lot of time focusing on investigations to solve cases as quickly as possible. Other burglaries in the area were discussed briefly. Eric Rottenecker inquired on whether prescription drug abuse is an issue in the community. Chief Lewis responded by explaining some of the drug issues in Bristol. The Chair thanked Chief Lewis for attending the meeting.

The Board resumed a discussion of some road related matters. The Town Administrator had provided an updated road standard developed with the Highway Superintendent. The changes to the standard were designed to be incorporated into the site plan and subdivision regulations to provide more guidance to developers. After a brief discussion Mr. Lagueux made a motion to approve the updated road standards, seconded by Ms. Schneider. The Board approved the motion in a 4-0 vote.

Mr. Bucklin presented a requisition for chip sealing 7,400 feet of Peaked Hill Road. He explained the process of chip sealing to those present. It was mentioned that chip sealing is less expensive than regular paving, but can only be used in certain instances. The section of Smith River Road that had been chip sealed a few years ago was holding up well.

Mr. Lagueux made a motion to approve PO# 4714 to Allstate Asphalt Inc. for crack fill and chip seal from River Road to Old Stage Road in the amount of \$46,043.20, seconded by Ms. Schneider. The Board voted 4-0 in favor of the motion.

Town Administrator's Report

Mr. Capone updated the Board on a few events coming up. A representative from Senator Ayotte's office will be holding office hours this week on August 7th from 11:30-12:30 at the Town Office.

Updated financial packets will be available for the Board by the next meeting.

Senator Forrester will be attending the meeting on August 18th. Superintendent Chartier will also be in attendance at the next meeting.

The Town Administrator mentioned that he was expecting to receive a check from the Solid Waste Coop in the amount of \$89,833. An additional \$27,884 will be received later this year. These funds were coming from the COOP's landfill expansion fund which was no longer needed and an ash credit provided as part of the new contract with Wheelabrator. It is anticipated that approximately \$100,000 more in funds will be returned to the Town in 2015 and 2016. All of this money will go into the revolving fund established by last year's Town Meeting for improvements to the Transfer Station to promote more recycling.

Select Board items

Mr. Alpers commented on the success of 'Making it in Bristol' event last Saturday and commended Lucille Keegan and Hilda Bruno for their work on the event.

Mr. Alpers is working on the Economic Development task plan with Mrs. Cote, but is not finished with his notes yet.

Ms. Schneider inquired on the status of having an intern from Plymouth State University's business program working with the Finance Office. Mr. Capone explained that the approvals required by the Department of Labor were not received in time to place an intern last semester, but they hope to have an intern in the fall.

Mrs. Cote suggested to the Board to begin with a process now prior to budget season for merit raises if they are going to consider this for the next year. Mr. Alpers suggested discussing that item in September. Dates are being coordinated with the Budget Committee Chair for meeting with the Department Heads. The Library conference room will be used for the event. Mrs. Cote also reminded the Board of any contracts that are in need of review. Mr. Capone added that there may be a few vendor contracts up for review in 2015 such as the auditing services, long distance telephone services and energy services.

Mr. Lagueux inquired on the status of the Transportation Alternatives Program submissions. The Town Administrator indicated that two letters of interest had been submitted to NHDOT.

Public Comment

Margaret Hoyle asked about the downtown project punch list. Items still left on the punch list were discussed. Once they are completed, the State will conduct an inspection for completion. Final project numbers will be available once all the project reimbursements have been approved and finalized.

Eric Rottenecker inquired on pricing for different equipment for the Police Department. Mr. Lagueux added that there was some conversation at Summer Town Meeting regarding cell service in Bristol which is important to the Town's departments and employee safety. Potential sites for cell towers were discussed.

With no other business to come before the Board, at 7:58PM Mr. Lagueux made a motion to adjourn. The motion was seconded by Ms. Schneider. The Board voted 4-0 in favor of adjournment.

Respectfully Submitted:

Kelly Lacasse

Rick Alpers, Chair

Shaun Lagueux, Vice Chair

Betsy Schneider, Select Board

Janet Cote, Select Board