

Minutes

Bristol Select Board

October 30, 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 6:00PM.

Mr. Lagueux made a motion to approve the minutes from October 16, 2014 seconded by Ms. Schneider. With no further discussion, the Board voted 4-0 in favor of approving the minutes.

Consent agenda: Ms. Schneider made a motion to approve the consent agenda dated October 30th to include the items named therein, seconded by Mrs. Cote. The Board voted 4-0 in favor of approving the consent agenda.

New Business:

Harriet Drive: This discussion is an update from several weeks ago. Mr. Alpers commented that the road standards have changed going forward in that roads will have to be paved in order to be adopted as a town road. This road was already in the mix and would not have to be held to the new standard to be accepted as a town road. Mrs. Cote made a motion to accept Harriet Drive as a town road in its condition as recommended by Mark Bucklin, seconded by Mr. Lagueux. The Board voted 4-0 in favor of the motion. Mr. Lagueux commented that this decision is perfectly reasonable and appropriate given that it's been in the works for quite a while. Mr. Alpers commented that the road is in good shape and appreciates all the work done by the residents.

Steve Darrow:

Republican candidate for Grafton House seat 17, Steve Darrow, introduced himself to the Board. Mr. Darrow told of his work experience and reasons for running for this seat. He expressed his wish for support on November 4th.

2015 Budget Update:

Mr. Capone commented that he is continuing to work on getting numbers together and that developing the budget continues to be a fluid process. Mr. Capone will try to send out the initial numbers on Monday and will work towards getting a revised worksheet to the Board before the next work session. Ms. Schneider asked about the Police Department grant related expenses and where they were in the budget. Ms. Schneider spoke with the police chief and was informed that there are three overtime grants for DWI, Seatbelts, and Speed Control Enforcement totaling \$14,161. Ms. Schneider commented that these items are put directly in the Overtime budget line and last year the select board agreed it is important for the grant money to be separated out. It looks like the Overtime line is over by \$16,000 when it is really over by \$2,500. Mr. Capone stated that the grant money doesn't show up in this budget

report but it is being isolated. There is an offsetting revenue number but the collection periods create a lag in the numbers. Ms. Schneider commented that it is important for the budget committee to see and understand this for the meeting on November 8th. Mr. Lagueux asked if there are any revenue surprises for 2014. Mr. Capone commented that the MS4 is being updated and revised and that revenues are looked at monthly. The state money does not arrive until the end of the year.

Historical Society/ Events Committee:

Les Dion distributed the town events flier to the Board. Mrs. Dion told the Board that the Lions Club will no longer be funding some events, including the 4th of July parade and fireworks. Mrs. Dion is helping to build the Community Events budget and needs to know if the town will take over funding for these events. The money is minimal for the parade and the events committee does not want to see department budgets suffer cuts to fund the fireworks but the committee does not want to take on the fundraising for them. Mr. Alpers commented that he would rather see the parade as a town event for liability purposes. Mr. Lagueux commented that the town should have some ownership and feels funding should be 50/50 between town funding with a warrant article and fundraising. Mr. Alpers asked what the attendance has been at the fireworks shows. Chief Lewis said attendance is approximately 2800 to 3500 people, with more attendance when the show is at the lake. Ms. Schneider asked about the possibility of the fireworks going back to the lake. Mr. Alpers replied that a barge would have to be rented. Mr. Capone will ask other towns what they have been charged for barge rentals. Mrs. Cote commented that the town needs to look at the cost of having the show at Kelley Park as compared to the lake. Ms. Dion informed the Board that the Lions Club is continuing to sponsor the circus and Joe Denning will head this event. Mr. Alpers expressed concern over damage done to the park. Ms. Schneider asked if a quantitative damage assessment was done. Mr. Capone replied that one had been done and the damage was not enough to constitute an insurance claim but enough to be of concern for the use of the field. Mrs. Dion said that there is no backup plan in case of rain and this has been requested. The events committee is not interested in running the circus if the Lions Club does not run it. Mrs. Dion reported that the ribbon cutting ceremony for Kelley Park has been postponed until the night of the first summer concert in 2015. The Kelley Park budget will include funding for tiered seating and field maintenance and field irrigation. The current irrigation system is the water wheel and it is a liability. Quotes will be obtained from companies regarding the irrigation. The worst case scenario could be a \$50,000 project that could be funded over two years. Mr. Capone told the Board that a maintenance position could be created to maintain the park during the peak season, which is the first of May to the end of October. This position will be 30 hours per week at \$12/hour to do the mowing and maintenance projects. An RFP will be developed with a task list for this work to see what companies will charge for the service. Ms. Dion told the Board that Dan from the TTCC will start a committee to look at the potential of constructing an ice rink at the park. The committee will investigate costs, locations, fundraising, and maintenance costs. Ms. Schneider volunteered to be the Select Board rep for this committee.

Lucille Keegan requested that the Old Fire Station be painted. Mr. Capone suggested that a professional paint job needs to be priced and that lead paint regulations need to be looked at also. Mrs. Keegan has been working on banner designs with Clay Dingman. There is a company in Plymouth that will make the

double sided banners for the 18 light poles at \$47.25 each. Mr. Capone commented that there was no money originally budgeted for banners but in the Patriotic Purposes line there is \$500 of available money that could be used for these banners. The \$500 was budgeted for replacement flags but the funds did not have to be utilized as the flags were donated. Mrs. Keegan said that fundraising would be looked at also. Mr. Lagueux made a motion to use the \$500 in Patriotic Purposes for the purchase of winter flags for the light poles, seconded by Ms. Schneider. The Board voted 4-0 in favor of the motion. Hilda Bruno has looked into solar lights for the trees around the square. The 200 light sets cost \$45 per set. The trees may need two sets of lights each. Solar is needed as there is nothing to plug into. Mrs. Bruno found a good spot on the bike path for the pump house to be moved to. This will wait until spring and it will be repainted. Mr. Lagueux commented that he would donate time to help place historic markers along the bike path. Mr. Alpers commented that the town needs to start putting money away for the 2019 Bicentennial celebration. He would like to see a reserve account seeded with \$10,000 to get started. Mrs. Bruno suggested that a decorating committee be officially started in the town. Mr. Lagueux made a motion to create a downtown decorating committee, seconded by Ms. Schneider. The Board voted 4-0 in favor of the motion. Mr. Alpers nominated Lucille Keegan as Chair of the committee. Ray Courchaine will advertise the notice for applicants to sit on this committee. Mrs. Keegan will talk with Mr. Capone about setting up a budget for the new committee.

Hazardous Waste discussion will be placed on the November 12th agenda.

Police Department updates:

Chief Lewis reported that the police department worked with the Events Committee to provide safety and protection for the Halloween parade. Chief Lewis told the Board that it is a good idea for the town to own events like parades because of the safety and liability issues. Police Department community outreach initiatives include an active Explorers post, an active DARE program in the schools, a safety committee that works with the schools to hold safety drills, and Coffee with a Cop which is held on the first full week of each month at different locations around town. This has been a great hit. The public are much more comfortable talking in this setting than in the police station. The Citizens Police Academy will be pitched again this fall. This program includes defensive tactics, ride alongs, policy procedures, police equipment tours, and dispatch tours. An officer is sent quarterly to the elderly center to give talks on protection. There is a defensive tactics course for women held at the community center that is well attended. Chief Lewis reported on a major incident involving the theft of several firearms from a federally licensed dealer in town. Chief Lewis commended the officers for working countless hours over the several weeks it took to wrap that incident up. The investigation allowed the department to locate over 100 stolen firearms. The Bristol PD has run \$818,000 worth of property through the evidence room including impounded and seized items as well as evidence in cases. Mr. Alpers asked about the impact that heroin has had on the community. Chief Lewis reported that Bristol has had the second greatest number of heroin overdoses in the Lakes Region which includes fatalities involving heroin overdoses. Police officers do not have Narcan as the town has 24 hour emergency EMS coverage. Narcan is a device that administers a medication used to reverse opioid overdoses. Mrs. Cote asked about public education regarding heroin. Chief Lewis can work to put together a community forum and will continue to work with the schools on this issue.

Town Administrator's Report:

The new drainage structure in the south end of the square has been installed and the little drop in the pavement will be repaved. These are the last items on the punch list. There was a meeting with the project engineer for the Public Service project and work being done down at the substation. They will finish pulling the rest of the lines by the end of the year. The November Select Board meeting dates were originally scheduled for the 6th and 20th. There are some conflicts so the new dates proposed are Wednesday the 12th at the Fire Station as the Planning Board is meeting at the Town Offices and Tuesday the 18th at the Town Offices. A future budget work session will be scheduled. The sheet rock at the Old Town Hall was completed on budget. The second phase of the siding work will be completed by the end of next week. There will be \$1,999.55 left over. Mark Bucklin is not comfortable doing the carpentry work to move the handicap ramp. A quote will be obtained to complete the ramp. Mr. Capone and Ms. Heaney inspected the attic of the Old Town Hall for bats. There do not appear to be any evidence of bats residing there. There was a slight leak around the chimney. Weather Check came back and patched it. There are several small openings that will be sealed up. LCHIP visited the site. A decision on the \$30,000 grant will be forthcoming in late November or early December. Sandra Heaney volunteered to reglaze the windows. The Old Fire Station will be drained and closed up for the winter. The Board agreed that the Old Town Hall should be drained and closed down for the winter also. DRA sent the tax rate setting worksheet to the town. Last year's tax rate was \$20.18 overall. This year's rate will be \$20.13. There is a five cent decrease without any use of the unreserved fund balance. The unreserved fund balance is currently at \$787,949 with the potential to deposit \$100,000 more into the fund at the end of the year. Mr. Alpers advocates not using the fund balance to lower the tax rate but to let it build up to a healthy level. The Board all agreed. Mrs. Cote commented that the tax rate dropped due to lower school and county portions and that the town and state portions went up. DRA will get the final approval to the town. A new warrant will be drawn up for the Board to sign. Raymah can then get the new tax bills sent out.

Select Board Items:

Shaun Lagueux commented that he received a complaint about the current Metrocast services in town. Mr. Capone responded that a long term contract with Metrocast runs until 2025. Mr. Lagueux reported that the Kelley Park signs are up downtown.

Betsy Schneider asked about the status of the renewable energy credit contract that was sent to the town attorney. Mr. Capone stated that there was some wording changed and the contract was sent back to the company. The company is okay with the new wording but wants to discuss the term which expires at the end of the year. Ms. Schneider commented that Mike Barrett at Bestway contacted her about the cans at the transfer station. Wheelbrator is having issues with two of the cans and feels they need to be replaced. Mr. Capone will look into this.

Public Comment:

With no further public business to come before the Board, at 8:07PM Mr. Lagueux made a motion for the Board to go into non-public session under RSA 91-A:3 (a),(e) and (d), seconded by Ms. Schneider. A roll call vote was held. The motion carried by a vote of 4-0.

At 9:31PM, Mr. Lagueux made a motion to adjourn. The motion was seconded by Mrs. Cote. The Board voted 4-0 in favor of adjournment.

Respectfully submitted,

Wendy Costigan

Rick Alpers, Chair

Shaun Lagueux, Vice Chair

Betsy Schneider, Select Board

Janet Cote, Select Board