

## Minutes

### Bristol Select Board

January 29, 2015

**Present:** Select Board members: Rick Alpers, Shaun Lagueux, Janet Cote, Betsy Schneider, and Town Administrator Michael Capone.

Mr. Lagueux made a motion to approve the public and non-public minutes from January 8, 2015 seconded by Mrs. Cote. With no further discussion, the Board voted 4-0 in favor of approving the minutes.

Consent agenda: Mrs. Cote made a motion to approve the consent agenda dated January 29th to include the items named therein, seconded by Mr. Lagueux. The Board voted 4-0 in favor of approving the consent agenda.

#### **Lions Club:**

Merle Lyons attended to discuss concerns the Board has regarding the annual circus event and to request to use Kelley Park for the circus in 2015. Mr. Alpers stated that his concerns are the impact the circus has on the field, especially last year when the event was two days instead of one. The attendance seemed less over two days also. Mr. Lyons replied that both the Lions Club and the circus have insurance. The Lions Club was not contacted last year regarding any damage. The circus has requested Wednesday, June 24<sup>th</sup> for a one day event. The circus supports local businesses and spent a lot of money in town over the two days last year. The circus is a major fundraiser for the Lions Club. Mr. Alpers commented that the Board has the responsibility to protect the field and make sure it is well taken care of. A one day event is more agreeable. The TTCC has concerns regarding the plan for downpours on the day of the event. Is there a backup plan? Mr. Lyons replied that there is no other location to hold the event. Ms. Schneider asked if the insurance would take care of damages. Mr. Lyons replied that the circus would take care of damages. Mr. Lagueux commented that a certificate of coverage should be supplied to the Town. Mr. Lyons replied that one was supplied last year and will supply one this year. Mr. Alpers commented that the Town will make sure to document any damage and file a claim if damage is found.

#### **Warrant Articles:**

Mr. Capone commented that the Operating budget article is written in standard DRA format. The Budget Committee number has not been finalized yet. The Select Board number has been added to the article. Some language to the police outside details article has been updated based on the discussion from the last Select Board meeting regarding the percentage of revenues that would be retained by the fund. DRA requested language to include what percentage of revenue would be retained by the fund versus what percent of revenues would go into the General Fund. A couple of articles were added including one regarding the ability to regulate pawnbrokers and authorizing a 10 year parking lease for a residence in Central Square. Mr. Lagueux commented that the article concerning pawnbrokers allows

the Town and Police Department to ask for information regarding articles the pawnbrokers obtained. The information is voluntarily given now. Mr. Alpers commented that the Courts say the Town can't ban pawnbrokers from the community but RSA 398 gives the Town guidance and rules to regulate them. Ms. Schneider asked for clarification regarding the parking lease and the RSA 41:11-3. Mr. Alpers replied that the article for the parking spaces is strictly an agreement with a property owner for a 10 year lease and that the 41:11 is to allow the Board to enter into any future lease for up to 5 years. Mr. Capone replied that the current lease for the parking spaces includes an option for a 10 year renewal. The 41:11 RSA can be used for other agreements or real estate leases. Mrs. Cote commented that the Town needs the flexibility that 41:11 gives. Mr. Alpers requested that the order of these two articles be flipped on the warrant. Mr. Alpers asked if there have been any updates regarding the irrigation system for Kelley Park. Mr. Capone replied that he only had one quote and included that pricing in the article. The amount can be amended at Town Meeting. Ms. Schneider commented that she would like to find out how the original \$50,000 amount was acquired.

Shaun Lagueux made a motion to approve warrant article #1: Operating Budget, seconded by Janet Cote. The Board voted 4-0 to recommend the article.

Shaun Lagueux made a motion to approve warrant article #2: Police Revolving Fund, seconded by Janet Cote. Ms. Schneider commented that she does not feel comfortable with the 20% of revenues going into the operating budget and that she does think we need to change the way we handle Police details. The Board voted 3-1 to recommend the article.

Janet Cote made a motion to approve warrant article #3: CRF for Revaluation, seconded by Betsy Schneider. The Board voted 4-0 to recommend the article.

Betsy Schneider made a motion to approve warrant article #4: Bicentennial Fund CRF, seconded by Shaun Lagueux. The Board voted 4-0 to recommend this article.

Shaun Lagueux made a motion to approve warrant article #5: Contingency Fund, seconded by Janet Cote. The Board voted 4-0 to recommend this article.

Shaun Lagueux made a motion to approve warrant article #6 Kelley Park Irrigation, seconded by Janet Cote. Mr. Alpers commented that more quotes need to be obtained by before March and the original quote needs to be supplied to the Board. Ms. Schneider commented that she is not comfortable with a \$50,000 to \$70,000 irrigation system when there could be a less expensive way to water the park. There needs to be a bigger conversation regarding this and see if there could be a better plan. Other places should be looked at to see how their parks are irrigated. Mrs. Cote commented that there needs to be more discussions about the maintenance issues at Kelley Park. Mr. Alpers commented that he will be prepared to speak on this article at Town Meeting but agrees that more homework needs to be done. The Park committee can present information and make a defense of the article too. Mr. Alpers commented that the article can be passed over or tabled at Town meeting if no new information comes in. Mr. Lagueux commented that he is okay with waiting a year if that is the consensus of the Board but he would like to see the article go before the voters as the Select Board offers guidance and direction regarding this article. The Board voted 2-2 to on the article. Mr. Alpers request that Mr. Capone reach

out to Les Dion to get a meeting scheduled to discuss this with Ms. Schneider and Mrs. Cote present at the meeting.

Janet Cote made a motion to approve article #7: Accrued Wages Reserve, seconded by Betsy Schneider. The Board voted 4-0 to recommend the article.

Janet Cote made a motion to approve article #8: 79-E, seconded by Betsy Schneider. The Board voted 4-0 to recommend the article.

Janet Cote made a motion to approve article #9: 41:11-a III, seconded by Shaun Lagueux. The Board voted 4-0 to recommend the article.

Betsy Schneider made a motion to approve article #10: Housekeeping for Town Building Maintenance, seconded by Janet Cote. The Board voted 4-0 to recommend the article.

Shaun Lagueux made a motion to approve article #11: Pawnbrokers, seconded by Betsy Schneider. The Board voted 4-0 to recommend this article.

Betsy Schneider made a motion to approve article #12: Parking Lease, seconded by Shaun Lagueux. The Board voted 4-0 to recommend the article.

**CIP Recommended Items:**

Cruiser Lease: Mr. Alpers asked Chief Lewis to clarify the mileage on the existing vehicles. Chief Lewis replied that the mileage estimates were based on October not June trade-in dates. The mileage estimates given to Ms. Schneider on January 8<sup>th</sup> are an accurate reflection of mileage with 4,000 miles added on. The mileage on the 2008 vehicle is approximately 169,000 to 173,000 miles. The 2010 Expedition has 114,000 to 118,000 miles on it. Mr. Alpers commented that he supports purchasing two vehicles and not the lease agreement. Ms. Schneider commented that she is comfortable with purchasing one vehicle. Mr. Lagueux asked if there are vehicles purchase which come out of service. Chief Lewis replied that the 2008 Crown Victoria would come out of police service and become the town vehicle and the 2010 Expedition would come out of service. Ms. Schneider questioned if the price of \$44,000 included the upgraded engine for \$2,700, the \$2,300 extended warranty and the \$910 maintenance plan (which is what Chief Lewis originally told the CIP, the Budget Committee, and the Select Board the price included). Chief Lewis said that it did not include those items. Ms. Schneider wanted an explanation as to why the price was still \$44,000. Chief Lewis said that the \$13,500 was for additional options. Ms. Schneider decided to no longer be in favor of purchasing one cruiser because the Board was not aware of this change. Mrs. Cote supports purchasing one vehicle and getting back on a purchase schedule. Mr. Lagueux supports purchasing two vehicles. Janet Cote made a motion to purchase one cruiser at \$44,000, seconded by Shaun Lagueux. The Board voted 3-1 to approve the motion.

Communication Equipment: Shaun Lagueux made a motion to approve the article to purchase communication equipment for the Police Department, seconded by Janet Cote. The Board voted 4-0 to recommend the article.

One Ton: Mr. Alpers commented that this is a two year lease totaling \$120,000, the first year payment is \$60,000. Mr. Lagueux asked what truck will be replaced. Mark Bucklin replied that the 2008 F550 will be traded in towards the new truck. The 2008 truck has a broken frame that has been welded a number of times. Ms. Schneider asked what repairs need to be done to it. Mr. Bucklin replied that it is not the mileage but the hours put on the truck. It is time to replace it before problems start to happen. Mr. Lagueux asked what the trade in value is and if there is a higher value if the Town sold it. Mr. Bucklin replied there is about a \$7,000 to \$8,000 trade in value and if the Town sold it there is the chance that the bids would be low. Ms. Schneider asked what happens to the trade in value. Mr. Alpers replied that it just comes off the price of the new truck. Shaun Lagueux made a motion to approve the article to purchase a one ton truck, seconded by Janet Cote. The Board voted 3-1 to recommend the article.

Hydraulic Tools: Shaun Lagueux moved to approve the article to purchase hydraulic tools for the Fire Department, seconded by Betsy Schneider. Ms. Schneider asked if the blades can be changed. Chief Yannuzzi replied that it's not the blades that are the problem but the power of the unit. The psi on the 1985 unit is not strong enough to cut metal on new cars. The Board voted 4-0 to recommend this article.

Command Vehicle: Betsy Schneider made a motion to approve the article to purchase a command vehicle for the Fire Department, seconded by Shaun Lagueux. Mrs. Cote asked if the existing vehicle can be used for another year. Chief Yannuzzi replied that the current vehicle won't pass inspection this year. The Town spent \$3,000 last year in order to get it to pass inspection then. Ms. Schneider commented that she is in favor of lowering the amount in order to purchase the Expedition model that is less expensive. Mr. Alpers commented that he does not want to put thousands of dollars into a vehicle that needs to be replaced. Chief Yannuzzi commented that the inspection expires at the end of March on the current vehicle and if the article doesn't pass money will have to be found to make repairs to pass inspection again. The Board voted 4-0 to recommend the article.

Backup Generator: Mr. Alpers commented that the cost is \$26,000 with \$13,000 coming from a grant. This is a portable unit for the Town Offices. Mrs. Cote asked if the transfer switch is included. Chief Yannuzzi replied that the entire package is included. Ms. Schneider feels the Town should wait one more year. Janet Cote made a motion to approve the article for the backup generator, seconded by Shaun Lagueux. The Board voted 3-1 to recommend the article.

#### **2015 Budget Update:**

Mr. Capone presented the Board with an updated 2014 revenue report and an estimated 2015 revenue report. The budget as it exists does have 2014 actuals that should be the final numbers. Mrs. Cote asked about any language that is needed for the Police Outside Details if the article does not pass at Town Meeting. Mr. Lagueux replied that an amendment can be made on the floor of Town Meeting if it does not pass. Chief Yannuzzi informed the Board that there is no wage increase for call staff in the new budget. Chief Yannuzzi requested permission to include wage adjustments for call staff in the new budget by moving money in other department budget lines but not increasing the budget. Mr. Alpers

instructed Chief Yannuzzi to present the changes to the Select Board after Town Meeting show the line changes.

**Town Administrator's Report:**

Mr. Capone reminded the Board that the Budget Committee public hearing is on February 3<sup>rd</sup> at 7:00 at the Minot-Sleeper Library. If a second public hearing is needed it will be held on February 4<sup>th</sup> at 7:00 at the library. The first session of Town Meeting is on Tuesday March 10<sup>th</sup> with voting at the Marion Center from 7am to 7pm. The second session will be Saturday March 14<sup>th</sup> at 9am at the High School auditorium. Mr. Capone asked the Board if they want legal counsel for the second session of Town Meeting. Mr. Alpers replied that it is a good idea to have council there for procedural questions. Mr. Capone informed the Board that he has been monitoring electricity rates. The lower rates from last year have expired. The Town has an opportunity to switch back to Integrys at a lower rate. A contract with a February start date has a rate of \$0.764 per KW hour for 9 months. A contract with a March start date has a rate of \$0.719 per KW hour. There is no guarantee that rates will not increase in the next month. Mrs. Cote commented that these rates are lower than last year's rates. Mr. Capone replied that the savings could be \$1,000 to \$1,500 per month. Shaun Lagueux made a motion to approve the February 1<sup>st</sup> contract with Bulk Energy for \$0.764 for 9 months, seconded by Betsy Schneider. The Board voted 4-0 to approve the motion.

Town Clerk/Tax Collector, Raymah Simpson was present to review some abatements with the Board. Betsy Schneider made a motion to approve the abatements as presented to the Board by the Town Clerk/Tax Collector, seconded by Shaun Lagueux. The Board voted 4-0 to approve the motion.

**Select Board Items:**

Mr. Alpers informed the Board that a meeting was held with the Triathlon representatives and the race will be held in Bristol again this year. This is a smaller version of the triathlon with about 600 people participating per day. There are some date issues, but a date towards the end of September is being finalized. Mr. Alpers commented that the Economic Development Task Force is close to getting the business owner survey out online. Once the Task Force gets responses, the data will be looked at and a report will be brought to the Select Board.

Mrs. Cote reported that at the last Board meeting she was tasked with making edits to the SAU letter and sending to the joint boards. This was done and one response was received by the Danbury Select Board who thanked the Bristol Board for editing the letter but wanted an emphasis on keeping local elementary schools open added to the letter. Mr. Lagueux commented that he doesn't feel that there is a need to include the elementary school discussion. Mr. Alpers agreed that it doesn't need to be included as that discussion was unanimously agreed. Mr. Alpers will contact Terry Murphy to see where the letter is now.

Mr. Lagueux reported that the Budget Committee has not voted on a final budget but that the entire budget has been gone through. There have not been a lot of tremendous changes. The process was a good one with lots of discussion.

**Public Comment:** None

With no further public business to come before the Board, at 8:01 PM Mr. Lagueux made a motion for the Board to go into non-public session under RSA 91-A:3 (a) and (d), seconded by Ms. Schneider. A roll call vote was held. The motion carried by a vote of 4-0.

At 9:04 PM, 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,

Wendy Costigan



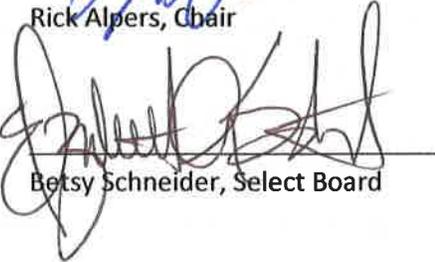
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Rick Alpers, Chair



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Shaun Lagueux, Vice Chair



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Betsy Schneider, Select Board



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Janet Cote, Select Board