

## Minutes

### Bristol Select Board

June 11, 2015

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

The meeting was called to order at 6:01PM.

Mr. Alpers made a motion to approve the public and non-public minutes from May 28, 2015 seconded by Ms. Schneider. With no further discussion, the Board voted 3-0-1 in favor of approving the minutes.

Consent agenda: Mr. Alpers made a motion to approve the consent agenda dated June 11, 2015 to include the items named therein, seconded by Ms. Schneider. Mr. Lagueux requested that the intent to cut be pulled out. The Board voted 4-0 to approve the consent agenda as amended. Mr. Lagueux made a motion to approve the intent to cut with a note attached for DRA, seconded by Ms. Schneider. The Board voted 4-0 to approve the motion.

#### **Discussion of Space Needs:**

Mr. Capone commented that a spreadsheet with narrative was sent to the Board with options to address the space concerns for the Town Offices and the Police Department. The preliminary numbers are based on conversations the Board has had regarding new buildings versus renovating. Mr. Capone met with two representatives from SMP in Concord and looked at a couple of buildings and the current building. SMP will run numbers and refine them for the Board.

Mr. Alpers commented that this conversation has been going on for the last 20 years and that the Board needs to make a decision and push this forward this year. Mr. Alpers commented that although he is open to discussion, he is leaning towards the boat shop property as this property will provide space for years to come.

Mrs. Cote commented that she is in agreement that opportunities have been presented and that there does need to be longer term solutions for space needs.

Mr. Lagueux commented that in his opinion there are two viable options, the boat shop and the medical building, and that the current facility is not an option.

Mrs. Cote replied that the Board is in a position to start the discussion on the most cost effective way to deal with the problems and that more information is needed.

Mr. Alpers stated that the Board needs to get estimates on the properties so a decision can be made.

Ms. Schneider commented that the minutes from the July 15, 2014 CIP meeting include a comment by the Police Chief saying that studies show that the Police Department should be near the center of town. Ms. Schneider suggested that a small group be formed with Select Board members and some public to

come up with ideas. Ms. Schneider commented that she is not opposed to the boat shop property but that a lot more information needs to come and that there is also the neighboring property and revamping the current building.

Mr. Lagueux asked that if the price tag is similar why would we purchase a smaller lot when there are options going forward.

Ms. Schneider replied that a real plan is needed for the boat shop property.

Mrs. Cote asked when the Board will hear back from SMP. Mr. Capone replied that he should hear early next week from SMP.

Mr. Capone suggested that a work session be scheduled to run through the models. The Board scheduled a work session for June 18<sup>th</sup> at 5:00pm at the Town Offices. Mr. Capone will ask Eric and/or Jason from SMP to attend the work session.

Mr. Alpers suggested that the Police Chief attend too.

#### **Review of New and Revised Policies:**

Mr. Lagueux made a motion to table this until the next regular Select Board meeting, seconded by Ms. Schneider.

#### **Workers Compensation CAP Program:**

Mr. Capone forwarded materials for the Board to review. The decision needs to be made by July 10<sup>th</sup>. Mr. Capone stated that the original plan was to requote this with Primex and LGC, but that LGC is not writing any new workers comp coverage. Mr. Capone stated that he would like to bid this out but that there are certain levels of protection that pool providers offer versus private sector providers. This is a single source provider situation as there are no other pool providers to look at now. Mr. Capone stated that he is comfortable with Primex as the provider. Ms. Schneider asked who the town of Franklin uses. Mr. Alpers replied that Franklin uses Primex. Mr. Lagueux made a motion to execute the CAP agreement with Primex, seconded by Ms. Schneider. The Board voted 3-0-1 in favor of the motion.

#### **Town Administrator's Report:**

The ambulance agreements were presented as part of the consent agenda.

A copy of the 79-E application for 12 Central Street has been sent to each Board member. A public hearing has been noticed for June 25<sup>th</sup> to discuss the application.

June 25<sup>th</sup> is the last Thursday meeting before starting the Select Board meetings on Mondays for the summer.

The auditors will be present at the July 27<sup>th</sup> meeting to give their 2014 presentation. A soft copy of the 2014 audit will be made available to the Board in advance of the meeting. A copy of the MS-5 should be available shortly for the Board to review and approve as well.

Update from the Old Town Hall meeting: Susan Duncan is the interim chair of the new Friends Committee. Mrs. Duncan will be reaching out to those people who have volunteered to join the group.

There is an Economic Development Task Force meeting schedule for June 16<sup>th</sup> at 7:00pm. This meeting is open to the public.

Mr. Capone asked the Board if they wanted Summer Town Meeting to be held at the Marion Center or the Old Town Hall. The Board agreed that the Old Town Hall should be used. Summer Town Meeting is the first Saturday in August. Mrs. Cote commented that the Making it in Bristol event is on the same day.

Mr. Capone met with Mr. Buitendag of the Tritanium Sports along with the Police Chief, the Fire Chief and Ms. Manganiello to review public safety requirements for the event. The Triathlon takes place on September 26<sup>th</sup> and 27<sup>th</sup>.

Mr. Capone asked the Board if the Transfer Station should open on Saturday July 4<sup>th</sup>. Mr. Alpers suggested that Mark Bucklin could ask if there is anyone who wants to work that day. Mrs. Cote commented that the Town needs to publicize this as soon as possible if it is closing. The Transfer Station could open another day during the week to compensate. Mr. Alpers commented that it is the busiest weekend of the year. The Board agreed that the Transfer Station will stay open on July 4<sup>th</sup>.

The Old Town Hall is being considered for nomination for the National Register of Historic Places. The Board requested that Mr. Capone write a letter on their behalf in support of the nomination.

#### **Select Board Items:**

Mrs. Cote stated that one of Mark Bucklin's Highway Department trucks, the 2008 F-550, has major issues and options are being looked at. Mr. Capone commented that Mr. Bucklin would like to talk to the Board about letting him pay more for a truck with a few extra options that would be available sooner than a truck that is specially ordered. Ms. Schneider commented that Mr. Bucklin is going to Irwin next week to see where in the process the truck on order is. Mr. Lagueux asked if the 2008 truck is worth repairing. Ms. Schneider replied that it may not be worth repairs.

Mrs. Cote reported that she attended the mandatory employee training by Primex. There are webinars available if the other Board members would like the training also.

Mr. Lagueux asked if Mr. Capone would check on the Habitat for Humanity project as it seems to have stalled. Mr. Lagueux also asked Mr. Capone to check with Verizon to see about the plans for changing over to new poles on the North Main project. Mr. Lagueux would like to hear a response on this from Verizon. Mr. Lagueux commented that he received an email from Janet Cote regarding the Bennet Wetlands and a possible mitigation project. The Bennet Wetlands is owned by the Conservation Commission. Mr. Lagueux reported that he went with Sandra Heaney to the Bennet Wetlands and he saw very little opportunity there. Rights of way would have to be acquired by adjoining land owners. Mr. Lagueux commented that he would be willing to work with the Conservation Commission to get the boundaries repainted again.

Mr. Lagueux had heard from a shopkeeper that there may be news coverage coming into town soon and he was asked to spread the news.

Mr. Alpers asked for an update on the sidewalk project and if the Town should ask for the federal money to be released. Mr. Capone replied that there are still four properties that require temporary construction easements and that the signed memo of understanding has to be sent back. Mr. Alpers commented that it would be nice to start this project during this construction season.

Mr. Alpers asked Kelly Lacasse to draft a letter requesting that an all town Select Board meeting be held.

Mr. Alpers received a call from Les Dion. Mrs. Dion received a call from the fireworks company regarding a reduced rate for a fireworks show in honor of Joe and Paula Denning. The full fireworks show would only cost the Town approximately \$2,500. Mr. Alpers suggested that perhaps donations could be made by the public to help fund the fireworks. Mr. Capone replied that the Town can accept donations and check should be made payable to the Town of Bristol. The Board is in favor of finding funds for the fireworks show that will be held in mid-July.

**Public Comment:**

Barbara Greenwood commented that it has been more than 20 years that the Police Department facility has been discussed. The Police Department has always been a number one priority for CIP projects. Mrs. Greenwood commented that the public needs information on what is necessary and the Board needs to start educating people on the needs of the building. Mrs. Greenwood commented that she has started her own group to discuss the issue and she is getting opinions from people about this.

Karen Lukeman commented that she wrote a letter on improving the Town Crier. Mr. Capone replied that he has had some preliminary conversations with Ray Courchaine about this. The Town has limitations on what it can publish but there can be expansion as far as Facebook and social media outlets. Ray Courchaine commented that 1,500 are reached through Facebook and the Town Crier. The web page can be used for expansion too. Ms. Lukeman asked how many Town Criers are printed. Mr. Courchaine replied that around 300 are printed and there are 600-700 people looking at it online.

Steve Favorite commented that the Town needs to look to the future and the boat shop property gives the Town the biggest amount of storage.

Mr. Caldwell commented that only one option is usually presented to the public. There needs to be some public hearing to present the options instead of presenting one package that is already priced out.

With no further public business to come before the Board, at 7:19 PM Mr. Lagueux made a motion for the Board to go into non-public session under RSA 91-A:3 (a), (d) and (e), seconded by Ms. Schneider. A roll call vote was held. The motion carried by a vote of 4-0.

At 8:56 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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Janet Cote, Chair

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Shaun Lagueux, Vice Chair

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Rick Alpers, Select Board

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Paul Manganiello, Select Board

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Betsy Schneider, Select Board