

Minutes

Bristol Select Board

August 10, 2015

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

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

Ms. Schneider made a motion to approve the public and non-public minutes from July 28, 2015, seconded by Mr. Manganiello. With no further discussion, the Board voted 4-0 in favor of approving the minutes.

Consent agenda: Mr. Lagueux made a motion to approve the consent agenda dated August 10, 2015 to include the items named therein, seconded by Ms. Schneider. The Board voted 4-0 to approve the motion.

Fire Chief, Steve Yannuzzi – Department Update: Chief Yannuzzi provided the Board with a department update.

Runs to date, as of August 6th, are 642 calls. This is up by 82 calls from last year. The 642 calls do not include inspections and fire permits. Calls have been progressively increasing over the last several years.

Mutual aid ambulance runs: Bristol had 236 medical calls, Alexandria had 55 calls, Danbury had 71 calls, Hill had 27 calls, New Hampton had 2 calls, and Bridgewater had 3 calls.

There have been 35 fire runs as of August 6th this includes 8 building fires this year.

Mr. Manganiello asked if the increased calls are tied to the summer months. Chief Yannuzzi replied that the summer has been steady but activity in every part of the year has increased. Mrs. Cote asked if the increase is tied to demographics and the aging population. Chief Yannuzzi replied that he does not think so as not all calls have been medical calls. Chief Yannuzzi commented that he can look at patient care reports for this information.

Mr. Lagueux asked what percentage of the time the department transports. Chief Yannuzzi replied that for calls in contracted communities, transport is 85%-90% of the time. Chief Yannuzzi commented that communities are determining better when they need to call for the ambulance. Bristol has a little lower of a number but it is still transporting a majority of the time.

Chief Yannuzzi reported to the Board that the Tahoe date of production is within a couple of days and he is anticipating a September delivery timeframe.

The emergency generator grant has gone through but Chief Yannuzzi told the Board that he and the Town Administrator discussed holding off on the grant until the Police Department/Town Office space study goes through. The Town has until September 2016 to execute the grant and funds can be encumbered for the project. Mr. Lagueux asked if it is worth getting in the interim the hookup for the town office building. Chief Yannuzzi replied that the town office building will be getting an automatic transfer switch and there is time to wait for the study to be done. Quarterly updates just have to be done for the grant. Mr. Manganiello asked if the generator is portable. Chief Yannuzzi replied that this one is not portable. Mr. Capone commented that this is why the Town didn't want to locate the slab yet. Chief Yannuzzi stated that the slab depends on where the generator will be located.

Chief Yannuzzi commented that he sent a copy of the original quote for the extrication equipment to Ms. Schneider and Mr. Manganiello. Chief Yannuzzi commented that he would like to move forward with the package that includes demo equipment vs. new equipment. The Town will be able to get a lot more equipment at \$45,000 with demo equipment. Ms. Schneider asked if the warranty for the demo equipment is 100% transferable and if it is a time warranty. Chief Yannuzzi replied that the warranty starts when the equipment comes to the Town and the units will be completely serviced. There are only 6-7 hours on them. Ms. Schneider asked what the Town is getting for the 2000 unit. Chief Yannuzzi replied that the Town will get the streamline cutter, streamline conversion, pig tails, and mini mate power unit which takes the place of the bigger unit and has more cutting power. Ms. Schneider commented that the new unit is \$5,800 more than the \$45,000 quoted. Chief Yannuzzi replied that the Town is getting everything up to item #5 on the quote sheet for \$45,000. The Town is getting \$10,900 worth of equipment for \$4,400 more by buying the demo equipment. This effectively gets new equipment to replace the 1980 set and the Town is able to upgrade the 2000 set. The Town will be good out to 2023 with extraction equipment. Mr. Manganiello commented that the warrant article was for \$50,000 and this gives the Town an opportunity for updating both sets of equipment for the same amount of funds.

Mr. Lagueux made a motion to accept purchase order #003653 to Firematic Supply Co. in the amount of \$49,965.72 for extraction tools and to waive the purchasing policy regarding a sealed bid. Ms. Schneider seconded the motion. The motion carried with a 4-0 vote by the Board.

Chief Yannuzzi informed the Board that the Suburban and the town car were listed on an auction web site. The auction ran for two weeks and closed last Tuesday. The final bid for the Suburban was \$2,060 and the final bid for the town car was \$245. Mr. Lagueux asked how many bids were placed on each. Chief Yannuzzi replied that there were 16 bids on the Suburban and 5 bids on the town car. Ms. Schneider asked how much the commission is. Chief Yannuzzi replied that the Town doesn't pay the commission, the buyer does.

Mr. Lagueux made a motion to accept the bids on the two vehicles, \$2,060 for the Suburban and \$245 for the town car. The motion was seconded by Mr. Manganiello. The motion carried with a 4-0 vote by the Board.

Chief Yannuzzi informed the Board that the fire alarm wire transfers have been completed to the new telephone poles on Lake Street.

Chief Yannuzzi is working on the ambulance contracts for next year.

The Fire Department is having radio reception issues with Lakes Region Fire Mutual Aid. Chief Yannuzzi has been working with them on a solution. There is the ability at the Fire Station to tone out in the case of an emergency. This works off a radio system on Bristol Hill. The radio trips the pagers locally. The system didn't work when tested. Chief Yannuzzi called to have it looked at and to get quotes on replacing the antenna and cable to get the radio up and running. The cost for the antenna and cable is in the \$1,900 range. There is money in the budget; it's just an unanticipated expense. Chief Yannuzzi also talked to Lakes Region Mutual Aid about replacing the tower on Bristol Hill. They would like to put a microwave dish there in order to get a microwave signal from Mount Kearsage. The tower height will have to be about 80 feet for this. Chief Yannuzzi is working with an engineer from Lakes Region Mutual Aid to study this and the cost. Mr. Lagueux asked if there is a ballpark estimate. Chief Yannuzzi replied that the entire project is approximately \$50,000 but the cost will be split with Lakes Region Mutual Aid. Chief Yannuzzi commented that Christina is looking at deeds regarding the right of way on which the tower is currently located. Mrs. Cote commented that there may be conservation easement deeds that reference this as well and she will look into this.

Chief Yannuzzi reported that the budget as of July 31st has 39.7% of the budget remaining. The budget is right on track and where it needs to be.

The Board thanked the Chief for coming in.

Highway Superintendent, Mark Bucklin-Department Update:

Mr. Bucklin reported to the Board that he is recommending purchasing the snow plow equipment from Fairfield's. The equipment may be more expensive but it is better quality over the other companies' equipment. Donovan Equipment did not have the type of equipment needed and it doesn't meet the specs. Ms. Schneider asked how long before the Town receives the truck. Mr. Bucklin replied that he spoke with Irwin and the truck is slated for production the second week of August and he is hoping for delivery the first week of September. Mr. Bucklin commented that Fairfield's has guaranteed a 90 day turn around.

Mr. Lagueux made a motion to accept purchase order #003654 to HP Fairfield's for dump body and snow plow equipment for the one ton in the amount of \$49,950 and to waive the previously adopted purchase policy requiring a sealed bid. The motion was seconded by Mr. Manganiello. The Board voted 4-0 in favor of the motion.

Mr. Bucklin talked to the company repairing the other truck. They reported that there was one bent connecting rod but they also discovered a crack in the block. Ms. Schneider asked how much is into the cost of the repair now. Mr. Bucklin replied that he will find out when he speaks with them.

Mr. Bucklin reported to the Board that the department is replacing storm drains on High Street in preparation for paving and reclaiming. The work is about half way done. New drains were put in around the back of the Old Fire Station. Mrs. Cote asked if there were any issues with traffic. Mr. Bucklin replied that there was very little disruption but one entrance to Newfound Meadows had to be blocked for part of the day.

Mr. Bucklin reported that the rest of Peaked Hill Road and Ten Mile Brook Road were chip sealed last week.

Mr. Capone commented that the Mica Building lot still needs to be probed for depth. Mr. Bucklin commented that this will be done mostly near the upper end of the lot and near the road. Ms. Schneider asked if Mr. Bucklin can probe out back of the town offices to determine how easily it would be to extend a sally port out back. Mr. Bucklin replied that the back of the lot up on North Main Street is very gravelly with a lot of big boulders and there is ledge showing in the ditch line so running into ledge should be expected. Mr. Bucklin commented that the Town would have to pay someone to test it.

Bids are due in August 14th for paving and reclaiming.

Mr. Bucklin reported that the new foreman is on board and things are working out well.

Mr. Manganiello commented that there are two elections next year and asked about paving the lot in front of the Marion Center. Mr. Lagueux replied that the Town would have to have a lease agreement with the Marion Center. Mr. Capone will look into this. Mrs. Cote commented that it could be a temporary solution for voting.

Draft Review of Pawn Shop Ordinance:

Mr. Capone informed the Board that the language in the ordinance has been reviewed by several people, including the Police Chief, and the content is good. Included in the draft are a sample dealer license application and dealer equipment records that need to be kept. The Board can approve this without a public hearing. Mr. Manganiello asked why on page 7 the language says that a Justice of the Peace needs to notarize this. Mr. Lagueux commented that page 7 is the license application. Ms. Schneider asked if a notary could be used. Mr. Capone will check on this.

Mr. Lagueux made a motion to adopt the second hand dealer/pawnbroker ordinance per the warrant article as written as of August 10th, seconded by Ms. Schneider. The Board voted 4-0 in favor of the motion.

Town Administrator's Report:

After a discussion with the Business Administrator of the school district, fuel bids for the next heating season will be sent out jointly.

The next Select Board meeting will be on August 24th at the Water/Sewer Department.

A notice was received from PSNH to make the public aware that helicopter patrols will be used for checking the transmission lines that run through Bristol.

It is anticipated that the scraping and repainting of the Old Town Hall will begin on August 24th. This will take a week to ten days. There is lead paint to be removed, but the company is certified to do the work. The building cannot be used while the lead paint abatement is being done and abutters have been notified.

The New Hampton School is having another community service program this year. Students and faculty are available to work around town and for private citizens as well. Elderly residents can have free yard work done. Last year, this group painted the dug outs at Kelley Park. The contact information will be posted on the website.

On November 9th, CIP will make their presentation to the Budget Committee. CIP is requesting that the Select Board attend this budget meeting to hear their report also.

Select Board Items:

Mr. Manganiello reported that there was no Planning Board meeting. Mr. Manganiello asked about the timing of the fall tax bill coming due on December 1st. Mr. Capone replied that the bill usually goes out every year at this time so it is due by December 1st. Mr. Manganiello asked about any movement with the space needs study. Mr. Lagueux asked if there have been any quotes on the cost of the study. Mr. Capone replied that there is no funding in place to pay for the study. Mrs. Cote commented that the Select Board needs to have a discussion regarding this at the next meeting.

Mr. Lagueux commented that the Budget Committee did not meet in August but will meet in September. Mr. Lagueux asked if there was any update on the portable bathroom at the beach. Mr. Capone replied that a new unit was in place.

Ms. Schneider reported that a resident called about someone dumping trash on his property. Ms. Schneider asked if it is possible to have the police periodically go by this property to check on this. Mr. Capone commented that he can check with the Police Chief. Mr. Lagueux commented that the Fish and Game Department has a better program for this sort of activity. Mr. Lagueux also recommended that the resident can install a game camera on his property.

Public Comment:

Mrs. Greenwood commented that there will be a concert this Thursday at Kelley Park. There wasn't one originally scheduled. There will be no concessions. At this past Thursday's concert, almost 200 people attended. There was a police officer who walked through the park that evening. Mrs. Greenwood heard positive comments regarding this.

Mr. Simard commented that there will be a discussion about Northern Pass: What's next. The meeting is being held at the Inn at Newfound on August 26th from 5-7PM.

Mr. Sellers commented that he missed the communication regarding the cars that have just been sold. Mr. Sellers suggested that this sort of activity be posted on the web site. Mr. Sellers asked why the car that sold for \$245 was not junked for money. Ms. Schneider replied that this was looked at as an option and the price to junk was right around \$245. Ms. Schneider agreed that it is a good idea to put a link on the web site regarding auctions.

Mr. Sellers commented that Rick Alpers stated during a meeting that there was a step list for new businesses. Mr. Sellers asked Mr. Capone for a copy and he could not produce it. Mr. Capone replied that there is a list but that it is not complete and that this was mentioned to Mr. Sellers when he came in. Christina has also sent information to Mr. Sellers regarding the framework for the list. Mr. Sellers commented that he hasn't seen a list and that it was stated that there is one. Mrs. Cote replied that it is a work in progress. Mr. Lagueux stated that Mr. Sellers can get needed information from the town offices and that he just needs to ask questions and that he would not be sent away without information.

Mr. Sellers commented that the list of committee members is not up to date on the town web site. Mr. Capone replied that he will look into this.

Mrs. Greenwood commented that the TTCC staff and kids left for the Westward Bound trip.

At 7:17PM, Mr. Lagueux made a motion to adjourn. The motion was seconded by Mr. Manganiello. The Board voted 4-0 in favor of adjournment.

Respectfully submitted,

Wendy Costigan

Janet Cote, Chair

Shaun Lagueux, Vice Chair

Paul Manganiello, Select Board

Betsy Schneider, Select Board