

## Minutes

### Bristol Select Board

May 19, 2016

**Present:** Select Board members: Shaun Lagueux, Rick Alpers, Les Dion, Paul Manganiello, JP Morrison, and Town Administrator Nik Coates.

**Others Present:** Christina Goodwin.

At 5:05 PM Mr. Alpers made a motion to go into non-public session under RSA 91-A: 3 II(a), RSA 91-A: 3 II(b) and RSA 91-A: 3 II(e), seconded by Mr. Manganiello. A roll call vote was held. The motion carried by a vote of 5-0. At 5:47 PM, Mr. Alpers made a motion to come out of non-public session, seconded by Mr. Morrison.

At 5:47 PM the Board went into recess.

Mr. Alpers made a motion to seal the non-public minutes of May 19, 2016, seconded by Mr. Manganiello. The Board voted 5-0 in favor of the motion.

Mr. Alpers made a motion to approve the public and non-public minutes from May 5, 2016, seconded by Ms. Dion. The Board voted 5-0 in favor of approving the minutes as written.

**Consent agenda:** Mr. Manganiello made a motion to approve the consent agenda dated May 19, 2016 to include the items named therein, seconded by Ms. Dion. The Board voted 5-0 to approve the consent agenda.

**Department update:** Christina Goodwin presented the Board with the following Assessing Department updates.

The town received the equalization letter from DRA which includes the base valuation. The town cannot exceed a debt limit of 3% of the valuation, which is approximately 14 million. The town revaluation is being done this year. The firm is in the process of reviewing sales and will start an analysis. The finalized values will be reported around October 1<sup>st</sup>. The tax rate setting will be delayed as the report will not go to the state until after that date. The tax rate could probably be set around November. The first half tax bills will be mailed May 23<sup>rd</sup> and are due July 6<sup>th</sup>. The bills show \$10.08 as the rate. The office has four new cabinets and the painting needs to be finished.

**Fireworks committee:** Ms. Goodwin informed the Board that the final changes were made to the contract and the contract was reviewed by town counsel. The contract is signed and ready to go. The date of the fireworks is July 3<sup>rd</sup> with a rain date of July 8<sup>th</sup>. A letter is being sent to abutters discussing hours and road closures so concerns can be addressed. The beach staff has recommended that Shore Road be closed at 4:00 for set up purposes and vehicles are off the road by 6PM. The Community Events committee has purchased 600 flags for the public. A handicap parking area is being worked on. West

Shore Marine is building a barge that will meet all specifications and have state permitting. Chief Lewis commented that the town should make a formal request to have the fire marshal come during the day to inspect the barge. Mr. Coates thanked Ms. Goodwin for all her work on the fireworks.

**Community Events Committee:** Ms. Goodwin informed the Board that the summer brochure is being finalized and will include events scheduled from May through September. The Fourth of July parade route has changed quite substantially. The route starts at the top of High Street at the Old Fire Station and turns onto Pleasant Street and ends at Freudenberg. This route will incorporate more of the square. A letter for abutters will be worked on. There will be road detours at intersections. The parade theme is Newfound Superheroes Past and Present. This year there will be a male and female grand marshal.

Mr. Lagueux opened the meeting up to public comment:

Eric Rottenecker commented that he does not believe the town should move forward with the K-9 unit as the grant money is not a long term thing. He does not think it's a good alternative.

Tom Hardy commented that he feels the K-9 unit does not have a place in a small town and that the state police have a dog the town can use.

Brian Richardson commented that he represented Stand Up Newfound and he is in favor of the K-9 unit. He suggested the proposal could be done as a unit of towns. He added that drugs are a huge issue with kids and young adults in the area.

Debbie Richardson commented that the K-9 unit is a deterrent to bringing illegal substances into the area. She distributed a hand out to the Board.

Margaret Hoyle commented that she is concerned with the funding and that there was not enough thought put into it. She said it needs to be thought through more.

Dan Arsenault commented that it will be Bristol's K-9 unit and should not be shared with other towns.

Eric Nelson commented that the proposal should be voted on by the town as a warrant article and to get the information out to the public.

Rosemary D'Arcy commented that she is in favor of the K-9 unit and it is justified as it provides public safety.

Robert Fellows commented that he is concerned about the cost and needs more information.

Barbara Greenwood commented that the K-9 unit would be a big help when looking for someone and it is a good education piece for the kids.

Bill Cote commented that he received a committee study from other towns and had questions for Chief Lewis. Mr. Lagueux replied that Mr. Cote should stop and talk to Chief Lewis at the station to ask questions. Mr. Cote gave the Board a petition signed by 103 people.

Alan DeStefano commented that he supports the K-9 unit wholeheartedly and as a business owner the town needs to be safe so people will come into the area. Mr. DeStefano informed the Board that he will donate the first \$500 to fund the K-9 account.

Ernie Richards commented that he is concerned about the cost and that there was not enough time put into this to see what the impact of the overall cost will be on the town.

Paul Simard commented that he is concerned with the cost and discussed a House bill that deals with forfeiture money and if it is passed they money may be deposited into the general fund starting January 2017. He felt that the town cannot spend money on an item that is not appropriated for in the budget, and this does not have a line item. So as of January 1<sup>st</sup> it is his opinion that the town can't legally spend money on this. He commented that the town can call the state police to request services.

Betsy Schneider commented that she has a problem with it being called free and she does not think that the public got all the information. She commented that the town should consider regionalizing the K-9 as it's a Newfound problem. The towns can give Bristol money or split the cost equally.

Janet Cote commented that she does not feel she has all the information to make a decision right now. She said the Chief is working in the direction to make this work but the Board needs to look farther into this and bring it before the voters.

Pastor Chris commented that with the K-9 unit people will be less likely to traffic drugs through the community and that he looks at this issue as a safety issue for the community.

Eric Rottenecker asked if the K-9 will be used for just drugs or search and rescue. Chief Lewis replied that the tracking will be for drug related incidents. Chief Lewis commented that there needs to be state certification of tracking to follow suspects who flee.

Chief Lewis recapped the information regarding the K-9 proposal. Mr. Lagueux asked if the town can recoup costs if the dog is brought out of town. Chief Lewis replied that the Board can decide that and also create an MOU with area towns to contribute to the program for services. Mr. Manganiello commented that the forfeiture funds will have to be applied for as a grant going forward with the House bill if it passed. Mr. Manganiello commented that policies will have to be in place and he has not seen an MOU for the K-9 officer. Chief Lewis replied that the policy has been written.

Mr. Alpers made a motion to approve the K-9 proposal as presented, seconded by Ms. Dion. The Board vote 3-2 in favor of the motion.

**Eagle Scout Project:** Reed Wilson informed the Board that his main idea for an Eagle Scout project is to create a plan for the Mica lot and create a space for the community with picnic tables and flower beds. As part of the Eagle Scout project, Reed explained that he has to organize the project, give 40 hours of service, fundraise for the project and schedule and plan the work. Mr. Lagueux commented that this project fits in well with the town's plans and that Mark Bucklin could be a resource for assistance.

Mr. Alpers made a motion to approve the proposal for Reed Wilson's Eagle Scout project at the Mica Lot, seconded by Mr. Manganiello. Mr. Morrison asked what Reed's function is and what the timeline looks like. Reed Wilson replied that he will plan the project but also do hands on construction. He hopes to have the project finished by the end of summer or early fall. The Board voted 5-0 in favor of the motion. Mr. Coates commented that there is a plan for a rain garden memorial for Mason Westfall in the Mica lot. Mr. Coates will get a letter stating the Board's approval to Reed Wilson.

**Action Items:**

**Fire Department Portable Batteries:** Mr. Coates informed the Board that the batteries are being purchased for \$3,960.

**Solid Waste Ordinance:** Mr. Coates suggested that the enforcement be done by the Land Use Officer. A fee schedule needs to be finalized. The Board agreed that the first and second offense fee is \$50 and the third offense fee is \$200. Mr. Coates informed the Board that the fee structure needs to be approved at Town Meeting. The solid waste ordinance has to be a warrant article at Town Meeting. Mr. Coates has looked to see if there is an approved solid waste ordinance but he cannot find one.

**Code of Ethics Policy:** Mr. Coates informed the Board that this policy codifies the state statute and covers items such as conflict of interest, accepting gifts, recusal, and confidentiality. All employees and Board and Committee members will sign. Mr. Alpers made a motion to approve the policy as presented, seconded by Ms. Dion. The Board voted 5-0 in favor of the motion.

**Old Town Hall Usage Policy:** Mr. Manganiello presented the Board with a policy worked off of the Exeter town policy with changes made for Bristol. The number of people who will attend is needed for the fire code to be followed. Clean up requirements should be added for food served or prepared and the area that it is served should be specified. The liability insurance policy is required. Mr. Alpers commented that if alcohol is allowed the liability will have to be increased. Mr. Lagueux asked if there will be any issues with the LCHIP grant regarding advertising. Mr. Manganiello replied that signage is only in front of the building and the town sign ordinance governs the size of the signs. Mr. Coates will talk to Christina Goodwin regarding this. Mr. Manganiello commented that the application limits the user to four uses. Mr. Lagueux replied that there would be a formal agreement with an organization that uses the building regularly. Ms. Dion asked if this policy is just for the town hall or for the pavilion at the park. Mr. Alpers replied that it should be for all town facilities.

**Economic Development Committee Brochure:** Mr. Coates informed the Board that the original task force came up with the brochure and Paul Fraser would like it officially approved. There is a line item in the budget to pay for printing. Mr. Alpers suggested that two pictures be changed to show the town. Mr. Morrison asked where the brochures will go. Mr. Alpers replied that they will be at rest stops and information booths. Ms. Dion suggested that the town join the local Chamber of Commerce as they will distribute the brochure also.

**Bicentennial Committee Establishment:** Mr. Coates informed the Board that Hilda Bruno has asked that the Select Board to formally establish the Bicentennial Committee. Mr. Alpers made a motion to

formally establish the Bicentennial Committee, seconded by Mr. Manganiello. The Board voted 5-0 in favor of the motion.

**Downtown Decorating Landscaping Request:** Mr. Coates informed the Board that the committee wants to add plants around the Old Town Hall. Mr. Coates asked the committee to supply a plan for handling the maintenance of the plants.

**Town Administrator's Report:** Mr. Coates informed the Board of the following:

The Board needs to sign the Hazardous Mitigation plan signature page.

The Economic Development Committee met with Metrocast at their meeting. Metrocast has put in a wireless hot spot in the business district in one location and has asked for where to put two more locations. This is a public service just for Metrocast customers now; it's not public Wi-Fi. Metrocast is working on getting an agreement with other major companies for the Wi-Fi service.

**Select Board Items:**

Mr. Manganiello commented that the Space Needs committee talked about its mission at their meeting. The warrant article at Town Meeting included all municipal buildings and needs for the next 25 years. The committee has taken on the whole town. Mr. Lagueux commented that the committee should have no question that the police station and the town offices are top priority. Mr. Alpers commented that the committee is meeting often enough to have future conversations with them regarding this.

Mr. Alpers requested that a future Board meeting be scheduled at the Old Town Hall so that people can take a look at the work that has been done there.

Mr. Alpers commented that there are a few additional ceramic flower pots on the sidewalks downtown and wants to know if these are allowed. They look very nice but take up space on the sidewalks. Mr. Coates replied that the Land Use officer will be taking a look at this.

Mr. Morrison commented that he see kids crossing the street in front of the town offices in order to walk to school. Mr. Morrison asked how the town gets a crosswalk put in there. Mr. Coates replied that the town can ask DOT for a crosswalk and then the town will be required to maintain it. Mr. Coates will send DOT an email regarding this.

With no other business to come before the Board, at 8:17 PM, Mr. Alpers made a motion to adjourn. The motion was seconded by Mr. Manganiello. The Board voted 5-0 in favor of adjournment.

Respectfully submitted,

Wendy Costigan