

Minutes

Bristol Select Board

September 15, 2016

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

Absent:

Others Present: Members of the public.

Minutes: Mr. Manganiello made a motion to approve the public and non-public minutes of September 1, 2016 and August 22, 2016, seconded by Mr. Alpers. Mr. Manganiello commented that he would still like to see the conversation with the Police Chief regarding the wage study to include more details like the Chief's years of experience and degrees. The Board voted 5-0 to approve the minutes from September 1st and August 22nd 2016.

Consent Agenda: Mr. Manganiello made a motion to approve the consent agenda dated September 15, 2016, to include the items named therein, seconded by Mr. Alpers. The Board voted 5-0 in favor of the motion.

Personnel Updates/ Appointments: Nik Coates informed the Board that there is a job description for a maintenance position to review. The full time maintenance position will cover plowing, beaches, watering flower baskets downtown, mowing, cemetery maintenance, trash removal, building repair, shoveling, salting, and sanding. The position will start at grade 7- step 6 at approximately \$31,857 per year to start around mid-October. There would be 5 pay periods in 2016 and the cost for the remainder of the year is broken out in a spreadsheet provided to the Board. The funding for the position will come from the general government maintenance custodian line and funding from the shared laborer position with water and sewer. The 2016 cost for the position is approximately \$6,126 at grade 7 step 6. Mark Bucklin commented that the person will be running the sidewalk plow also. Les Dion asked if the 2017 salary will come out of a portion of each account. Mark Bucklin replied that fuel and maintenance materials will come out of other department lines but salary is in the Highway department. Rick Alpers commented that this position will eliminate the Kelley Park maintenance contract and that they provided excellent work at the park and downtown. Rick Alpers asked that if this person is sick can the position be back filled. Mark Bucklin replied that he can and he can also put someone with him to help him catch up also. Rick Alpers asked if the person in the position would be in charge of beach attendants. Nik Coates replied that this is one possibility to have the maintenance person handle maintenance and the police department handles parking issues. Paul Manganiello commented that the job description also mentions overseeing the cleaning of buildings. The Board is in consensus on moving forward with the position.

Fire Chief Search Process: Nik Coates informed the Board that the ad has been run on the NH Municipal Association web site, with Primex, and in the Salmon Press. This will be a two part process. The interviews will take place around mid-October. The interview process will include an oral board, a citizen complaint scenario, and a tactical scenario using a computer program. The second part of the process will be an assignment that will be given ahead of time that will include a fifteen minute presentation by the candidate. Rick Alpers commented that there have only been a handful of resumes and that hopefully by refreshing the ads on the web sites more resumes will be received. It may have to run for another two to three weeks. Nik Coates commented that the resumes will be reviewed after September 27th.

Space Needs Committee/Old Town Hall Update: Nik Coates updated the Board on the progress of the Space Needs Committee. A sub-committee was tasked with identifying other locations and a report was written. There are three other possible locations with pluses and minuses for each. The committee is asking the Select Board to authorize the committee to hire an architectural firm to verify the committee work to date and prepare a checklist of the feasibility of the other sites. Also included would be a footprint of a building on the Smith lot and conceptual drawings. There is \$3,500 remaining in the Space Needs committee budget and that number should work with the scope of the job. Paul Manganiello commented that the committee is asking for the lot next door to be laid out and a description of what a building would look like next door and if it would be a one story or two story building. Susan Duncan commented that the committee does not have the expertise and they want to be careful about what is presented to the voters. The money will be used to get someone to answer the technical questions and then there will be a public hearing on October 18th. Nik Coates commented that the committee will still follow the purchasing policy to find someone.

Susan Duncan commented that she read through property rental agreement and asked if there is a way to rule out the \$100 fee if there is someone who can't afford it. Shawn Lagueux replied that the Select Board can waive the fee. Paul Manganiello commented that the alcohol usage was going to be taken out but an alcohol policy is now included. Nik Coates commented that the renter will need additional insurance if alcohol is being used. Rick Alpers commented that he is fine with alcohol being allowed as long as the language about the insurance is in the policy. The police department should assign a detail for larger events with alcohol present. Nik Coates replied that this is in the alcohol policy. Rick Alpers commented that the Police Chief should be asked about his comfort level on certain events and when a police officer will be needed. The Board will review the changes and approve the policy at the next meeting. Shawn Lagueux thanked Paul, Susan, and the committee for the work they have done.

Susan Duncan asked for an update on the fire alarm at the Old Town Hall. Nik Coates replied that the occupancy agreement expired a month ago and a new one was issued with contingencies. The emergency lights have been fixed and another test has cleared and the occupancy agreement passed. Susan Duncan commented that a 503-C is being set up under the Historical Society for donations instead of asking tax payers for money and competing with other town projects.

Bicentennial Committee: Nik Coates informed the Board that the Chair of the committee asked the Board to clarify what the charge of the committee is. Janet Cote, Chair of the Bicentennial committee,

commented that the committee has met and is brainstorming ideas. The discussion have been around events between May and Labor Day and incorporating the bicentennial into different events. The committee meets on the fourth Tuesday of the month at 7:00PM. Shawn Lagueux commented that a capital reserve fund was started and there is \$20,000 in the fund now. Rick Alpers commented that there will be \$40,000 to \$50,000 dollars as the committee budget by 2017. Shawn Lagueux commented that the committee should have a dialog with the downtown businesses as they are very interested in being involved. Janet Cote commented that Old Home Day will probably be the culmination of the bicentennial celebration. June 24th is the actual date and there will probably be a celebration and cake on that day in town.

Northern Pass Update: Nik Coates informed the Board that Christine Fillmore contacted him regarding the SEC seeking testimony and written statements. The testimony is due November 15th and the deadline to provide information is October 31st. The Select Board has a list of items to comment on as well as the Planning Board and the HDC. A meeting is being called so all committees are on the same page and there is a meeting scheduled with Christine Fillmore on September 26th at the town offices. There is an abutter's element as well. There will be a separate meeting for the abutters to make statements. The abutters will meet with Christine at 6:00 on September 26th and the committees will meet after at 7:30PM. Paul Manganiello asked if anyone affected by the view is invited. Rick Alpers replied that they are welcome to come but they can't be invited as the town doesn't know whose views will be impacted. Les Dion asked if the NLRA is included. Janet Cote replied that the Conservation Commission will be discussing the wetlands impact and they will be contacting NLRA.

Ayers Island: Nik Coates commented that the divestiture process is starting and that any regional interest is going to be part of the process. Shawn Lagueux commented that the town did file as intervenors to protect the valuation of the property. Rick Alpers commented that the town could lose a lot of the value and that this will hurt the taxpayers.

Smith Lot Update: Nik Coates informed the Board that the lot has been cleaned and some old posters were removed and given to the Hilda Bruno of the Historical Society. The Fire Department asked to use the building as a training space to practice hose stretching and how to enter a building. They asked if it were feasible to burn it down. Nik Coates will look into this. Some town groups came forward for items out of the building. The Old Town Hall will get the tin ceiling out of the Smith Lot house to use in the Old Town Hall.

Town Administrators Report:

The Joint Loss Committee will meet soon to discuss working on emergency evacuation plans for department and buildings and possible practice drills.

The generator project is close to completion with the tank and lines installed. The electrical will need to be completed.

Select Board Items:

JP Morrison asked if there is any way for the divestiture to not happen regarding Ayers Island. Nik Coates replied that this is about protecting the value of the property and the written report from municipalities is an important role in the process. Rick Alpers commented that Eversource is trying to prove that the valuation is not worth anything and the assessors and DRA say otherwise.

JP Morrison commented that there have been a lot of veteran's rebates and that Trusts are also getting the credit. Is the credit still appropriate if the person is not alive and the Trust is getting the credit? Rick Alpers replied that DRA does look at this and they will comment if it's not appropriate.

Paul Manganiello commented that the Planning Board met and agreed that the last step with New England Family Housing is complete. Some activity on that site could begin.

Paul Manganiello asked how the wage study affects employees with contracts, such as the Police Chief, going forward and is there a different agreement with the Police Chief. Rick Alpers replied that like the former Fire Chief years ago, they can just agree to not take the wage increase and forego on it.

Rick Alpers thanked Mark Bucklin and Reed Wilson for the work done at the Mica Lot and that it looks incredible.

Rick Alpers clarified a comment made during public comment at the previous Select Board meeting. The Board did not overstep their bounds regarding the wage study. Under the Board of Selectmen statutes, the Board has the right to hire, fire, and set wages. As it's not a town manager form of government, the Select Board has the ultimate say on wages, hiring, and termination. Once the budget, recommended by the Budget Committee, is adopted by the people on the floor of Town Meeting, it's the Board's job and fiduciary duty to manage that budget.

Shawn Lagueux reiterated what a great job was done at the Mica lot and a formal recognition for Reed Wilson should take place. Reed raised a lot of money for benches and plants totaling between \$6,000 - \$7,000 in money and donations.

Les Dion commented that an employee received Road Scholar recognition. Rick Alpers commented that Joe Walenda attained first level Road Scholar. Shawn Lagueux congratulated Joe Walenda on this accomplishment.

Public Comment:

Janet Cote commented that she sent a memo from the Conservation Commission requesting that Mason Westfall be considered for a dedication to the park. Shawn Lagueux replied that the Board will take this under advisement and that he would like Mason Westfall's wife spoken to regarding this. Rick Alpers commented that he respects Mason Westfall immensely but that the Mica lot has a history and a story to it and he is reluctant to name the park after him. He supports naming a bench but not the whole park.

Barbara Greenwood commented that the Community Events committee met and they are working on next year's summer concert series. The park looked fabulous this year and it was clean and well kept. The election went well and Raymah did a beautiful job setting it up.

Janet Cote asked where online the wage study is posted. Paul Manganiello replied that it is under the Finance page.

Bill Cote asked if there are any announcements from the non-public session. Shawn Lagueux replied that there are none.

Bill Cote commented that there is a pump station named after a person and that he supports the park being named after Mason Westfall.

Mr. Alpers made a motion to adjourn, seconded by Mr. Manganiello. The Board voted 5-0 in favor of the motion.

Respectfully submitted,

Wendy Costigan