

Approved as written at the December 19, 2011 Bristol Budget Committee meeting.

**BRISTOL BUDGET COMMITTEE
MEETING MINUTES
December 12, 2011**

Present:

Shaun Lagueux-Chairman, Paul Simard-Vice Chairman, Barbara Greenwood, Jon Thouin, Tom Keegan, Selectman Jeff Shackett, Dorcas Gordon, Ron Preble, Wendy Costigan, Mark Chevalier, Dan Arseneau, Dave Carr, Ashley Dolloff

Others Present:

Town Administrator Michael Capone; Jeff Chartier, Superintendent of the Water/Wastewater Department; Boyd Smith, NLRA

Call to Order:

Chairman Lagueux called the meeting to order at 7:00 pm.

Review of Minutes:

Chairman Lagueux asked the members to review of the minutes from the December 5, 2011 meeting. Mr. Chevalier made a motion to accept the minutes as written and was seconded by Vice-Chairman Simard. The motion to accept the minutes as printed passed unanimously.

OLD BUSINESS:

Chairman Lagueux stated that Boyd Smith from the NLRA would be arriving later to answer questions the Committee members may have. This is in response to the questions expressed at a previous meeting by a couple of Committee members.

NEW BUSINESS:

WATER/WASTEWATER DEPARTMENT

Chairman Lagueux thanked Superintendent Jeff Chartier for coming to the meeting and asked him to give the committee some highlights of the budget he is presenting.

Mr. Chartier gave each member a current copy of the water and sewer revenues. He noted that the new Surplus to be Transferred amount is \$803.00.

In the operating budget a few lines have been changes:

Line 4326-211 Sewer Disability \$1180.00
Line 4326-635 Sewer Gas/Fuel \$2500.00

This brings the Sewer Operations Total to \$328,877
Total for the Sewer Department to \$333,697

Chairman Lagueux asked if there were any key spots or worry spots within the budget. Mr. Chartier stated that the unexpected expense could occur like the Central Street pump failing and causing a \$10,000 Capital Fund expense. Mr. Chartier continued that

barring any unexpected emergencies this budget is reasonable and his department can work within this amount.

Regarding the Water Department, Mr. Chartier stated that the new Surplus to Transfer amount is \$8985.00. He mentioned that the money approved at the last Town Meeting to do the River Crossing was not spent. The work was done as planned and it will be scheduled for completion this year. The money will be carried over to this year and paid through Capital Reserve.

The operating budget had a couple of changes as well:

Line 4331-211	Water Disability	\$1180.00	This is due to a slight premium increase
Line 4331-341	Water Telephone	\$3500.00	Two telephone lines were added to aid in communication between the substations
Line 4331-610	Water Material/Supplies	\$12000	Covers the cost for parts
Line 4331-635	Water Gas/Fuel	\$2500	

Total Water Operation Budget: \$351,994

Total Water Budget: \$423,295

Total Budget for Water and Sewer: \$756,992

Vice Chairman Simard asked what the next project would be. Mr. Chartier stated that he is working with the Town Administrator and an engineer to get better numbers for replacement of the water and sewer pipes in the Town Square. The newest water pipe in this part of Town was installed in 1951 and the sewer pipe was placed in 1969. He is also determining how best to fund this project and how such a project will impact the users. The numbers should be ready for the Town Meeting in March. Ms Greenwood asked if this would only involve the Square. Mr. Chartier replied that it extends in all the directions a short ways.

Mr. Preble mentioned a concern regarding water runoff on Hillside. Mr. Chartier stated that he would look into it.

Chairman Lagueux stated that a method for tracking fuel costs by vehicle is being considered and wanted to know Mr. Chartier would be in favor such a program. Mr. Chartier stated that they purchase the diesel at the Town Shed and have limited amount of use for gasoline. He would be in favor of a card system to track usage.

Chairman Lagueux thanked Mr. Chartier for coming.

Chairman Lagueux stated that he would go on to Member Comments and interrupt the discussion when Mr. Boyd Smith arrived.

OTHER BUSINESS:

Member Comments:

Mr. Chevalier stated that the Budget Committee originally asked the Police and Fire Departments to split the cost of the fuel tracking system at \$5,00.00 each. He suggested that it be placed in the budget as a capital expense rather than split the cost between the 3 or more departments.

Vice Chairman Simard stated that he emailed a letter addressed to the Budget Committee members. This letter is from a Town resident and asked Mr. Simard to send it on to the members.

Chairman Lagueux asked about the public meeting regarding the Mica Building. Town Administrator Capone stated that it is an open meeting with the various State departments. They will explain the research process and how they have determined the best way for deconstructing the building. This public period ends on December 23 and then the project will go out to bid. The bidding contractors will need to describe how they will actually bring the building down. How we proceed and the scheduling of the project is part of the process. The project is moving forward just at a slower pace than originally anticipated.

Chairman Lagueux inquired about the progress regarding the trail to Profile Falls. Town Administrator Capone stated that he met with a representative from the Army Corp of Engineers and a representative from the snowmobile club and the Mark Bucklin. They walked the route and discussed some alternate solutions to a few trouble areas. This was a positive meeting with everyone involved and hope to get this project approved by Town Meeting in March. However, More work needs to be done so he is not sure if this is possible.

Chairman Lagueux asked about the Cummings Beach project. Town Administrator Capone stated the screening of the sand is completed and the project will finish this spring. Mr. Chevalier asked if the Budget Committee could get a copy of all the expenses for this project. He stated that a considerable amount of taxpayer money was spent on this project and it is not working correctly. Mr. Chevalier noted that money was spent and part of the beach was taken to establish a filtering system for runoff water. However the pipes are not the right size to handle the amount of water that is flowing into the new area. Town Administrator Capone stated that not all the collection elements are in place yet. Mr. Chevalier added that there are lots of issues with this project; the test pits and water tables are actually higher than originally noted making the planning information incorrect.

This topic continued later in the meeting with Mr. Boyd Smith.

Mr. Carr asked about the status of the Sewer to Lake project. Town Administrator Capone gave a brief update regarding this project. He will discuss any new information with the Select Board and will continue to keep the Budget Committee informed.

NEW BUSINESS: continued

NLRA

Mr. Boyd Smith was welcomed to the meeting. He returned at the request of the Budget Committee, which felt they needed more information. Mr. Smith stated that there were two issues that needed to be addressed. The Cummings Beach project and an explanation of how the NLRA receives funding and what they do with those funds.

He gave a lengthy explanation of the Cummings Beach and the involvement of the NLRA. This project has been planned for many years and with some Federal money, Town money and funding from NLRA the work began this year. The project has proven to be more difficult that originally anticipated and some of the data used was faulty. Currently there are some issues that need to be addressed and corrected. Mr. Smith would like to meet with everyone involved with the project and look at the end results.

Plantings will be placed next spring and will take a couple of years to get established. The piping and filtering need to be adjusted but Mr. Smith feels that given time the system will work properly.

Vice Chairman Simard asked about the involvement of NLRA and the Sewer to Lake project. It is his understanding that NLRA was asked to write a letter endorsing this project and it was not done. Mr. Smith replied that they do not have an official position on this project and he feels it is too undefined. NLRA uses data to determine needs not personal concerns. Based on the data that they use Newfound Lake has maintained its quality over the last ten years.

Mr. Smith stated that they received \$750,000.00 from the Warwick Foundation to be used for conservation of land for Newfound Water Shed. This money has been placed in a trust.

Mr. Smith concluded his time by stating that NLRA is a non-profit organization and did not want the Budget Committee to look at the large sums donated as income that they are not using. They need the requested amount from the Town to continue the work they do for the area.

OTHER BUSINESS: continued

Administrator Comments:

Town Administrator Capone stated that a new budget would be provided next week showing the Select Board's numbers. Mr. Carr asked if this could be provided prior to Monday's meeting. Selectman Shackett explained that the Select Board has asked a few departments to make changes in their budget and to have the new figures ready for the next Selectmen's meeting. Town Administrator Capone stated that he would send an electronic version of the proposed budget to all the Budget Committee members on Friday.

Next Meeting:

The next meeting will be December 19 at 7:00 pm at the Town Office Building. The Committee will meet with the Board of Selectmen.

ADJOURNMENT:

Vice Chairman Simard made a motion to adjourn the meeting, seconded by Mr. Chevalier. Meeting adjourned at 8:30 pm.

Respectfully submitted,
Emily Hemingway
Recording Secretary