



Town of Bristol
5 School Street
Bristol, NH 03222
—
townofbristolnh.org
(603) 744-3354

Budget Committee
December 7th, 2021
Meeting Minutes

Present:

Chair Charles Therriault, Vice Chair Joe Caristi, Walter Waring (remote), Janet Cavanagh, Paul Regan, and Select Board Representative Shaun Lagueux.

Absent:

Sue Sodano

Others present:

Nik Coates, Town Administrator (late); Bob Blanchette, Finance/Human Resources Director; James McIntire, Police Chief; Ben LaRoche, Fire Chief; Jen Davis, Interim Library Director; Kathleen Haskell, Library Treasurer; and Rosemary D'Arcy, Library Chair.

Call to Order:

Mr. Therriault called the meeting to order at 6:00pm.

New Business:

Library

Motion to move the bottom line of #4550 in the amount of \$218,619 by Mr. Lagueux, seconded by Mr. Regan. Mrs. D'Arcy discussed the library is almost back to pre-COVID activities and services though still enforcing the mask mandate. eBooks are currently the most popular service used. Mrs. D'Arcy discussed possible grants coming in, focused on specific activities and budgeting conservatively. Motion to amend line #410 Electric to \$2,100 by Mr. Lagueux, seconded by Mr. Caristi. Motion passed by roll call vote, 6-0-0. Increase is due to adjusted electric rates. Mr. Lagueux asked if any maintenance or repairs are expected. Mrs. D'Arcy stated there is an unsolved leak in the roof and cracks in the wall however is unsure of when repairs will happen or specific costs. Discussion followed regarding insurance and workman's comp background checks on those hired for repair and maintenance jobs. Mrs. D'Arcy stated she plans to discuss with Mr. Coates on the possibility of hiring a property manager to identify and resolve maintenance and repair needs on a regular basis. The library budget is presented but if the Select Board can be approached and approve more funds if needed for unexpected, needed repairs. Motion to move the amended bottom line of #4550 in the amount of \$219,119.06 by Mr. Caristi, seconded by Mr. Regan. Motion passed by roll call vote, 6-0-0.

Police Department

Motion to move the bottom line of #4210 in the amount of \$1,219,508 by Mr. Caristi, seconded by Mr. Regan. Chief McIntire asked for an increase on line #410 to \$13,000. The department heats with oil. Motion to amend line #410 in the amount of \$13,000 by Mr. Therriault, seconded by Mr. Caristi, seconded by Mr. Caristi. Motion passed by roll call vote, 6-0-0. Mr. Regan inquired on the increases to many of the wage's lines. Chief McIntire was able to hire a new full-time officer with years of experience at a higher rate. Discussion followed regarding the K9 unit, increased by \$1,000. The dog is getting older, and the department cannot always rely on donations. Line #635 Gas can be decreased even with increased gas prices. Motion to amend line #635 in the amount of \$18,000 by Mr. Caristi, seconded by Mr. Lagueux. Motion passed by roll call vote, 6-0-0. Chief McIntire discussed line #893 Town Events, which helps cover labor, patrol, elections, fireworks, and other events. Mr. Therriault asked about the new servers. Chief McIntire stated servers are installed and works well. There are no other projects, and the budget is level funded. Mr. Regan asked about the Holiday Pay line. Mr. Blanchette stated this is



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based on salary. Line Discussion continued to line #143 Court Prosecution Services which covers DWI cases, assault cases, and Class A crimes that consist of jail time. Motion to move the amended bottom line of #4210 in the amount of \$1,220,508 by Mr. Caristi, seconded by Mr. Therriault. Motion passed by roll call vote, 6-0-0.

Fire Department

Motion to move bottom line of #4220 in the amount of \$1,164,658 by Mr. Caristi, seconded by Mr. Lagueux. Motion to amend line #410 Electricity in the amount of \$14,500 by Mr. Therriault, seconded by Mr. Caristi. Motion passed by roll call vote, 6-0-0. Big changes include employees. Chief LaRoche stated they took funds from the part time wages line, placed it into the full-time wage's lines, and was able to hire a full-time paramedic. Line #140 OT is still up to cover tenured employees who still need to take time or lose out on time earned. The new paramedic started November 1st. Chief LaRoche also discussed line #350 Physicals, with many employees already scheduled and more to come. New hires and first-time fire certified employees need a physical along with others having buy in options. Motion to move the amended bottom line of #4220 in the amount of \$1,169,158 by Mr. Therriault, seconded by Mr. Caristi. Motion passed by roll call vote, 6-0-0.

Forestry

Motion to move bottom line of #4230 in the amount of \$3,450 by Mr. Caristi, seconded by Mr. Therriault. Motion passed by roll call vote, 6-0-0.

Emergency Management

Motion to move the bottom line of #4290 in the amount of \$1,002 by Mr. Lagueux, seconded by Mr. Caristi. \$1 is in the grant line to hold it in the budget for the \$7,500 encumbered and can be used for the following year. Motion passed by roll call vote, 6-0-0.

Review and Approval of Minutes

Motion to approve minutes from November 16th by Mr. Lagueux, seconded by Mr. Regan. Motion passed by roll call vote, 6-0-0.

Correspondence

The committee will need to review General Government's budget to amend electrical lines now that new rates are in and locked in for 12 months. The Town chose the lowest rate out of many quotes, at 10.99 cents.

Staff Comments:

None

Select Board/Member Comments:

Mr. Lagueux stated the Select Board met and discussed the Warrant. Takeaways from the meeting are Budget, the Public Safety Building, Patriotic Fireworks, Capital Improvements, and other items. Discussion followed regarding cost and details of the building. Chief McIntire stated the building would have more bay space for both departments along with two holding cells along with interview rooms. This building would help save operational costs.

Adjournment:

Motion to adjourn meeting at 7:44 pm by Mr. Lagueux, seconded by Mr. Regan. Motion passed, 6-0-0.



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Next Meeting:

Tuesday, December 14th, Town Office Conference Room A

Deliberations on Highway Department, Highway Projects, Streets/Bridges, Solid Waste, Fire Betterment, Sewer Surplus Transfer, Sewer Capital Projects, Sewer Operations, Sewer Principal L/T Debt, Sewer Interest L/T Debt, Water Surplus Transfer, Water Operations, Water Capital Projects, Water Principal L/T Debt, Water Interest L/T Debt

Respectfully Submitted,

Shannon Wharton