



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

Budget Committee  
February 8<sup>th</sup>, 2022  
Meeting Minutes

**Present:** Chair Charles Therriault, Walter Waring, Paul Regan, Sue Sodano, and Les Dion, Select Board Rep.

**Others Present:**

Ms. Goodwin, Assessing/Land Use Manager; Ms. Simpson, Town Clerk/Tax Collector; Nik Coates, Town Administrator; Wend Smith, Town Administrative Assistant; Chief McIntire, Police Department

**Members of the Public**

Brittney Overton, J.P. Morrison,

**Absent:**

Shaun Lageuex and Janet Cavanagh.

**Call to Order:**

Mr. Therriault called the meeting/public session to order at 6:02pm.

**Public Hearing Open/Close:**

**OPERATING BUDGET**

**#4130 Executive**

Mr. Therriault stated the key change to this budget is line #312 for the Economic Development Committee Project Manager. This person will be contracted only when project tasks need to be completed. Mr. Morrison, member of the public, shared his concern over the position. Mrs. Overton clarified the job specifications and stated the Town Administrator takes on many projects. Ms. Simpson stated 3 elections and a meeting have been budgeted in line #133 to bring it up to \$850.

**#4140 Tax/Town Clerk**

#191 increased due to upcoming elections.

**#4150 Financial Admin/Tax Collector**

No public comment.

**#4152 Property Reappraisal**

It was noted that the biggest change to this budget is line #120 Shared Admin. Hours have increased for this position due to the needs of Highway, Transfer, and Assessing. This was not funded for the whole year, just for 6 months. Mr. Morrison, member of the public asked for job details. Ms. Goodwin this position was combined by two others, creating the one that is responsible for office details, payroll, letters, paperwork, and other tasks.

**#4153 Legal**



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Often budgeted lower then needed.

#### **#4155 Personnel Administration**

Budget was increased for health insurance, COLA, and merit based raises for employees that have earned it.

#### **#4191 Planning Board**

Line #730 was increased to cover a Chapter for the EDC in the Master Plan. This will be budgeted accordingly, completing one Section at a time to spread the cost out.

#### **#4192 Zoning Board**

Level funded.

#### **#4193 Tax Map**

Level funded.

#### **#4194 General Government Buildings**

Lines #342, #345, #410, #413, #433, and #435 were discussed.

#### **#4195 Cemeteries**

This budget was Increased for gravestone repairs.

#### **#4196 Insurance**

Increase in line #480.

#### **#4197 Regional Association**

No Discussion

#### **#4210 Police Department**

Budget is funded for fully staffed police department. Mr. Morrison, member of the public, asked if the department covers other towns. Chief McIntire stated they stay in Bristol 95% and only go out of town when requested to by the State or other agencies.

#### **#4220 Fire Department**

Changes were noted to this budget along with a reduction in #192 PT Shift Coverage to increase #119 Paramedic.

#### **#4230 Forestry**

Budgeted the same as last year.

#### **#4290 Emergency Management**

Will be decreased or zeroed out due to incoming grant money.



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Public Safety's Budget came to a total of \$2,394,118.

#### **#4311 Highway**

Line #114 was budgeted for an addition driver/operator to plow the streets instead of paying more to contract out. #30 saw a decrease as more roads were picked up and less work contracted out. #390 was increased for white ash tree removals.

#### **#4312 Highway Projects**

Line #390 Resurfacing Roads is budgeted for Peaked Hill.

#### **#4319 Streets/Bridges**

Increase to #410 to switch to LED lighting

#### **#4324 Solid Waste Disposal**

Discussed new compactor. No revenue numbers yet from selling cardboard.

#### **#4327 Fire Betterment**

No Discussion

Public Work's Budget totaled to \$1,431,210.

#### **#4411 Land Use/Health Office**

No Discussion

#### **#4414 Animal Welfare**

No Discussion

#### **#4415 Health Agencies**

No Discussion

#### **#4441 Welfare Admin**

No Discussion

#### **#4445 Welfare Services**

Discussion on assisting Bristol Services

#### **#4520 Recreation**

Level funded. No Discussion.

#### **#4521 Beaches**

Only Bristol taxpayers are able use the beach and purchase a beach permit pass



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**#4522 Kelley Park**

No Discussion

**#4550 Library**

Mr. Morrison, member of the public asked if we share services with other towns. The answer was yes.

**#4583 Patriotic**

No Discussion

**#4611 Conservation Commission**

No Discussion

**#4612 Historic District Commission**

No Discussion

**#4651 Economic Development**

No Discussion

**#4652 Outside Agencies**

No Discussion

Public Service's budget totaled to \$634,849.

**#4711 Principal L/T Debt**

No Discussion

**#4721 Interest L/T Debt**

No Discussion

**#4723 Tax**

No Discussion

Debt Service is totaled to \$272,352.

General Fund's budget is totaled at \$6,574,203

**#4324 Surplus Transfer**

No Discussion

**#4325 Sewer Capital Projects**

It was noted that there were maintenance and upgrades to the sewer system that were budgeted for.



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#### **#4326 Sewer Operations**

No Discussion

#### **#4711/4721 Sewer Debt and Interest**

No Discussion

#### **#4324 Water Surplus Transfer**

No Discussion

#### **#4331 Water Operations**

No Discussion

#### **#4332 Water Capital Projects**

No Discussion

#### **#4711/4721 Water Debt/Interest**

No Discussion

#### **Revenues**

Total operating budget for 2021 was the highest since 2014 at \$2,084,295. The current estimate for 2022 is a conservative estimate as some numbers vary such as motor vehicle permits.

Motion to move the bottom of Grand Revenues of \$2,985,868 by Mr. Therriault, seconded by Mr. Regan. Motion passed, 5-0-0.

#### **Warrant Articles**

Article 1 was for re-elections.

Article 2-9 covered zoning amendments and ballot information.

#### **Article 10**

Motion to recommend Article 10 by Mr. Therriault, seconded by Mr. Waring. Mr. Regan stated he is voting against it as he does not feel it is the right time to move forward with this project. Mr. Waring also agrees. Motion does not carry, 2-3-0. The Budget Committee does not recommend this Article.

#### **Article 11**

Motion to recommend Article 11 by Mr. Therriault, seconded by Mr. Regan. Motion passed, 5-0-0. The Budget Committee does recommend this Article.

#### **Article 12**

Motion to recommend Article 12 by Mr. Therriault, seconded by Mrs. Sodano. Motion passed, 5-0-0. The Budget Committee recommends this Article.



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### **Article 13**

Motion to recommend Article 13 by Mr. Therriault, seconded by Mr. Waring. Motion passed, 4-1-0. The Budget Committee recommends this Article.

### **Article 14**

Motion to recommend Article 14 by Mr. Therriault, seconded by Mr. Waring. Motion passed, 5-0-0. The Budget Committee recommends this Article.

### **Article 15**

Motion to recommend Article 15 by Mr. Therriault, seconded by Mr. Regan. Motion passed, 5-0-0. The Budget Committee recommends this Article.

### **PUBLIC HEARING CALLED TO CLOSE AT 8:31 PM**

### **Vote of Revenues**

Motion to move bottom line of the 2022 Revenues in the amount of by .  
Motion passed

### **RECESS**

A short recess was agreed on by committee members. Recess was held from 8:25pm to 8:42pm.

### **Review and Approval of Minutes:**

Motion to approve amended February 1<sup>st</sup> minutes by Mr. Therriault, seconded by Mr. Waring. Motion passed, 4-0-1.

### **Correspondence:**

None

### **Member/Select Board Comments:**

The Sewer/Lake project video would be beneficial to watch online from Mr. Paul Bemis, EDC Vice Chair. It was noted that Town Meeting would be held in the NRHS gymnasium.

### **Adjournment:**

Motion to adjourn meeting at 9:27pm by Mr. Therriault, seconded by Mrs. Sodano. Motion passed, 5-0-0.

Respectfully Submitted,

Shannon Wharton