

Bristol Select Board  
Meeting Minutes  
October 17, 2022

**Present:** Select Board members: Anita Avery, Carroll Brown, Shaun Lagueux, Les Dion and Christina Goodwin, Deputy Interim Town Administrator

**Absent:** Don Milbrand

**Others Present for Work Sessions:** Robert Blanchette, Finance/Human Resources Director; Raymah Simpson, Town Clerk/Tax Collector; Jennifer Davis, Library Director; Ben LaRoche, Fire Chief; Jim McIntire, Police Chief; Mark Bucklin, Highway Superintendent; Jeff Chartier, Water and Sewer Superintendent; Paul Regan, Budget Committee Chair; Deborah Clarke-Tivey, Administrative Assistant-remotely.

**Work Session: Budget-** Mr. Lagueux opened the 2023 Budget Work Session at 5:05PM. The objectives of this work session were for the Board to work on the 2023 Budget so it could be presented to the Budget Committee on Tuesday, October 25, 2022, to discuss the increase in Health Insurance and the impact on the 2023 Budget, to review and discuss wages for staff in 2023 and to hear from several Department Heads.

Ms. Goodwin and Mr. Blanchette let the Board know that there would be a 17.9% health insurance increase over last year's rates. They explained that this would impact the Budget about 12% over last year.

The Board discussed and reviewed the impacts on the Budget on several ideas for wages to retain staff and correct the fact that new employees hired are coming in on the same step as current employees. The Board will decide on wages at their Thursday, October 20, 2022, Budget Work Session.

Ms. Simpson explained to the Board that wages in her proposed budget have increased so she could hire a part time employee, 20 hours a week, to keep up with the increased workload in the Town Clerk/Tax Collector's Office and with the increased expectations from the State regarding elections. She explained the need for the purchase of poll pads and explained that poll pads would reduce check in times for voting and make totals for the day quicker. Ms. Simpson also alerted the Board to the possibility of needing a new poll machine based on the age of the one currently being used.

Mr. Bucklin presented the Highway Department's budget. He informed the Board that the Road Repair Program will continue and that there would be a need to investigate a Warrant Article for the Bridge Project Program. Danforth Brook Road bridge is on the red list; resulting in the possibility of the State choosing it to partially fund to fix the unsafe bridge. Mr. Bucklin highlighted other increases in the Highway's budget such as the increase in electricity, salt and gravel, diesel, maintenance on equipment and the need for new equipment.

The Board reviewed and discussed the requests from nonprofits that were submitted. They reviewed and discussed Committee's Budgets. The Conservation Commission had a slight increase for

memberships along with the Historic District Commission's increase for National Historic Registration signs. Ms. Goodwin also stated that the Economic Development Committee's budget is level funded.

Ms. Goodwin informed the Board that the General Government budget will see an increase for Tech/Computer Management and Survey/Engineering. Unemployment and workers compensation are stable at this time.

The Beach Budget had a wage increase for attendants due to the beaches opening on Memorial Day and not June 15 as had been done in previous years.

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The next Select Board Work Session to continue work on the 2023 Budget will be held on Thursday, October 20, 2022, at 3:30PM.

Mr. Brown made a motion to adjourn the meeting at 7:30pm, seconded by Ms. Avery. The Board voted 4-0-0, in favor of the motion. The motion passed.

Respectfully submitted,  
Deborah A. Clarke-Tivey