

Minutes

Bristol Select Board

June 7, 2018

Present: Select Board members: Rick Alpers, JP Morrison, Don Milbrand, Wayne Anderson, and Town Administrator Nik Coates.

Absent: Les Dion

Others Present: Department Heads and members of the public.

Mr. Milbrand made a motion to go into non-public session at 5:02PM under RSA 91-A: 3 II (a), (b), (c), (d), and (e) seconded by Mr. Morrison. A roll call vote was held. The Board voted 4-0 in favor of the motion. Ms. Dion arrived late and left before the non-public session ended. Mr. Milbrand made a motion to come out of non-public at 6:02PM, seconded by Mr. Morrison. A roll call vote was held. The Board voted 4-0 in favor of the motion.

The public meeting was opened at 6:05PM with the Pledge of Allegiance led by Eagle Scout Grant Copatch.

Minutes:

Mr. Milbrand made a motion to seal the previous non-public minutes, seconded by Mr. Anderson. The Board voted 4-0 in favor of the motion.

Mr. Milbrand made a motion to approve the public and non-public minutes from May 17, 2018, seconded by Mr. Anderson. The Board voted 4-0 to approve the minutes as written.

Consent Agenda: Mr. Milbrand made a motion to approve the consent agenda dated June 7, 2018, to include the items named therein, seconded by Mr. Morrison. Mr. Anderson asked if the owners of Map Lot 224 045 should get a formal appraisal and then resubmit. Mr. Alpers replied that the independent assessor made the decision and that the Board has always followed their advice. The assessor will defend the town at the BTLA and the Board should stay the course. Mr. Milbrand commented that the owners can appeal a decision and reapply. The Board voted 4-0 in favor of the motion to approve the consent agenda.

Public Hearing: Newfound Family Housing. Mr. Alpers opened the public hearing at 6:10PM. Donna Lane read the hearing notice into record. Kevin Lacasse informed the Board that the construction is about 66% completed and there have already been many applicants for the apartments. A majority of the applicants have been from Bristol. There was no public comment. Mr. Alpers closed the public hearing at 6:15PM.

Eagle Scout Project Update: Grant Copatch requested that the Board consider renaming the Mica Park to Eagle Scout Park. Reed Wilson did this project as part of earning his Eagle Scout. The hope is that the name of the park will bring more people into scouting. Mr. Morrison made a motion to rename the current Mica Park to Eagle Scout Park, seconded by Mr. Anderson. The Board voted 4-0 in favor of the motion.

Mr. Copatch presented the Board with details of his proposed Eagle Scout project. The project would include building four new picnic tables, building a new bench for the downtown, and sanding and staining the picnic tables at Cummings Beach. The project would also include creating new signs for the Eagle Scout Park and the Mill Stream Park. The Board was in consensus to allow the project. The Board thanked Grant Copatch for his service to the community.

Beach Ordinance Discussion: Jan Barrett emailed the Board regarding her concerns with parking at the two town beaches. Ms. Barrett commented that the residents that live across the street from Avery/Crouse Beach and Cummings Beach really don't need a beach parking sticker. She has seen these residents move their cars from their driveways into a parking spot right across the street. Other residents can't park at the beach when this happens. Ms. Barrett feels the Board should make a decision regarding this practice or to have a warrant article that people can vote on. Mr. Alpers responded that this comes down to a legal issue and that because they are tax payers the town can't treat them differently and have to sell them a beach sticker. The other option is put in metered machines that residents pay by the hour. Mr. Alpers informed Ms. Barrett that the town administrator will ask the lawyers to look at this again and give the town their opinion.

Police Department Entrance Repairs Contract: Chief McIntire informed the Board that he still only has the one bid and three other contractors did not bid on the work. Chief McIntire informed the Board that he added \$550 to the original bid to cover any contingencies. Mr. Anderson made a motion to move forward with the proposal as presented to remodel the handicap ramp entrance for the police department, seconded by Mr. Morrison. The Board voted 4-0 in favor of the motion.

Smith River Project Contract: Mark Bucklin informed the Board that only one proposal from Headwaters Hydrology was received. Mr. Coates commented that this is for phase 1 work that includes design, permitting, and cost estimation. Mr. Bucklin commented that with this work done the town can go to FEMA for a grant. Mr. Coates informed the Board that the project budget is \$19,300 but the proposal came in at \$19,600. Mr. Coates can try to negotiate the price down by \$300 to get within the budget. Mr. Milbrand made a motion to approve the bid from Headwaters Hydrology for \$19,600, seconded by Mr. Anderson. The Board voted 4-0 in favor of the motion.

Central Street Project Update: Mike Vignale informed the Board that one bid from GMI was received and the bid came in over budget. Mr. Vignale presented revised plans that include doing the sidewalk, a thin overlay on the roadway, and the drainage system. The other side of the road will be left as is in the revised plan. Mr. Morrison asked if the project goes out to bid in January will there be more bidders. Mr. Vignale replied that the bid might come in lower next year. Mr. Bucklin asked if it is appropriate to carryover money from the warrant article funds. Mr. Alpers replied that the state money is non-lapsing

but the other funds in the warrant article can't be encumbered without a contract. Mr. Vignale commented that the project can be rebid in December to have a contract before the end of the year. The Board was in consensus to move forward with the revised plan and to have Mr. Vignale go back to GMI to discuss and confirm the details of the bid. The Board will look at signing a contract at the next meeting.

Highway Department Update: Mr. Bucklin informed the Board that the holder needs repairs again and may need to be replaced. The time that it takes to do repairs really hurts operations. There is still time on the extended warranty until 2019. Mr. Alpers commented that it could be fixed then traded for other options that cost a fraction of a whole new holder.

Mr. Bucklin commented that Eversource replaced poles on North Main Street and other streets around town. There are two poles now that take up half the sidewalk and this is a safety issue. The Board is in consensus that a letter be sent to Eversource regarding the safety of the extra pole taking up too much space on the sidewalks.

Water/Sewer Department Updates: Mr. Alpers asked if the New England Family Housing apartments have individual meters. Mr. Chartier replied that there are two master meters, one for each building.

Mr. Chartier informed the Board that he met with FEMA regarding the oxidation ditch. It is going out to bid and it looks like up to 75% if the preventative maintenance costs could be reimbursed.

Purchases & Contracts:

Jeff Chartier informed the Board that he has three bids for a pickup truck and that Grappone was the low bidder. Grappone has the state bid. This purchase replaces the extended cab pickup. Mr. Anderson asked what is going to happen to the old truck. Mr. Chartier did not ask about a trade in. Mr. Alpers commented that the town might be able to sell it.

Mr. Milbrand made a motion to approve PO # 3748 to Ford Grappone for a 2019 F350 super cab 4x4 with a gas engine in the amount of \$37,908. The motion was seconded by Mr. Morrison. The Board voted 4-0 in favor of the motion.

Mr. Chartier informed the Board that this is the third and final year for the camera work on the collection system. During the flushing operations this year an extra 800-1,000 feet of pipe was found. Ted Berry is recommended to do the camera work this year.

Mr. Milbrand made a motion to approve PO #3747 to Ted Berry Co. Inc. for the CCTV inspections with an additional 800 feet at \$0.70 per foot for a total price of \$12,824. The motion was seconded by Mr. Anderson. The Board voted 4-0 in favor of the motion.

Chief LaRoche informed the Board that Ambulance 2 is up for replacement. The replacement schedule was moved to 12 years from 10 years. The ambulance, a 2006 Chevy Kodiak, has maintenance issues now. A committee met and reviewed the needs in regards to patient care and a spec sheet was created. Chief LaRoche is working on getting updated quotes and at different options in regards to the chassis.

The new ambulance will still fit in the station but it will be tighter so vehicles will have to be moved around. Chief LaRoche recommends buying a 2018 Dodge Osage chassis with a cost of \$199,950 after trade to be spent out of the Ambulance Revolving Fund. Mr. Morrison asked if other options have been looked at since a \$7,500 trade in doesn't sound like much. Chief LaRoche replied that he has no experience with selling an ambulance. Mr. Alpers commented that if the trade in amount is backed out there won't be enough money in the Ambulance Revolving Fund to purchase the vehicle. Chief LaRoche will look into other trade in options and the Board will look at this purchase at the next Board meeting.

Mr. Coates informed the Board that the Alexandria media contract is ready to be renewed. This contract is to provide the Town of Alexandria media services to play the selectmen's meetings on the public access channel.

Mr. Milbrand made a motion to approve the contract for media services with the Town of Alexandria for \$2,000, seconded by Mr. Alpers. The Board voted 4-0 in favor of the motion.

Mr. Coates informed the Board that the next contract from Creative Promotions for the Bicentennial Committee will be in effect from June 2018 through December 2018 for event planning work.

Mr. Anderson made a motion to approve the contract with Creative Promotions totaling \$4,550 to be paid at a rate of \$650 per month, seconded by Mr. Milbrand. The Board voted 4-0 in favor of the motion.

Nomination:

Mr. Morrison made a motion to appoint Max Stamp to the River Management Committee, seconded by Mr. Milbrand. The Board voted 4-0 in favor of the motion.

Town Administrators Report: Mr. Coates informed the Board of the following updates:

The Cummings Beach survey was done and the permitting process will begin.

Mr. Morrison asked if the municipal credit card program with the Town Clerk/Tax Collector has begun. Mr. Coates replied that this program was part of the budget cuts and it is something that has been left to be revisited. Mr. Alpers commented that he has talked with the Finance Officer and when it gets closer to October and November the budget can be looked at again. Mr. Morrison commented that using credit cards can help with collecting taxes sooner.

Select Board Items:

Mr. Milbrand asked to have the recycling on the next Board meeting agenda for discussion. Mr. Alpers commented that a public hearing can be scheduled for a future meeting also.

Mr. Alpers commented that the Kelley Park charrette went really well. A decent design for the park was created and it is on the town web site for viewing.

Public Comment:

Barbara Greenwood commented that she attended the Wink Tapply workshop and there were over 200 kids there this year. Ms. Greenwood thanked both Les Dion and Krystal Alpers for the wonderful job they did with the kids.

Paul Simard commented that the use of credit cards for car registration and tax collection would help with cash flow and reduce the need for taking a TAN.

Mr. Milbrand made a motion to adjourn, seconded by Mr. Anderson. The Board voted 4-0 in favor of the motion.

Respectfully submitted,

Wendy Duggan