

Minutes

Bristol Select Board

July 9, 2018

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

Absent:

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), (c), and (d), seconded by Mr. Anderson. A roll call vote was held. The Board voted 5-0 in favor of the motion. Mr. Milbrand made a motion to come out of non-public at 5:58PM, seconded by Mr. Morrison. A roll call vote was held. The Board voted 5-0 in favor of the motion.

The public meeting was opened at 6:00PM with the Pledge of Allegiance led by Mr. Milbrand.

Minutes:

Mr. Milbrand made a motion to seal the previous non-public minutes, seconded by Ms. Dion. The Board voted 5-0 in favor of the motion.

Ms. Dion made a motion to approve the public and non-public minutes from June 21, 2018 and the non-public minutes from July 5, 2018. The motion was seconded by Mr. Milbrand. The Board voted 5-0 to approve the minutes as written.

Consent Agenda: Mr. Milbrand made a motion to approve the consent agenda dated July 9, 2018, to include the items named therein, seconded by Mr. Anderson. The Board voted 5-0 in favor of the motion to approve the consent agenda.

Old Town Hall Request: Mr. Coates informed the Board that the Historical Society is requesting to place a sign on the Old Town Hall. The sign will have no cost for the town. The Board discussed the name to be placed on the sign and Bristol Town Hall was agreed upon. Mr. Coates informed the Board that the OTH Committee received two bid responses for the plumbing work. The Committee is recommending Matt Greenwood for the plumbing work. Hilda Bruno informed the Board that the Historical Society will be paying for the plumbing work and that LCHIP is all set with the work that will be performed.

Ms. Dion made a motion to approve the plumbing and sign projects for the historical town hall and that the work is paid by the Historical Society, seconded by Mr. Anderson. The Board voted 5-0 in favor of the motion.

Beach Ordinance Work Session: Jan Barrett distributed a handout to the Board outlining the parking spaces at Avery-Crouse Beach. Ms. Barrett commented that she spoke with Mark Bucklin regarding the right of way and adding parking spaces to the right side of the road. The spaces on the left side of the

road would be lost and the handicapped spaces would remain there. Mr. Bucklin commented that to do back in angle parking the spaces on the left side would have to go but there would be a net gain of 30 parking spaces starting near Silver Shores where the right of way widens out. Mr. Coates informed the Board that NHMA and the town attorney have given an opinion on the permit issue. In their opinion, the town can limit the number of permits per household or install a kiosk with a time limit. Mr. Alpers commented that the town can't treat residents differently but language could be added to the ordinance that parking is for beach use only and limiting the number of permits issued. The Board will continue to consider the options available.

Recycling Update: Mr. Alpers commented that the Board needs to decide what route to take with the recycling program. Mr. Anderson commented that the town needs a plan for the future and he would like to look at the Town of Derry's recycling system. The Board discussed having a public hearing. Mr. Morrison commented that he thinks the Board should be in consensus with a recycling plan to present to the public and then listen to the public's idea. Mr. Anderson commented that the town could just let people decide whether they want to recycle or not. Mr. Morrison would like to have the cost for continuing to recycle versus ending recycling to present to the public. Mr. Coates replied that if the town stays the course the impact will be about \$25,000 over budget and if the town stops recycling the impact will be \$15,000 over budget. Mr. Anderson replied that is not a huge gap. Mr. Bucklin commented that separating the glass out takes a lot of weight out of the recycling and the solid waste. The town can get the crushed glass back to use in road work. Mr. Bucklin commented that people also need to be educated on what are the high value recyclables and also cleaning up the items currently recycled. The Board is in consensus to have a public hearing in August.

Central Street Paving Contract: Mr. Alpers informed the Board that GMI gave the town paving rates based on a three year contract extension for paving jobs in Bristol. Mr. Coates commented that without a contract the cost per ton is \$82 and with the contract the cost per ton is \$58.80.

Mr. Milbrand made a motion to approve the GMI contract as presented, seconded by Mr. Anderson. The Board voted 5-0 in favor of the motion.

Cummings Beach Repair Project: Mr. Coates informed the Board that \$20,000 has been set aside for this project. Mike Vignale is suggesting removing part of the parking lot and relocating the handicap parking spaces. The area will be regraded down about four feet and this will lessen the flow of water into the catch basin. There will be more impervious surface which removes the steep slope and there will be more places to sit at the beach. This is all to stabilize the erosion issue. Mr. Coates talked to Boyd Smith and Newfound Lakes Region Association is willing to leverage additional funds as they can go to DES for grant money. NLRA is also willing to work on the maintenance of the swale area with a youth conservation group. Mr. Bucklin commented that he thinks the problem is with the lake and not the parking lot. Mr. Bucklin believes that the main channel has shifted closer to the shore and that is now taking all the sand out close to the shoreline. The Board is going to meet with Mike Vignale at Cummings Beach on August 16th at 5:00PM to look at the plans.

Highway Department Updates: Mark Bucklin informed the Board that the holder has been repaired and picked up. Mr. Alpers asked if trade options were being worked on. Mr. Bucklin responded that he is having trouble getting trade-in values. He is looking into other outfits that the current attachments could fit on their machines. Mr. Alpers asked if the metal is still being picked up. Mr. Bucklin replied that it is. Mr. Milbrand asked if the tires are being picked up. Mr. Bucklin replied that the town is a charter member of the Concord Regional Co-op and are entitled to put a certain number of tires in every can that goes down to the incinerator. The tires are starting to get ahead of that number now though and someone may have to be hired to pick them up. Mr. Bucklin will research the cost to remove the tires for the 2019 budget year. Mr. Alpers asked how the transfer station project is going. Mr. Bucklin replied that the hole is dug but there is no concrete yet.

Credit Card Purchase Policy: Mr. Coates informed the Board that the policy has been run by the auditors, legal, and the insurance company. This credit card policy is not meant to circumvent the purchasing policy but to run in conjunction with it. The policy includes a list of acceptable uses. There are penalties for using the credit card for the wrong reasons, both involuntary and fraudulent. There are also checks and balances included in the policy. Mr. Anderson asked if there is language in the policy for instances when employees mistakenly use the credit card. Mr. Coates replied that the policy does state that it can't be used for cash advances and that language will be added in to cover reimbursements by employees for mistaken use. Ms. Dion asked if a local bank is being used. Mr. Coates replied that TD Bank is being used as that is where all the town accounts are. Mr. Morrison commented that he would like each department head to have a card. Mr. Coates replied that only department heads are authorized to use the card. Mr. Alpers commented that the City of Franklin uses their credit card for all purchases and that their policy and procedures should be looked at for efficiencies. Mr. Alpers requested that the Town Administrator talk to Raymah Simpson regarding laying the groundwork for credit card use at the Town Clerk/Tax Collector's office. An amended credit card policy will be brought to the next Board meeting for review.

Town Administrators Report: Mr. Coates updated the Board on the following:

The Mill Stream Park is moving forward nicely and the posts for the kiosk will be in soon. The Eagle Scout sign project requires a high resolution picture for the town logo. Mr. Alpers requested that the price for a high resolution town logo be researched for the town to purchase.

The Pemi Trail bridge work has started.

Town Counsel has informed the town that Eversource is still fighting their case in court. Mr. Tanguay has recommended that the case be transferred to Upton & Hatfield as they are handling the Eversource case for other municipalities. The bigger pool of 18 municipalities would lower the rate from 10-12% to 5.5%. The Board is in consensus to change legal counsel for the Eversource case to Upton & Hatfield.

Mr. Alpers commented that a wrap up meeting for the fireworks event should be held after Christina Goodwin is back from vacation and bring information back to the Board for action in August.

Select Board Items:

Mr. Anderson commented that he would like the dialog started regarding the parity of health insurance cost for employees as passed in the warrant article. Mr. Alpers replied that the department heads will be coming to a work session in August to present the work they have done on the wage scale and to start the discussion of health insurance.

Mr. Alpers commended the volunteers and employees for their work on the July 4th events.

Mr. Alpers commented that he wants to encourage the Land Use department to look at the sign ordinance and to take care of the signs all over the downtown on the weekends. The yard sale signs are littering the downtown and are not picked up. Mr. Coates replied that some time ago the Land Use employee worked Saturday mornings and pulled all the signs. This will be discussed again.

Public Comment:

Barbara Greenwood thanked Don, Sharon, and Christina for setting up the July 4th parade and thanked Freudenberg for allowing the parade to be set up in their parking lot. The parade went really well.

Margaret Hoyle asked if the credit card payments at the Town Clerk/tax Collector's office will be available to use online as well. Mr. Alpers replied that is the intent and part of the goal.

Margaret Hoyle asked what training would be needed for the employees to monitor the recycling and if more employees would be needed. Mr. Anderson replied that when he visits the town of Derry he will ask if employees or volunteers run the recycling center.

Paul Simard commented that if the charge is increased on tires that are taken to the transfer station then he feels that the tires will just be dumped on the side of the road.

Paul Simard asked what the Select Board was doing to alleviate the situation regarding the school district adding \$700,000 into the CIP program without it being voted on. Mr. Alpers replied that there is an elected School Board and that Bristol has an elected School Board rep. and that the voters need to hold the School Board accountable as this is their territory.

Margaret Hoyle commented that the cut to the paving budget hurts the paving company that the town signed a contract with. Mr. Alpers replied that he agrees and the contract does have a non-appropriation clause.

Mr. Milbrand made a motion to adjourn, seconded by Mr. Morrison. The Board voted 5-0 in favor of the motion.

Respectfully submitted,

Wendy Duggan