

Minutes

Bristol Select Board

August 6, 2018

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

Absent: Don Milbrand

Others Present: Department Heads and members of the public.

Ms. Dion made a motion to go into non-public session at 5:04PM under RSA 91-A: 3 II (a), (b), (d), and (e), seconded by Mr. Anderson. A roll call vote was held. The Board voted 3-0 in favor of the motion. Mr. Morrison arrived during the non-public session. Mr. Morrison made a motion to come out of non-public at 5:59PM, seconded by Ms. Dion. A roll call vote was held. The Board voted 4-0 in favor of the motion.

The public meeting was opened at 6:00PM with Wayne Anderson leading the Pledge of Allegiance.

Minutes:

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

Ms. Dion made a motion to approve the public and non-public minutes from July 16, 2018. The motion was seconded by Ms. Dion. The Board voted 3-0-1 to approve the minutes as written.

Consent Agenda: Ms. Dion made a motion to approve the consent agenda dated August 6, 2018, to include the items named therein, seconded by Mr. Morrison. The Board voted 4-0 in favor of the motion to approve the consent agenda.

Acknowledgements: Bruce Dorner read an ode to Bill Dowey thanking him for his work and dedication to the Economic Development Committee. The Board thanked Mr. Dowey for all his work and effort on behalf of the town regarding economic development.

Fireworks Event Updates: The Board thanked and recognized the efforts of several employees and volunteers for their contribution to the July 4th fireworks event. Jamie Moulton updated the Board on the delays and issues with American Thunder regarding the wiring, communication, and delays. Mr. Moulton recommends setting an addendum to the current contract stating a set early arrival time the day of the show, set up of the barge the day before the show, and having a crew that works together well and is familiar with the equipment and working on a barge. Mr. Moulton stated that the company should be made to work for the town. Mr. Alpers commented that the Board wants a meeting with the owners before making a decision on keeping the contract or finding another fireworks company. Mr. Alpers asked if Mr. Coates had shown the contract to legal. Mr. Coates replied that he had it looked

over and that he recommends breaking the contract. Mr. Moulton commented that there is a set date for the show with this company and the town may not get a good date with another company. Ms. Dion commented that American Thunder knows how badly the show went and that they have not reached out to the town at all regarding this. The improvements Mr. Coates recommends are a set time for the fireworks to be shot and better communication with the public regarding the time. A capital reserve account should be set up for donations. Ms. Duggan will call American Thunder and set up a meeting with the Board and the owners. Ms. Duggan will reach out to other fireworks companies for possible dates for 2019.

Sewer to the Lake Contract: Mr. Coates informed the Board that he and Jeff Chartier worked on an application for repackaging the engineering and submitted the application to USDA last week. The cost of the engineering is approximately \$50,000 with \$30,000 coming from the grant and \$20,000 from the sewer capital reserve or the budget. Mr. Coates asked the Board for their approval to authorize the Town Administrator to sign the agreement after being reviewed by Primex if the grant is approved. The Board is in consensus to authorize the Town Administrator to sign the grant if approved. Mr. Coates commented that the next step is to move towards funding for Phase 1 at the March town meeting.

Cummings Beach Update: Mr. Coates updated the Board regarding Mike Vignale's proposal to remove pavement from the parking area to allow for more surface to capture water, to reduce the slope of the south end of the beach, and to stabilize the embankment. The issue of higher lake levels will be taken up by the state in the fall. Mr. Vignale commented that a wall will still need to be built for the erosion issue and the slope of the parking lot should be closer to the road to prevent drainage into the small basin. Mr. Alpers commented that the project can be done in increments and he thinks that the town should start with the wall and then address the pavement in the future. Mr. Coates informed the Board that \$28,000 was encumbered from last year. Mr. Anderson commented that he would be comfortable with repairing the retaining wall but he is not sure of any benefit with removing pavement. Ms. Dion commented that having a shady grassy area at that end of the beach would be appealing to people. Mr. Morrison commented that angled parking would maximize spaces. Mr. Coates asked if the retaining wall can include steps to address safety concerns and address accessibility. Mr. Vignale replied that steps can be included in a design to be submitted to DES. Mr. Morrison commented that it will take 9 steps and the wall will need to be built back. Granite steps cost \$400-\$500 each and concrete will cost just as much. Mr. Alpers replied that using composite decking is reasonable. The Board is in consensus to get a plan put together to submit to DES.

Northern Borders Grant: Ms. Dion made a motion to accept the grant from Northern Borders for fiber in the amount of \$137,369 and to authorize the Town Administrator to execute the contract. The motion was seconded by Mr. Morrison. The Board voted 4-0 in favor of the motion.

Oil/Propane Bids: Mr. Coates informed the Board that bids were received from Rymes and Dead River and that he recommends switching to Dead River. Mr. Alpers asked if there was any cost to switch out the propane tanks. Mr. Coates replied that there is nothing in the proposal regarding that and that the tanks were not switched out two years ago when the town went with Rymes. The breakdown of the bids is as follows:

Service:

Rymes: \$75/hour days and \$135/ hour nights and weekends.

Dead River: \$75/hour no matter the times.

#2 Oil:

Rymes: \$2.549

Dead River: \$2.4995

Propane:

Rymes: \$1.569

Dead River: \$1.489

The rates have gone up from last year. Last year's rates with Rymes were \$1.799 for oil and \$1.229 for propane.

Mr. Anderson made a motion to approve the bid from Dead River for the 2018-2019 heating season contingent upon no cost to swapping out the propane tanks. The motion was seconded by Mr. Morrison. The Board voted 4-0 in favor of the motion.

Town Office Project Update: Mr. Alpers commented that the town has executed a Purchase & Sale agreement with LRGH for the professional building on School Street. The architects have looked at the building and will meet with the Board next week. Milestone Construction has the preliminary design and will give their ideas and cost projection to turn the building into a municipal office. Mr. Coates will pass a draft warrant article with rough numbers for the project on to the town attorneys. The papers are being drafted to send to Superior Court to ask the judge for a special town meeting to be held mid to late October. A public hearing and bond hearing will be held in the fall. There will be open house tours of the building after Labor Day.

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

A check in the amount of \$23,500 was received from the regional highway cooperative. This is additional money which is to be used for the transfer station project.

Fire Chief Ben LaRoche is close to finishing up their work on the pole transfer and it is moving along.

Select Board Items:

Mr. Morrison commented that he is still trying to get the concrete work done at the transfer station.

Ms. Dion commented that there are boards and banners left behind the information booth and would like them to be picked up. Ms. Dion commented that the sign should be changed to not include the chamber. Mr. Coates replied that he has talked to Karen Bush regarding this sign.

Mr. Alpers thanked Morrison Construction for moving the information booth to the Mill Stream Park.

Public Comment:

Shaun Lagueux commented that he would strongly caution not throwing good money after bad on the water/sewer project. He wasn't in favor of the project in the past due to concerns with build up around the lake. If the funding does come through, the zoning will really need to be looked at especially around the lake.

Mr. Lagueux commented that the town should have purchase a new holder the first time and not a refurbished machine.

Barbara Greenwood commented that she has talked to many people and they are all really excited about the town acquiring the building on School Street.

Margaret Hoyle asked what the town's official source of information is, the web site or Facebook and what the cause of the water bill date error was. Mr. Alpers replied that the water was human error and the mistake was fixed. The town does not have an official policy on the web page or Facebook. Mr. Coates replied that big news items are typically put on both the web page and Facebook.

Ms. Hoyle commented that a No Parking sign should be placed in front of the hydrant downtown as there have been cars parking in front of it. Mr. Alpers replied that the suggestion will be passed on to the Highway Department.

Ms. Hoyle suggested that a port a potty be placed downtown during events like the tree lighting. Mr. Alpers replied that there is a port a potty in Kelley Park and he would personally not want to see a port a potty in the downtown.

Ms. Hoyle commented that she has looked at other towns that accept credit cards for payments and they charge a 2.95% processing fee and doesn't know if people would take advantage of that. Mr. Alpers replied that it is a personal determination and the town is just offering the service. The town will be transparent about the fee.

Paul Simard commented that the sales price of the professional building seems pretty good but once the renovations start with that building and the current building the project will be well over a million dollars. He has not seen a Space Needs report on this building. He would like to see a real space needs report on the growth of the town and staffing needs. Nothing on the building so far has been made public and that the need is not the town office by the Police Department. Mr. Alpers replied that any real estate transaction has always been negotiated in non-public executive session and it is inaccurate to portray that the Board has done anything underhanded. The time to go public with the process is now.

John Sellers commented that he sent the Select Board, the Town Administrator, and the Finance Officer a letter regarding the ambulance service for 2018-2019 and did not receive any replies. He asked why the contract was for 15 months at a 12 month price and why only one town has paid so far.

Shaun Lagueux asked if there is a portion of the formula that the town builds in the cost of the ambulance purchase. Mr. Alpers replied that it is built into the formula now.

Vincent Migliore updated the Board on two issues in the state government, the sales tax issue and the governor's veto on September 13th. There is a lot of support to override that veto.

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

Respectfully submitted,

Wendy Duggan