

## **Select Board**

### **Minutes**

**October 11, 2018**

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

**Absent:** Les Dion

**Others Present:** Finance Officer Robert Blanchette, Highway Superintendent Mark Bucklin, Highway Foreman Victor Greenwood, and members of the public.

The meeting was opened at 6:00PM with Tom Keegan leading the Pledge of Allegiance.

**Household Hazardous Waste Day:** Tom Keegan updated the Board on the 2018 HHWD event. Mr. Keegan thanked the 22 volunteers, mostly made up of members of the local Boy Scouts Troops. Mr. Keegan informed the Board that the cost of next year's HHWD could increase by 3-5%. The Board thanked Mr. Keegan and the volunteers for taking the time to organize and run this event every year.

**Public Bond Hearing:** Mr. Alpers opened the public bond hearing for the town office project at 6:10PM. Mr. Alpers informed the public that the town received three quotes for interest rates for financing the project. The NH Municipal Bond Bank had the best rates as follows: 5 year bond at 3%, 10 year bond at 3.5%, and a 15 year bond at 3.75%. The following impact on the tax rate is based on Northway Bank's rates which are a little higher. The tax rate impact at 5 years would be \$0.30, at 10 years the impact would be \$0.15-\$0.20, and at 15 years the impact would be \$0.10-\$0.15. Mr. Coates commented that the library and fire engine debt come off in a couple of years. Mr. Alpers opened the hearing up to public comment. Bill Dowey asked what would be the difference on the tax rate if the town had gone with the 2.3 million dollar project. Mr. Coates replied that for every \$450,000 dollars appropriated it is \$1 on the tax rate. Mr. Milbrand replied that would be about \$0.50. John Sellers asked if the 1.3 million dollars of unreserved fund balance is making interest. Mr. Alpers replied that the unreserved fund balance is no necessarily cash in the checking account and that it is made up of several items on paper and required by DRA at a certain level. John Sellers commented that the Police Department and Fire Department projects still need to be done and that this is not included in the debt. Bill Dowey commented that the Police Chief said that he would be willing to limit expenditures on the current building for a few years. Mr. Coates replied that the Police Chief wants to find the right plan for the Police Department and that it would take a couple of years to plan that out. At 6:32PM Mr. Alpers closed the public bond hearing.

Mr. Milbrand made a motion to recommend the warrant article for the town office project as written, seconded by Mr. Morrison. The Board voted 4-0 to recommend the warrant article.

**Minutes:** Mr. Milbrand made a motion to approve the September 20, 2018 minutes as written, seconded by Mr. Anderson. The Board voted 4-0 in favor of the motion.

**Consent Agenda:** Mr. Milbrand made a motion to approve the October 11, 2018 consent agenda to include the items named therein, seconded by Mr. Anderson. The Board voted 4-0 to approve the consent agenda.

**Finance Update:** Finance Officer Bob Blanchette updated the Board on the 3<sup>rd</sup> quarter revenues and expenses. Mr. Alpers recommended that the Board give Mr. Blanchette the purview to implement the credit card program with the Town Clerk when finances are good to do so. Mr. Blanchette informed the Board that it will cost about \$1,300 to implement the program and that there is a \$300 annual fee. The Board was in consensus to give Mr. Blanchette permission to implement the program.

**Auditor RFP:** Mr. Blanchette informed the Board that two firms responded. Melanson Heath came in at \$23,500 per year and Plodzik & Sanderson came in at \$19,500 for the first year's audit and \$20,000 for years 2021 and 2022. Mr. Blanchette recommends Plodzik & Sanderson to save the town some money.

Mr. Anderson made a motion to accept Plodzik & Sanderson to do the town's auditing for the next three years, seconded by Mr. Milbrand. The Board voted 4-0 in favor of the motion.

**FEMA:** Milbrand made a motion to approve acceptance of \$36,728.96 from FEMA for the oxidation ditch, seconded by Mr. Anderson. The Board voted 4-0 in favor of the motion.

**Police Donation:** Mr. Milbrand made a motion to accept the donation from Bristol House of Pizza and Village Pizza of two patrol rifle optics, seconded by Mr. Morrison. The Board voted 4-0 in favor of the motion.

**Spring Street Update:** Mark Bucklin commented that he would like hold off until the spring to change Spring Street into a one-way. Mr. Morrison asked how this effects plowing. Victor Greenwood commented that it is a right hand turn and that he can turn around in the square. Mr. Greenwood commented that the right hand side of Spring Street will be turned into parking spaces. Mr. Alpers commented that a communication plan should be worked out for the public and a letter should be sent to residents. Mr. Bucklin commented that Mike Vignale will have a plan for striping the road.

Mr. Alpers made a motion to approve making Spring Street a one-way road effective May 1, 2019, seconded by Mr. Anderson. The Board voted 4-0 in favor of the motion.

**Holder Purchase:** Mr. Bucklin commented that he went back to the company and they took \$7,000 of the price of the machine and gave \$500 more toward the trade-in. Interest rates have increased and that has wiped out those savings. The price of the holder if purchased outright is \$121,500 with and extended 5 year warranty. The Board discussed financing and leasing options.

Mr. Milbrand made a motion to approve a 5 year lease contract with no buyout and a non-appropriation clause and to expend \$20,241.92 for the first payment to come out of the Highway Capital Reserve Fund. The motion was seconded by Mr. Morrison. The Board voted 4-0 in favor of the motion.

**BES Plowing:** Mr. Bucklin informed the Board that he met with the SAU and they want salt and sand added into the deal. Mr. Bucklin recommends not plowing the BES parking lot anymore.

Mr. Anderson made a motion to stop plowing the BES parking lot effective immediately, seconded by Mr. Milbrand. The Board voted 4-0 in favor of the motion.

**Cummings Beach Contract:** Mr. Coates informed the Board that the permitting has been signed off on by the Conservation Commission and the steps project has been put out to bid.

**Transfer Station Project Update:** Mr. Bucklin informed the Board that the concrete has been poured and that the drainage and backfill work is next. Sand can't be taken in until there is space to stock pile it.

**Town Administrator's Report:** Mr. Coates updated the Board on the following:

The date for court for the Special Town Meeting is October 22, 2018.

A Northern Pass email was forwarded to the Board in regards to the anonymous donor who will cover the legal cost. The towns just need to accept the donation.

There will be a meeting with Northern Borders regarding the fiber project then an RFP will be done to start the project.

The Bicentennial Committee would like to use the January 3, 2019 Select Board meeting for a proclamation for the Bicentennial year kick off.

The public forum on the trails and downtown project with UNH will be held at the library on November 15<sup>th</sup>.

**Select Board Items:** Mr. Anderson commented that he is still interested in the boiler plates for the fireworks. Mr. Coates replied that he has the contract from Hell's Gate but that the Vermont company has not responded. Mr. Alpers commented that the Board will look at the Hell's Gate contract at the next Board meeting.

**Public Comment:** Barbara Greenwood commented that she helped with the walkthroughs of the medical building and people were very surprised at the amount of space in the building and the condition of the building.

**Adjournment:** 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