

**Minutes
Bristol Select Board
December 14, 2018**

Present: Select Board members: Rick Alpers, Don Milbrand, Les Dion, Wayne Anderson, and J.P. Morrison (late)

Absent: None

Others Present: Department Heads

Mr. Alpers called the meeting to order at 2:05PM.

2019 Budget Work Session:

The Board welcomed Department Heads to the meeting to discuss their 2019 budget requests in order to assist the Board with putting together its budget.

The following decisions were made after reviewing the Department Head budget requests:

01-4152-312 – Reduce to \$40,000
01-4153-320 – Reduce to \$70,000
01-4194-342 – Reduce to \$94,000
01-4194-413 – Reduce to \$6,000
01-4197-831 – Reduce to \$3,000
01-4210-292 – Reduce to \$600
01-4210-550 – Reduce to \$500
01-4210-635 – Reduce to \$21,000
01-4210-893 – Reduce to \$7,000
01-4311-120 – Reduce to \$5,000
01-4311-390 – Increase to \$4,000
01-4311-570 – Reduce to \$2,500
01-4311-610 – Reduce to \$11,000
01-4324-810 – Reduce to \$5,500

The Select Board will make its budget presentation to the Budget Committee on December 17. The Board thanked the Department Heads for their time and efforts in crafting their budgets and spending time with the Board.

Mr. Alpers opened the public meeting at 3:55PM.

Tax Abatement for 5 School Street:

Town Clerk/Tax Collector Raymah Simpson explained that she was under the impression after meeting with the Board in November that the Board was in favor of abating the full tax bill for this recent bill, so she sent LRGH a letter with their bill stating that their tax bill has been abated. Mr. Alpers stated that

the best course of action was to let that stand versus having to tell LRGH that they owe for taxes for the building like what was discussed at the December 6, 2018 Board meeting. The Board agreed. Mr. Coates said he will be in touch with LRGH and let them know their final tax bill has been abated for 5 School Street.

Town Office Bond Paperwork:

Mr. Coates reported that Finance/Human Resources Director Bob Blanchette searched for interest rates for bonding the Town Office project with a ten year bond. Northway was 3.95%, Franklin Savings Bank was 3.89% and Union Bank was 3.75%. The Board agreed with his recommendation of going with a ten year bond with Union Bank. Mr. Milbrand made a motion to have the Board, Mr. Blanchette and Mr. Coates sign the loan documents for the General Obligation Note for the Town of Bristol and to authorize Mr. Coates to sign the closing documents at the January 2 closing. The motion was seconded by Ms. Dion. The Board voted 5-0-0 in favor of the motion.

AP and Payroll Manifests:

Mr. Milbrand made a motion to approve the AP and Payroll manifests dated December 11, 2018. The motion was seconded by Ms. Dion. The Board voted 5-0-0 in favor of the motion.

TAN from Water/Sewer Department:

Mr. Coates reminded the Board that the tax bills went out late this year because of Special Town Meeting, which means that cash flow was lower this time of year. Mr. Blanchette was recommending the Board authorize a TAN to borrow from the water and sewer reserves in order to cover the cash flow needed for the end of the year billing and other obligations. Mr. Blanchette said the borrowing would be for about two weeks. The funds would be paid back at an agreed upon rate. Mr. Alpers stated this makes a lot of sense versus having to borrow from a bank where there would be fees. Mr. Milbrand made a motion to borrow \$250,000 from the water (\$125,000) and sewer (\$125,000) reserves and to pay back the borrowing with interest as soon as possible. The motion was seconded by Ms. Dion. The Board voted 5-0-0 in favor of the motion.

Nonpublic Session:

Ms. Dion made a motion to go into nonpublic session under RSA 91-A:3 II(b), (c), and (e). The motion was 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 nonpublic session. The motion was seconded by Ms. Dion. A roll call vote was held. The Board voted 5-0 in favor of the motion.

Adjourn:

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

Respectfully submitted,

Nicholas J. Coates