

## Bristol Selectboard Meeting

July 11, 2011

Attendance: Selectboard members Sharon Compagna, Carol Wells, Alan Huizenga, Joel Bouvier, Peeker Heffernan and Town Administrator Bill Bryant. Filmed for NEAT TV by Mary Arbuckle. Also attended by Jim Lockridge, Ryan Krushenik, Heather Simpson, Darla Senecal and Police Chief Kevin Gibbs.

The meeting was called to order at 7:02 p.m.

1. Jim Lockridge met with the Board to discuss two summer hires for The Hub Teen Center. The first position is a full time summer Americorps Vista position that will run through August and involve assistance with program metrics. The goal is to identify benefits of the Hub program to teens and to collect demographic information about the teens participating in the Hub programs. The only cost to the Town budget will be \$300. The position will also assist in staffing the garden and skate park programs. Jim introduced Heather Simpson as the candidate who is being recommended for this position. Jim explained the screening and selection process. There was discussion. Motion was made by Alan Huizenga, seconded by Carol Wells and carried to hire Heather Simpson as the summer Americorps Vista staff person at The Hub as discussed.

The second position is for a supervisor for the summer garden youth employment program which is funded through a Vermont Department of Labor grant. Samatha Gorton worked through the program when she was younger and staffed this position last year. Jim recommends hiring her again this year at the rate of \$11.66 per hour. She will work about 9 hours per week and work until the grant funds are used up later in the summer. There was discussion. Motion was made by Carol Wells, seconded by Alan Huizenga and carried to hire Samatha Gorton for this position at the rate of \$11.66 per hour as recommended.

Jim also reported that the year-long Americorps position currently filled by Sarah Parker has been funded for the next year. Sarah's term will expire in August. Motion was made by Carol Wells, seconded by Sharon Compagna and carried to approve the renewal of the Americorps position for the August 2011 to August 2012 period. Jim will screen candidates and bring a recommendation for hiring to the Selectboard in early August.

2. Public Forum – Recreation Director Darla Senecal commended the Fourth of July Committee for another very successful July 4<sup>th</sup> celebration. She did report a few issues that she will work with the Committee to improve for next year which included a concern about horse manure in the playground area near The Hub. There was also discussion about banners that are placed on the front entrance at Holley Hall. The Selectboard discussed that they would prefer not to have banners adorning the building, but agreed that this practice may continue until such time as an informational kiosk is built.

3. Three Day Stampede – The Board reviewed a request from Eve Shepard for the annual road race held in connection with the Stampede, for use of the public streets on July 31<sup>st</sup>. It will follow the same route as previous years. Motion was made by Sharon Compagna, seconded by Carol Wells and carried to approve the road race request. The Board also considered a request from the Stampede for deposit of leftover material from the event at the Town’s landfill. This was done last year for two roll-off boxes, with cover material provided by Heffernan Excavating and covering labor donated by Kris Perlee. Motion was made by Sharon Compagna, seconded by Carol Wells and carried to approve the Stampede’s use of the landfill.
4. The Bristol Cemetery Association has requested a waiver from the Board for payment of water fees associated with the water service they have that is only turned on in summer. There was discussion about metering, meter installation, leak detection, the small amount of the bills, and the support of the Cemetery that the Town voters appropriate each year and the responsibility that falls upon the Town if the Association ever could not perform its function. It was decided that more information was needed and this matter was tabled until the next meeting.
5. Safe Routes to School Sidewalk Project on West Pleasant and Liberty Streets – A request for proposals was solicited for construction inspection services and advertised in the Addison Independent, with four firms invited and a fifth requesting an RFP. Only one firm responded, DuBois and King which is the same firm as has prepared the engineering design for the project. The D&K proposal is for up to \$9,829. Sharon and Bill reported speaking with Chris Lathrop at D&K and that they are hopeful that if we get a good contractor that the cost of the inspection services may be less than the full price. There was discussion about the status of the project and its funding. There is \$34,000 in the SR2S grant for the construction phase. The Town planned for use of the FY12 sidewalk budget of \$15,000. It appears likely that the combination of construction bid and inspection services will exceed these funds and that the Town will need to put in extra funds in the \$5-10,000 range. It will all depend upon bids received, but the current construction estimate prepared by D&K utilizing VTrans “cost estimator” program (with VTrans actual recent project bid prices used as its basis) is \$47,000. There was discussion. Motion was made by Alan Huizenga, seconded by Peeker Heffernan and carried to hire DuBois and King for inspection services as per their proposal for a cost of up to \$9,829.
6. A petition was reviewed from Champlain Valley Telecom for utility pole installations along North Street and Monkton Road for providing fiber optic lines. The pole locations have been reviewed by Road Foreman Peter Bouvier who recommends approval. Motion was made by Sharon Compagna, seconded by Peeker Heffernan and carried to approve the utility pole petition for use of the Town highway right of way as submitted.

7. Motion was made by Sharon Compagna, seconded by Alan Huizenga and carried to renew the annual agreement with the Department of Taxes for use of computer appraisal software by the Listers for the cost of \$232.
8. South Street Bridge Project Update – Bill Bryant has been in touch with VTrans project engineer Kristin Higgins. The project is a bit behind schedule but they are trying to catch up. It is hoped that design can be completed so that bids can be let in the spring. It is planned that construction will at least start in 2012, but it may carry over to completion in 2013. The Selectboard and Town Administrator are pushing to keep VTrans on track for the original plan of a completed bridge by the end of 2012. There was discussion.
9. Employment Vacancy for Administrative Assistant – Bill reported that Lisa Dupoise has given her notice to leave employment with the Town at the end of September to work in her family's business. Motion was made by Sharon Compagna, seconded by Alan Huizenga and carried to accept Lisa's resignation with regret and thanks. There was discussion about the advertisement for replacement and the selection schedule. It is planned to cease having police dispatch services provided during the day by this position and that the police share of costs for the position will be taken over between other funds. Motion was made by Alan Huizenga, seconded by Sharon Compagna and carried to authorize the Town Administrator and Town Clerk-Treasurer to initiate the hiring process as described.
10. Bills payable were reviewed and Treasurer's warrants signed.
11. Motion was made by Sharon Compagna, seconded by Alan Huizenga and carried to approve the minutes of June 20, 2011.

12. Roundtable:

Sharon Compagna reported that two trees were removed this week on the Town Green. One was a large one discussed on the road trip. The other was a smaller size in front of the bandstand but found to have large woodpecker holes in the base. She described plans for planting a tree on the park. There was also discussion about keeping the water spigot on the park padlocked. Sharon noted what a great event the 4<sup>th</sup> of July was this year and congratulated the Committee for the hard work of putting on this event.

Peeker Heffernan asked that the Police Department's 4<sup>th</sup> of July parade detour signs be picked up.

Alan Huizenga reported that a temporary water line is being built on the South Street Bridge to accommodate repair of the leak on the main line that crosses under the river. The line on the bridge was damaged by shifting of the bridge last winter. Munson Earth Moving has been hired for this work.

Joel Bouvier reported that he has been in touch with a member of the New Haven Selectboard and broached the idea of a joint meeting to discuss municipal gravel pit issues. He asked about the status of the North Street paving ripples last winter. Alan Huizenga responded that this will be a warranty extension request, but that the problem went away with the spring thaw. Joel also noted a recent water repair in which he thinks a trench box should have been in use.

Carol Wells discussed the sidewalk work at the Garfield and North Street intersection and the new planter areas at Almost Home Market. For the record, Bill Bryant noted that the sidewalk on Garfield was a Town project, that the planters and sidewalk yet to be constructed in front of the market are being built at the expense of the property owners and with a work in the public right of way permit from the Selectboard.

Bill Bryant reported that VLCT PACIF has adopted a new higher liability limit. He reported that the Terasem Movement Transreligion tax appeal has been filed in Superior Court and recommended appointment of an attorney to respond. Motion was made by Peeker Heffernan, seconded by Carol Wells and carried to request attorney Kevin Brennan to enter an appearance in this matter and to file an answer to the complaint on behalf of the Town. Bill reported on a pass through grant for a summer theater production in Holley Hall overseen by Carl Engvall. Bristol Friends of the Arts have awarded \$300 for the production and the Town will administer the grant. Motion was made by Sharon Compagna, seconded by Carol Wells and carried to approve the pass through grant.

13. Police Chief Kevin Gibbs met with the Board to discuss the idea of moving the annual Police District Meeting to coincide with Town Meeting in March. At the meeting this year there was some discussion about moving the meeting, but that suggestion was in the opposite direction to have it later in the year such as July after the fiscal year is closed. Bill Bryant reported that it would be more efficient for him if all budgets were worked on in winter including water, sewer and police and that this change would facilitate including these budgets in the town report. Police District meeting attendance has improved in the past couple years but is still embarrassingly low. Voter participation could be greatly increased by voting the police budget by Australian ballot on March Town Meeting Day. There was discussion and Board members suggested holding the public informational meeting for the police budget on Monday evening at 6 or 6:30 p.m. just before the start of Town Meeting at 7 p.m. and that this would likely result in greater participation as well. There was a consensus to move forward with this idea. Implementation would require a special Police District meeting this fall to adopt the Australian ballot system, in order to vote on the budget for FY13 next year in March in this manner. Bill will proceed with drafting a warning for such special meeting and review of the statutes and merger document to assure that this change meets all legal requirements.

14. Motion was made by Sharon Compagna, seconded by Alan Huizenga and carried to meet in executive session to discuss personnel matters involving the appointment, employment, or evaluation of public officers or employees; and legal matters and real estate negotiations involving the Town where premature general public knowledge of the subject matter would clearly place the Town at a substantial disadvantage. The Board met in executive session from 8:55 p.m. to 9:45 p.m. with Chief Kevin Gibbs in attendance for a portion of the session. Motion was made by Alan Huizenga, seconded by Peeker Heffernan and carried (with 3 in favor and 2 opposed – Compagna and Bouvier) to accept the settlement negotiated at the Board's direction by the Town Administrator with Bonnie and Phil Gridley to resolve their tax assessment appeal with a value of \$275,000 for the April 1<sup>st</sup> grand lists for 2010, 2011 and 2012.

The meeting was adjourned at 9:50 p.m.

Respectfully Submitted,  
Bill Bryant, Town Administrator