

Bristol Selectboard Meeting

January 9, 2012

Selectboard Attendance: Chairman Joel Bouvier, Carol Wells, Sharon Compagna, Alan Huizenga and John “Peeker” Heffernan. Town Administrator Bill Bryant and Town Clerk Therese Kirby. Filmed for NEAT TV by Mary Arbuckle. Also attended by: Darla Senecal, Jim Lockridge, Ryan Krushnek, Reed Prescott, Peter Bouvier, Kris Perlee, Shawn Oxford, Melissa Hernandez, Eric Carter, Tom Wallace, Shawna Bedard, Bonita Bedard, and Kevin Gibbs.

1. Joel Bouvier called the meeting to order at 7:03 pm. He opened with congratulations for the road crew as they were recognized by Vermont Local Roads in their recent newsletter. A link to the newsletter will be placed on the Town’s website under the documents and forms page. Road Foreman Peter Bouvier discussed the proposed sale of the 2003 International single axle dump truck. The Town will accept bids for the truck in the spring. Discussion of the road crew picking up Christmas trees. Peeker Heffernan moved to discontinue picking up Christmas trees after this season. Sharon Compagna seconded. So voted. Bill Bryant explained the Stormwater bond payment is increasing the highway department budget \$37,180 and he has budgeted another \$1,000 for interest on interim borrowing for the Town’s cost of the South Street bridge replacement. Without those additions, the proposed increase for the highway department is \$4,000 over last year. Peeker Heffernan would like to increase the paving line by \$10,000 and cut it back to \$5,000 if the overall budget is too much. The other Selectboard members agree. Peter also reminded the Selectboard there is an underground fuel tank at the old barn they should think about removing in 2012. The Selectboard agreed to allow Peter to remove it.

2. Bristol Downtown Community Partnership Board (BDCP) of Directors were here to discuss the FY 2012-2013 appropriation request. Carol Wells is the Executive Director of BDCP so she recused herself from this discussion. BDCP would like to increase their appropriation from \$5,000 to \$12,000 to support their base operations. Their membership has increased but their revenue through membership is down. BDCP has brought grant money into Bristol for the Prince Lane Project, park improvements and the e-Vermont grant for wireless throughout the downtown. Shawn Oxford went over BDCPs current budget. Reed Prescott wanted the Selectboard to consider that grant money BDCP is bringing to the Town for improvements more than covers the \$12,000 annual operating request they are asking for. Melissa Hernandez of Recycle Reading explained how much BDCP and Carol Wells have meant to her as a first time business owner. Tom Wallace is a board member of BDCP and feels this appropriation should be supported. Shawna Bedard also wanted the Selectboard to know there are a lot of volunteer hours given to BDCP to support their mission. The Selectboard will discuss BDCPs request and let them know if they will add the requested \$12,000 to the budget or if they will have to petition for it. The Selectboard thanked them all for their time.

3. Jim Lockridge and Ryan Krushnek were here regarding four grant application requests. Those requests are listed as follows: Wal-Mart application for \$250 to \$5000, United Way application for \$9,500, Vermont Children’s Trust foundation application for \$8,000 and a Vermont Department of Health application for \$300 per student participant up to 12 students working with teens via an “at risk behavior” curriculum trained by Dept of Health taught by HUB staff; kids who do well will receive \$100 and snacks will be provided to these students

during the sessions. Carol Wells moved to approve the applications for the above mentioned grants. Sharon Compagna seconded. So voted.

4. Police Chief Kevin Gibbs was here regarding his proposed FY 2012-2013 Police District budget. The budget is up 4.7% over last year. This budget is built around three full-time officers with three family health insurance plans. Kevin is proposing to increase his part-time labor line. He would also like to adopt an on-call pay policy where officers are paid 10% of their hourly rate when they are on-call for more than four consecutive hours. That would amount to approximately \$620 per year. Kevin updated the Selectboard on grants Officer Randy Crowe has written, and the equipment they have garnered from them. Josh Otey will start in February covering Ed Shepard's shift while he is out. Alan Huizenga moved to go into executive session with Kevin Gibbs for personnel matters at 8:35pm. Sharon Compagna seconded. So voted. The Selectboard came back into regular session at 9:00 pm. No action was taken. The Selectboard thanked Kevin for his time.

5. Discussion of the South Street Bridge preliminary plans. The proposed bridge is 24' wide with 3' painted shoulders and the span is longer than the current bridge. Bill Bryant presented a resolution regarding the bond vote to be held at the Town Meeting Day Election to cover our estimated cost of not to exceed \$300,000. Peeker Heffernan moved to approve the signing of the Necessity Resolution for the South Street Bridge. Carol Wells seconded. So voted. Discussion of the proposal from Green Mountain Engineering for \$2,000 to redesign the water line going over the new South Street Bridge, \$1500 of which will cover structural engineer sub consultant fees. Alan Huizenga recused himself from the discussion and vote as he is the President of Green Mountain Engineering. Peeker Heffernan moved to authorize Joel Bouvier to sign the agreement with Green Mountain Engineering. Carol Wells seconded. So voted. Alan Huizenga moved to accept the proposal from VTrans for the preliminary design plan for the South Street Bridge. Carol Wells seconded. So voted.

6. Discussion of consideration of an amendment to the public access agreement with Pomerleau Family Trust regarding the Prince Lane improvement project which extends the length of the agreement. Alan Huizenga moved to approve the first amendment to the public access agreement and authorize Joel Bouvier to sign the amendment on the Selectboard's behalf. Carol Wells seconded. So voted.

7. Alan Huizenga moved to approve the SWIP grant application for \$2,170 to offset the cost of our household hazardous waste program. Peeker Heffernan seconded. So voted.

8. Peeker Heffernan moved to approve the annual certificate of highway mileage with no changes in Town highways this year. Sharon Compagna seconded. So voted.

9. Peeker Heffernan moved to approve and authorize Joel Bouvier to sign the resolution for changing authorized signatories for accounts at the National Bank of Middlebury, making Therese Kirby and Jennifer Stetson the two people authorized to sign checks. Alan Huizenga seconded. So voted. Therese Kirby explained this was to finalize the separation of duties as requested by Sullivan & Powers.

10. Sharon Compagna moved to approve the minutes of December 19, 2011. Carol Wells seconded. So voted. The Selectboard also approved a liquor & tobacco license for

Maplefields/R.L. Vallee and a liquor license for Mary's at Baldwin Creek. They also approved an accounts payable warrant of \$103,410.10.

11. Roundtable: Joel Bouvier is working on his Selectboard report for the Town Report. Therese Kirby reminded residents that Dog licenses are now for sale and need to be purchased by April 1, 2012.

12. Town Administrator's Report: The Revolving Loan Fund Committee is recommending a loan to Scentsations at 4% interest for \$8,900 with the collateral of Steven & Erin Heffernan's home and a list of business equipment including mobile cooler, floral supplies, etc. Alan Huizenga moved to approve the loan subject to receiving a list of equipment and authorized Bill Bryant to sign the loan documents. Carol Wells seconded. So voted. Peeker Heffernan recused himself from the discussion and vote due to the family relationship. Bill filed an application with the State Revolving Fund regarding our sewer project. He also wrote a letter to Aaron Thomas regarding completing the pottery studio reconstruction from fire, as we are tenants and it is incomplete. Marian Baser, on behalf of the 250th Anniversary Committee, would like to bury a time capsule near the Peace Garden. The Selectboard is open to allowing that, as the time gets closer they would like to see marker dimensions and wording. Discussion of replacing street light bulbs with LED bulbs.

13. Discussion of the public hearing on the Police Department budget before Town Meeting. Budget work session.

14. Alan Huizenga moved to go into executive session to discuss personnel matters involving the appointment, employment, or evaluation of public officers or employees. Peeker Heffernan seconded. So voted. The Selectboard met in executive session from 9:54 pm to 10:25 pm executive session and were joined for part of the session by Therese Kirby. The Selectboard came back into regular session at 10:26 pm. No action was taken.

15. There was a brief discussion on the BDCP budget request. It was the consensus of the Selectboard to support the inclusion of a BDCP appropriation of \$10,000 in the budget and Town Meeting Warning without need for a petition. Board members indicated they would look favorably to an increase next year in this appropriation to the requested level of \$12,000, but can't speak definitively to that as a Board until the time comes. Carol Wells was present for this discussion but did not participate as she had recused herself from this subject earlier this evening. Bill and Carol will communicate this decision to the BDCP board.

The meeting was adjourned at 10:35 p.m.

Respectfully Submitted,
Therese Kirby
Clerk