

Bristol Selectboard Meeting

May 21, 2012

Selectboard Attendance: Chairman John "Peeker" Heffernan, Alan Huizenga, Sharon Compagna, Joel Bouvier and Carol Wells. Town Administrator Bill Bryant and Town Clerk Therese Kirby. Filmed for NEAT TV by Joanna Etko. Also attended by: Kris Perlee, Terry McKnight, Jim Lathrop, Kevin Harper, Bob Hill, Tom Wallace and Chico Martin.

1. At 7:00 pm Sharon Compagna moved to appoint Alan Huizenga as temporary Chair. Carol Wells seconded. So voted. Alan Huizenga opened the FY 2012-2013 public hearings regarding the Water District, Sewer District and Landfill. Bill Bryant stated the budgets were published in the 2011 Town Report. Both Bill Bryant and Therese Kirby feel the water rates will need to be raised this coming fiscal year as the capital fund balances have decreased; in part due to the cost of locating and repairing water leaks. The water rates have not been raised since 1996. Sharon Compagna moved to approve the 2012/2013 Water Department budget in the amount of \$247,700. Carol Wells seconded. So voted. The Sewer District budget was discussed next. The sewer rates were raised last year and the Commissioners are in hopes of not raising them again this year; however they need to be mindful of capital fund balances and savings for future expenses. Carol Wells moved to approve the Bristol Sewer District budget for 2012/2013 in the amount of \$32, 552. Sharon Compagna seconded. So voted. The Landfill budget was discussed next and Manager Kris Perlee was present for that discussion. Kris Perlee, Peeker Heffernan, and Francis Heffernan located a John Deere 750 bulldozer for \$25,000 in Holland, Vermont to replace the 1969 bomag that has broken down. Heffernan Excavating will pick up the bulldozer at no charge to the Town in exchange for use of the bulldozer for two days at the Heffernan's gravel pit. Kris' plan is to post the bomag on Craig's List for a few days to see if they can sell it, if not they plan to scrap it. Kris said the hazardous waste day collection was very successful and he holds three each year. Sharon Compagna moved to accept the landfill budget for 2012/2013 in the amount of \$155,250. Carol Wells seconded. So voted. Sharon Compagna moved to authorize the Treasurer to cut a check to Ralph Paradis in the amount of \$25,000 from the landfill capital equipment fund for the purchase of the bulldozer. Carol Wells seconded. So voted. The Selectboard approved the barter deal between Heffernan Excavating and the Town of Bristol. Kris Perlee stated Heffernan Excavating will carry insurance on the bulldozer as rental equipment while it is on their property.

2. Terry McKnight of the Addison County Community Trust was present tonight to update the Selectboard on a study currently being carried out to outline community needs in Orwell, Shoreham, Bristol, Vergennes, Middlebury and New Haven for elder housing. He said ACCT currently has 60 qualified people on their waiting list for their new Vergennes facility. He has been working with Living Well to find a larger location in Bristol as they would like to expand. Terry also talked about housing tax credits, 202 construction money, RD money available via a 515 program; all federal programs to help fund construction of elder housing. He also spoke about the Vermont Housing and Conservation Fund and Vermont Community Development Program for block money as

state funding agencies that may also help fund a project. Sharon Compagna has sent Terry a list of properties currently on the market and is wondering if any of these locations would be possible for elder housing. Terry felt some of the locations may be viable. He also spoke about the new SASH program being rolled out across the State. It is geared toward Medicare recipients and coordinating services and outreach for people who wish to age at home. These services could include extended care, wellness, nutrition, and exercise programs. Terry will continue to work on a Bristol site and look for funding that could make this work. Bill Bryant understands these programs are complicated and looks forward to hearing the results of the study. He feels the Selectboard would support an application submitted by ACCT if it was needed to proceed with a project, and asked Terry to keep them in the loop. The Selectboard thanked Terry for his time.

3. Tom Wallace was here representing Bristol Downtown Community Partnership (BDCP) in their request to put flower baskets on eight of the sixteen lamp posts on Main Street. The baskets would be up during the spring, summer and fall season. BDCP would like the Selectboard's permission to start this project and they would come up with sponsorship for each pole in the amount of \$200. These could include in memory of sponsorships. There will be placards placed in the storefronts thanking the contributors. The cost includes the baskets, frames, planting and maintenance. Erin Heffernan of Scentsations has offered to maintain the baskets for a modest income. Peeker Heffernan asked what the height of the bottom of the basket is, so no one would hit their head on them. Tom did not know. Bill Bryant wanted to know if the metal hanger would come down in the winter. Tom did not know, but thought the hanger might be useful for Christmas wreaths. Sharon liked the idea. Carol Wells and Tom Wallace wanted to know if the Road Crew would be able to help install the baskets. Peeker thinks the BDCP should find volunteers to install them. Sharon did not want to volunteer the Road Crew's time without Peter Bouvier's permission. The Selectboard said BDCP can move forward with ordering the baskets and Bill Bryant will check with Peter Bouvier regarding the installation. The Selectboard thanked Tom Wallace for his time.

4. Jim Lathrop was here tonight with two concerns. One is to chastise the Selectboard for their appointment of people to boards without doing their due diligence; especially when those people have litigation against other Townspeople and/or the Town. He asked the Selectboard to be fair and appoint people to boards that will create balance. Jim feels the Planning Commission does not represent all the people of Bristol and they may be lacking an education on how to reclaim a landfill or a gravel pit, so they are making rules they may not understand. He is also concerned about the zoning of his saw mill on South Street. He feels grandfather zoning is the lowest status of zoning he can be given and if the mill burns down, with grandfathered zoning he cannot borrow money from the bank to rebuild. He has been asking for the last 30 years to have his zoning adjusted. He is currently zoned mixed and would like to be commercially zoned. The Selectboard thanked Jim for his time.

Bob Hill was here regarding the intersection of Burpee Road and Plank Road. Since the Town repaved Burpee Road you sit up higher in a tractor and cannot see past the stone pillar on the corner of St. Joseph's Cemetery coming off Plank Road to cross Burpee Road. He would like the Road Crew to do some trimming and wondered if the

stone pillar could be removed. Bill Bryant said that is the corner that Addison County Regional Planning Commission is looking at via a low cost road improvement program. Bill will speak with Road Foreman Peter Bouvier regarding tree trimming. The Selectboard thanked Bob for his time.

Kris Perlee is concerned about the commuter parking on the School Street side of the Green. One of his jobs is to assist with funerals at St. Ambrose Church and having those parking spots filled with commuter cars can make it difficult for families. He is not sure if parking hours for those spots could be limited. Alan Huizenga wants Bill to call ACTR and have them ask their patrons to park on the front side of the park, before pursuing signing those spaces for two hour parking. Kris will let the Selectboard know in a month's time if the call to ACTR worked.

5. Case Street Redi-Mix, Dave Livingston and Chris Acker bid on replacing 440' and adding 265' of new sidewalk on Liberty Street. Case Street Redi-Mix was the low bidder at \$21,000. On the 94' of replacement sidewalk between Terasem and Peter & Katie Raycroft- Meyer' house, Case Street Redi-Mix was the low bidder at \$3,000. Sharon Compagna moved to accept the bids of Case Street Redi-Mix and authorize the Treasurer to encumber funds from the 2012/2013 sidewalk budget if necessary. Alan Huizenga seconded. So voted.

6. Kevin Harper of Bristol Works, LLC was here regarding his work in the public right of way application. He would like to propose changes to the curb cuts for the Bristol Works building on Pine Street. He has to build a leaching chamber for drainage, thus needing to work in the Town's right of way. Kevin wants to create a new entrance to one of the existing buildings and allow access to a drive thru pharmacy. Porter Hospital/Bristol Internal Medicine will be moving to Bristol Works. Kevin also hopes to be housing a medically directed physical therapy facility very soon. The design of the drive thru necessitates the need for Kevin to install a catch basin to handle water run-off. Dropping people off at the doctor's office requires a looped driveway thus creating a need for changes to his existing curb cut. Discussion of water run-off and a collection system for it, an observation that the third driveway access creates Pine Street as part of Bristol Works traffic flow, the shrubbery and landscaping needs to be changed to increase visibility, Bill would like a preconstruction meeting, the crosswalks if installed would be maintained by the Town, the roof drain water coming out off from the building there needs to be angled away from the road, adequate signage should be installed. Alan Huizenga is not sure if curbing should be installed. Alan Huizenga moved to approve the curb cuts as designed in three locations, subject to the following conditions: the redesign of drainage so water does not enter Pine Street, plantings being low so visibility is not impaired, adequate signage, and the crosswalks installed per the same specifications used on West Pleasant Street, with the crosswalks being maintained by the Town and a preconstruction meeting to be held with the site contractor. Carol Wells seconded. So voted.

7. The Selectboard signed an accounts payable warrant of \$64,056.84.

8. Sharon Compagna moved to approve the minutes of May 7, 2012. Carol Wells seconded. So voted.

9. Therese Kirby explained the Bristol Fire Department was receiving donations in memory of Ralph Meader and would like to know if the Selectboard wanted the money deposited into the Fire Department capital fund or a check cut to NH Munsill. The Selectboard instructed the Treasurer to deposit the money in the Fire Department's capital fund. She thanked the Selectboard for authorizing the Town's participation in VLCT's Internal Controls Pilot Program. Therese, Sharon and Bill attended their first meeting on May 8. At the meeting, the instructor stated Selectboard members may want to come early to each meeting to review the invoices. Therese also stated per the auditors request, policy manuals were issued last week to all employees. There was also an invoice this week to purchase two new computers and per the Selectboard's prior approval, money will be taken from the Martha Parker fund to pay for them. Sullivan & Powers will be at the Town office on June 11, 2012 to start work on the 2011/2012 audit. Sharon Compagna moved to authorize the Treasurer to deposit the \$500 donation from the Vermont Community Foundation and cut a check for the same to the Fourth of July Committee. Carol Wells seconded. So voted. The Agency of Natural Resources is now advertising the "Vermont Outdoor Wood-Fired Boiler Change-Out Program". Residents may be eligible if they own an uncertified outdoor wood-fired boiler (OWB) located within 200 feet of a residence, school, or health care facility that is not served by the OWB. Information regarding the program is on the Town's website.

10. Selectboard Roundtable: Carol Wells wanted to know when the Road Crew was going to start painting crosswalks. Bill Bryant reported they were painting crosswalks today. Sharon Compagna thanked Therese Kirby and Jen Stetson for putting out the policy manuals. She also wanted to remind Department Heads they need to submit job descriptions to Bill. Joel Bouvier moved to authorize Bill Bryant to send a letter to the school boards instructing them not to use Pine Street to Liberty Street for their school bus route for safety concerns. Alan Huizenga seconded. So voted. Alan Huizenga asked about bank stabilization on adjacent to the Town septic field. Bill reported the property owners are looking at solutions.

11. Town Administrator's Report:

- Aqua Vitea has raised their equity capital so the loan previously approved by the Selectboard will be moving forward,
- Peter Bouvier, due to sand, salt and over time savings, would like to spend \$17,500 out of his general fund budget to build a lean-to off from the salt shed to store his excavator. He would contract the labor and purchase his own materials and would like a waiver of the formal bid process. He will ask four local contractors to bid on the labor and bring back a recommendation on the 18th of June to the Selectboard. Joel Bouvier will ask Cross Engineering if Labor & Industry must be notified. Alan Huizenga moved to waive the formal bid process. Carol Wells seconded. So voted.

- Liz Hermann will be invited in for an interview as she would like to be appointed to the Design Review Commission,
- The State of Vermont, per the Harmon-Mack's request, would like to close the route 116/17 park n' ride. The concern is whether the dry hydrant has a formal easement, so Joel Bouvier will look for any documentation signed by the landowner,
- VLCT \$5,000 equipment grant for mobile traffic control lights was approved,
- John Burbank gave the Selectboard information regarding "Gardner Lane",
- Kristen Underwood in continuing to have concerns from the Tasetano's regarding water levels on the New Haven River.

13. Discussion of possible changes to the draft town plan in light of public comments from the May 14, 2012 hearing. Carol Wells moved to add "commercial extraction will be prohibited in the Village Planning Area" under the policies section on page 56 item 13.I of the draft town plan. There was no second made to the motion. Alan Huizenga abstained from the discussion as he was not present for the May 14 meeting. Peeker Heffernan said they would table the issue until the June 4, 2012 meeting when it would be placed on the agenda.

14. Sharon Compagna moved to go into executive session regarding one personnel matter involving the appointment, employment, or evaluation of public officers or employees and three legal matters/real estate negotiations involving the Town where premature general public knowledge of the subject matter would clearly place the Town at a substantial disadvantage. Joel Bouvier seconded. Chico Martin will join the Selectboard for one issue. The Selectboard met in executive session from 9:50 pm to 10:45 pm. Motion was made by Alan Huizenga, seconded by Sharon Compagna and unanimously voted that pending receipt of official documentation from the Court, that Katie Raycroft-Meyer is or has been represented by Andrew Jackson in the Lathrop zoning appeals, then she is removed as a member of the Planning Commission effective immediately. The meeting adjourned at 10:50 p.m.

Respectfully Submitted,
 Therese Kirby
 Clerk