

Bristol Selectboard Meeting

June 18, 2012

Selectboard Attendance: Chairman John “Peeker” Heffernan, Joel Bouvier, Alan Huizenga and Sharon Compagna. Town Administrator Bill Bryant and Town Clerk Therese Kirby. Filmed for NEAT TV by Roy Mercon. Also attended by: Liz Hermann, Jim Quaglino, John Moyers, Slim Pickens, Jim Lathrop, Sue Kavanagh, Andrew Jackson, John Elder, Kris Perlee, and Kristen Underwood.

1. Peeker Heffernan called the meeting to order at 7:00 pm. Liz Hermann was here regarding her interest in serving on the Design Review Commission. She will replace Christine Whitcomb, whom the Selectboard thanks for her service. Alan Huizenga moved to appoint Liz Hermann for a term of two years to the Design Review Commission. Sharon Compagna seconded. Sharon asked Liz if she had any pending litigation against the Town. She said no. So voted.
2. Discussion of the construction/labor bids for a 20' x 60' addition to the new salt shed for storing equipment. The Town received labor bids of \$5,200 from Bob Hines and \$7,800 from Straight-Up Construction. Alan Huizenga moved to award the contract for labor to Bob Hines for \$5,200. Joel Bouvier seconded. So voted. Joel Bouvier has three requests for bids out for construction supplies to RK Miles, Goodro Lumber, and Martins Hardware; he has received two and waiting for one. There is also a pending zoning permit as the salt shed is in the high density residential area. Sharon Compagna moved to authorize Bill Bryant, Peter Bouvier and Joel Bouvier to approve the purchase of building materials and assign the contract for a total project material cost of up to \$18,000. Alan Huizenga seconded. So voted. Bill Bryant said the Town will be receiving an invoice for \$2,500 from Cross Engineering, for assisting with the design and labor & industry permits.
3. Discussion of proposed policy update and application form for driveway access permits (curb cuts). Bill Bryant updated the Selectboard on his proposed changes to the policy and the application. Authority to regulate access to Town highways is derived from State Statute 19 VSA § 1111 and Bristol policy has previously appeared in the local zoning regulations. Alan would like the policy to note it follows the latest state statutes, and then if they change the policy does not have to be rewritten. Joel would like the policy to note the required minimum width of a driveway for two or more homes to allow for emergency vehicle access. Peeker feels the zoning bylaws already cover that. More discussion of emergency vehicle access. Bill will bring back the policy updated with tonight's changes on July 2, 2012 for Selectboard approval at that time.
4. Discussion of the proposed lease of land on the Lincoln waterworks property for Don Gale to build a sugarhouse. There is 112 acres at the Lincoln waterworks and this property is now enrolled in current use thanks to the efforts of the Conservation Commission. At a previous meeting the Selectboard appointed a subcommittee of Bill Bryant, Peter Ryan, Dave Henderson and Joel Bouvier. They met with Don Gale on the waterworks property last week. He would like a 15 year lease for a 20' x 30' sugarhouse and a detached lean to, to cover his sap tank. Don would need to run power to the sugarhouse and is willing to pay a monthly lease payment. Jim Lathrop explained to the Selectboard there can be a penalty regarding current use when you pull out acreage to build a structure. He suggested Bill speak to the Addison County Forrester. Joel Bouvier would like Don to pay the property taxes on the sugarhouse. The Selectboard is in favor of moving forward with the idea once Bill gathers more information.
5. The Selectboard signed the accounts payable warrant for \$77,077.38. Therese Kirby said the auditors from Sullivan & Powers had been here on June 11 and were scheduled to return on November 12, 2012 for three days. Rick Brigham, lead auditor, did say the Selectboard now needed to write a policy regarding bartering due to a recent barter agreement they made.
6. Selectboard Roundtable: Sharon Compagna is glad to see job descriptions have been turned in to Bill from the Police Department. She would like all Department Heads to get those drafts to Bill or see him for more information. She also thought Pocock Rocks was done nicely and wanted to thank everyone involved in organizing it. Joel Bouvier would like a schedule from Simon Operational Systems (SOS) on their plan for summer work (i.e.: replacing shut-offs and fire hydrants). Alan Huizenga explained the control system for the reservoir is what we recently have been having an issue with at the pump house. The control system is 15 years old and is

sending a false signal to the pumps, so the pumps think there is more water in the reservoir than there is, hence they are not turning on. John Champlin of Champlin Associates recommended eliminating the current dialer style alarm for an internet alarm, the Mission 800 system. The cost for the system is \$2,000 with an additional \$600 for installation and an annual subscription cost of \$500. This system allows real time data on when the pumps are running, what the water level in the reservoir is and at what rate the water is flowing. This system will be installed now, but in the future the existing system will also need to be replaced. The Mission 800 will remove the cost of the phone bill, saving the Water Department approximately \$1,000 per year. Alan Huizenga moved to authorize the purchase of the Mission 800 system at a cost to the Water Department Capital Fund of \$3,100. Sharon Compagna seconded. So voted. Therese Kirby asked the Selectboard if they were thinking about issuing a request for proposal to assist with locating water leaks. Peeker Heffernan wondered about scheduling Vermont Rural Water to come check specific areas at a visit. Alan said Lance Perlee was working with Mark Simon at SOS to quadrant off areas and use listening equipment to see if they can locate any leaks.

7. Town Administrator's Report: Road Foreman Peter Bouvier will be having Pike install a 1 ½" overlay on Mountain View Street instead of High Street this year, as High Street should have its waterline replaced next year before it is repaved. Bill Bryant updated the Selectboard on the following issues: removing sugar lines on Lover's Lane, the application to the Town Highway Bridge and Culvert Grant Program for the Hewitt Road Bridge was approved and the Town was awarded \$40,000, Bristol Downtown Community Partnership installed their own flower baskets and they look nice, the Energy Committee is moving forward with their recommendation for PACE and Therese and Bill will be meeting with Bob Donnis on Thursday to discuss the details, Don Sargent rented sidewalk forms from the Road Department for \$400 with a \$100 refundable deposit, and there was a piece on WCAX today regarding the HUB.

8. Town Plan Review Work Session. The Selectboard did a little more work on the draft town plan in response to public hearing comments. Bill Bryant is tracking all changes to be presented to the Selectboard in a memo format for the Selectboard to vote on, at a future meeting. The Selectboard set a "Special Meeting" for Monday, June 25, 2012 at 7:30 pm to only discuss the Town Plan.

9. Sharon Compagna moved to go into executive session regarding personnel matters involving the appointment, employment, or evaluation of public officers or employees (this session involves the annual evaluation of employees), two legal matters and one 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. So voted. The Selectboard met in executive session from 8:52 pm to 12:10 pm. Kristen Underwood joined the Selectboard for one discussion item. Executive session adjourned at 12:10 pm and the following motions were made:

Sharon Compagna moved to promote Officer Randy Crowe to the rank of Sergeant in the Bristol Police Department, effective the first payroll of July 2012 and authorizes the Town Administrator to write a letter informing him of the promotion and other details. Alan Huizenga seconded. So voted.

Alan Huizenga moved to approve hiring Brianna White for the summer AmeriCorps position at the HUB Teen Center as recommended by the Recreation Department staff, the position having been previously approved by the Selectboard. Sharon Compagna seconded. So voted.

Alan Huizenga moved to approve the discussed payroll adjustments starting with the pay period ending July 6, 2012. (See attached memo to minutes) Joel Bouvier seconded. So voted.

Respectfully Submitted,
Therese Kirby
Clerk