

Bristol Selectboard Meeting

October 8, 2012

Selectboard Attendance: Chair John "Peeker" Heffernan, Joel Bouvier, Alan Huizenga and Sharon Compagna. Town Administrator Bill Bryant and Town Clerk Therese Kirby. Filmed for NEAT TV by Mary Arbuckle. Also attended by: Jim Quaglino, Ginnie Bukowski, John Burbank, John Kromer, Randy Crowe and Kevin Gibbs.

1. Peeker Heffernan called the meeting to order at 7:00 pm. Jim Quaglino and John Kromer of the Bristol Police Advisory Committee were here to discuss a survey regarding town-wide policing they would like to hand out at the November general election. They are looking to see if police district and non-district residents are interested in expanding the police district from one square mile to the entire Town. Bill Bryant said he liked the wording of the questions and felt the results could be sorted easily. The Selectboard liked the questionnaire and looked forward to hearing the results and thanked them for their time.

2. John Burbank and Ginnie Bukowski were here regarding winter maintenance and the legal status of the portion of East Street that runs in front of their homes. Bill Bryant reminded the Selectboard of the site visit made by Alan Huizenga, Road Foreman Peter Bouvier and himself a few weeks ago. Alan felt the purpose of the visit was for the group to find a safe way for the Road Crew to turn around when plowing the lane. Alan said after looking at it they found a decent way for the road crew to come out safely and felt it would require an easement or right of way. John Burbank said his truck and car were always in the barn and not in the driveway so he did not think it was a problem for the snow plow to back into his driveway. Alan wanted to know if there was any written right of way in the land records. Bill Bryant wanted to know if John Burbank had any objection to granting an easement of 40' into his driveway. John said he did not have a problem with that. Sharon Compagna wanted to know how Ginnie felt about having snow dumped on her front lawn. Ginnie had no issue with the way Peter Bouvier explained the snow plowing would happen on her property. Alan said it would have required fill on her front lawn and a removal of a tree if they had turned around at her home, but since they decided on John's property that is no longer an issue. Bill located an old map with the assistance of Ken Weston showing the past layout of the road that shows an old access or slip lane, making him believe part of this lane is a portion of the East Street right-of-way, but only along the frontage of the Wisell property and ending at the Burbank property. Alan feels the Town has the legal responsibility to plow to John's property line and thinks the issues need to be straightened out via easements. Bill said the Selectboard could accept an easement for plowing only or fully accept the maintenance of the road, and the choice would be up to the Selectboard. Discussion of pushing the snow onto Ginnie's property. Peeker Heffernan wanted to know what maintenance had been done to the lane in the past. John said the road has been paved twice to Ginnie's property line. Peeker feels if the Town is granted easements to turn around safely he would be fine with continuing to plow it. However, he does not feel inclined to pay to keep up a private drive; he also does not feel it is the Town's responsibility to pay the attorneys fees to have the easements drafted. John feels the Town should pay to have the easements done.

Bill said first the Town, John and Ginnie would need to agree on the measurements/lay out of the easements. John suggested the Town continue plowing for a year, using his driveway as the turn around to see how it works for the Road Crew, before formalizing the agreement. Joel suggested an informal agreement for the first winter. Bill said if the minutes reflect an agreement between the Selectboard and Ginnie and John, and if all goes well, the parties could move forward with the easements in the spring to formalize the arrangement. Ginnie agrees to allow the Town to dump snow where they have done so in the past and John said the Town has permission to turn around in his driveway. Joel Bouvier moved to instruct the Road Crew to turn around in John's Driveway on East Street for the 2012/2013 winter season and to continue winter maintenance. Alan Huizenga seconded. So voted. Bill Bryant said when the snow melts this issue will go back on another agenda and a discussion will happen between the parties of how this arrangement worked over the winter and whether to continue through the legal process for easements. The Selectboard thanked John and Ginnie for their time.

3. Discussion of repairs to the Bristol Coach House. Joel Bouvier has started to acquire cost estimates for the door, windows, building materials and labor to repair the Coach House and he presented them to the Selectboard tonight. He is waiting for more bids to come in. Joel is suggesting buying the materials directly then hiring out the labor separately. Bill Bryant discussed the formal bid process and purchasing policy with the Selectboard. This project including labor and materials would run under \$20,000. Alan Huizenga would like at least three labor prices for building and painting and two to three quotes on materials. Therese Kirby spoke about the Coach House possibly needing to go before the Design Review Committee as it is in the Downtown Designation Area. Bill said it does and he and Joel will prepare the application.

4. Consideration of the amendment to the finance and maintenance agreement with VTrans for replacement of South Street Bridge. This amendment notes the reduction of the Town's share of the cost from a 10% to a 5 % match, except for the nonparticipating costs outlined by VTrans. Sharon Compagna moved to sign the agreement. Alan Huizenga seconded. Joel Bouvier wanted to know if this is an ongoing maintenance agreement for future repairs. Bill Bryant said no, VTrans is building us the bridge and maintenance of it becomes the Town's sole responsibility. So voted.

5. Discussion of the grant application request from the Bristol Police Department for radio equipment, with no matching funds required. Sharon Compagna moved to approve the grant application for \$6,000 to the Department of Public Safety for replacing a UHF radio, obtaining a VHF base radio and updating the full time officer portable radios and one cruiser radio. Joel Bouvier seconded. This would make them narrow band compliant. So voted.

6. The Selectboard signed an accounts payable warrant of \$143,323.91.

7. Sharon Compagna moved to approve the minutes of September 24, 2012 as written. Joel Bouvier seconded. So voted with Alan Huizenga abstaining as he was not present for the meeting.

8. Therese Kirby reminded residents that the Town Clerk's office has the November 6th, 2012 Presidential Election ballots and if they would like to vote early they can come to the office or call and request an absentee ballot. She also spoke about a mailing residents have been receiving with absentee ballot request forms partially completed. She explained these were funded by two super-pacs and was not a mailing the Town had anything to do with. People also have until 5 pm on Wednesday, October 31, 2012 to register to vote at the November 6, 2012 election.

9. Selectboard Roundtable: Joel Bouvier was asked by Adam LaPerle, owner of Bristol Beverage, if a sign could be placed on the corner of Mountain Street and Prince Lane. There was a sign previously placed there, but it was removed by the Mountain Street property owner. Pecker Heffernan feels the sign should be put back up as the Town has the authority to place signs in the Town's right-of-way. Joel Bouvier moved to place a sign in the Town's right of way on the corner of Mountain Street and Prince Lane. Alan Huizenga seconded. So voted.

10. Town Administrator's Report: Bill Bryant is happy to announce the draft Town Plan is now online and available at the Town Office. This draft includes the changes the Selectboard approved on September 10, 2012 after their last public hearing. This is the plan that will be voted on November 6, 2012 at the Presidential Election. Bill will meet with Green Mountain Engineering regarding the installation of the new water line on High Street. Joel asked about sending letters to homeowners on High Street informing them of the construction and notifying them if they need a new service they may be able to negotiate with the Town's contractor. Joel would like the Road Foreman to communicate to the Water Department and Bill what streets they will be paving in the village next year in case the water line needs upgrading. Bill noticed the Conservation Commission's upcoming agenda has David Brynn speaking to them regarding the gravel pits near the high school. Bill will reach out to the Chair of the Conservation Commission to discuss the role of their board in relation to the Selectboard regarding the Town's gravel pit. Bill is also meeting with the Superintendent of schools tomorrow to discuss the issue. Alan Huizenga feels there is poor information out on Front Porch Forum and stated there is not any gravel extraction happening that is undermining the school. Bill also updated the Selectboard on Energy Committee matters and Porter Hospital's Open House at Bristol Internal Medicine where Bob Stetson was honored for his work on the Board of Directors for Porter Hospital.

11. Sharon Compagna moved to go into executive session to discuss 4 personnel matters involving the appointment, employment, or evaluation of public officers or employees and 1 legal matter and 3 real estate negotiations involving the Town where premature general public knowledge of the subject matter would clearly place the Town at a substantial disadvantage. Alan Huizenga seconded. So voted. The Selectboard met in executive session from 8:29 pm to 10:30 pm. After executive session the Selectboard made the following motions:

Sharon Compagna moved to accept the recommendation of the Recreation and

Hub Teen Center Directors to hire Claire Littlefield as a new AmeriCorps staff person for the Hub. Alan Huizenga seconded. So voted.

Alan Huizenga moved to accept the recommendation of the Recreation and Hub Teen Center Directors to hire Matthew Kimball as a substitute staff person for the Hub at the rate of \$12.00 per hour, with all costs to come from grant funds. Sharon Compagna seconded. So voted.

Sharon Compagna moved to increase the weekly salary of Police Chief Kevin Gibbs to \$1,150.05 effective for the first payroll in October 2012. Alan Huizenga seconded. So voted.

Alan Huizenga moved to accept the recommendation of the Town Administrator to hire Eric Forand as an Assistant Zoning Administrator at the hourly rate of \$15.00 per hour. Sharon Compagna seconded. So voted.

The meeting adjourned at 10:40 pm.

Respectfully Submitted,
Therese Kirby