

Attendance: Selectboard Chair John "Peeker" Heffernan, Carol Wells, Sharon Compagna, Alan Huizenga and Joel Bouvier. Town Administrator Bill Bryant, Town Clerk Therese Kirby, reported for the Addison Independent by Xian Chiang-Waren and filmed for NEAT TV by Mary Arbuckle. Also attended by: Jim Quaglino, Diane Cushman, Naomi Drummond, Kris Perlee, Ken Weston, Greg Edwards, David Debaie, Josh Shultz, Mike Lacroix, Kevin Gibbs, Howie McCausland, Ken Johnson, Claire Tebbs and David Brynn.

1. Peeker Heffernan called the Selectboard meeting to order at 7:00 pm. Greg Edwards and David Debaie of Stantec were here along with Josh Shultz and Mike Lacroix of VTrans. They were here to discuss the Main Street and North Street intersection improvement project and to update the Selectboard on the project and provide the public with background information and present alternative designs. Stantec is a local consultant that VTrans uses and they have taken over the project supervision and design alternatives. They are looking for public input, feedback and some local endorsement of one of the alternatives. They have met with Road Foreman Peter Bouvier, Police Chief Kevin Gibbs and Town Administrator Bill Bryant. This intersection is on a class one Town highway and is maintained solely by the Town Road Crew. Greg presented a map of the current intersection of Main and North Streets and discussed the current situation: traffic flows, the 30+ year old traffic light, the length of the crosswalks and traffic patterns. The project needs intersection safety (lane delineation, signal for pedestrian crossing) and signal facilities (the current one has reached its useful life). Greg presented Alternative A and B. Alternative A is no bulb outs but widens the sidewalk in front of Holley Hall and pushes parking out and discourages bypassing traffic, this would become one parking space instead of two. From North Street to West Street they created a larger truck turning radius and designated a right turn lane. It also removes three parking spaces to increase pedestrian safety. There would be mast arms installed with signal heads on them to replace the current situation of one traffic light. Both designs include creating A.D.A. ramps from the curb to the crosswalk. Alternative B is designed with bulb outs, created by extending the curbs. This would shorten the length of the crosswalks and shorten the mast arms, but makes snow plowing more difficult. Like Alternative A, there would be a pedestrian button to push that would create a crossing phase for pedestrians. Lighting would also be increased in both alternatives with decorative lighting being added to the mast arms. This design would remove four parking spaces. Alternative A has a projected cost of \$750,000 and Alternative B has a projected cost of \$775,000. Greg feels Alternative B increases pedestrian safety more than Alternative A. Carol Wells noticed this alternative did not consider a left turn on Main Street. Greg said they did not see a need as the traffic was already handling it and there is not enough room to do it correctly and safely. Kris Perlee wanted to know if you could adjust the center line on Main Street. Greg said it creates a problem with people backing out of a parking space and crossing the centerline. Ken Weston asked if there would be a pedestrian phase without someone pushing the button and Greg said no, pedestrians must push the signal button. Bill Bryant explained the pedestrian crossing light could be programmed in more than one way so different options could be tried. David Debaie wanted people to take into consideration there are more accommodations than just the traffic light built into the project to assist pedestrians to eliminate confusion, for example signage. Naomi Drummond wanted to know how many mast heads would be installed. Greg said four for Alternative B and three for Alternative A, but the mast arms would be longer. Alan Huizenga wanted to know if the stop bars are moved back in Alternative B and Greg said yes they also moved the crosswalk bars back. Joel Bouvier wanted to know if the bulb out in front of Green Mountain Shoe and Apparel would have considerations to accommodate drainage. Greg said they

could include drainage inlets. Bill Bryant introduced Claire Tebbs of the Regional Planning Commission who is assisting Bristol with the park enhancement grant. Kris Perlee wanted to know where the funding for this project is coming from. Josh Shultz said this project is 100% funded by federal dollars. Kris does not like the idea of adding the mast arms and creating too much signaling and ending up with the mess that Hinesburg has. Josh Shultz noted the traffic volumes between Bristol and Hinesburg are not comparable. David Debaie said pedestrian safety will increase as well as the level of reliability due to the newness of the equipment. Josh Shultz said the new mast arms are cleaner and more esthetically pleasing. Carol Wells wanted to know if the Selectboard could choose the finish of the mast arms and Josh said they could choose between two or three colors. Claire Tebbs wanted to know if by including the right turn lane off from North Street it is forcing the design to take more out of the park. Greg said no, they would still take the same amount off from the park for large truck turning. She also wanted to know if instead of the right turn lane if there could be parallel parking along the green. Greg said you don't need a right turn lane and yes you could put in parking there, but it needs to be a sufficient distance from the crosswalk thus creating a place for people to bypass and creating a right turn lane anyway. Bill Bryant wanted to know where the Town goes from here. Josh said Stantec will be at a stand still until the Selectboard decides to go with Alternative A or B. They think giving them a month would be fair and sooner would be better. Bill said they would put it on their December 17 agenda and get them a decision.

2. Howie McCausland and Ken Johnson of the Conservation Commission and David Brynn were here to have a discussion regarding gravel pit reclamation issues along the perimeter of MAUHS. David wanted to start by thanking the Selectboard for their fiscal responsibility, the job they do and the Road Department for the great works they do. David has four points or recommendations regarding Bristol's four acre pit. He feels that Bristol has done the best job in their excavating of all of the pits surrounding MAUHS. 1. Conduct and environmental assessment of the existing slope, topography, erosion extent and type, and condition of the buffers with neighboring properties. 2. Develop a plan for the stabilization, re-vegetation and eventual reclamation of the four acre area. 3. Determine how much gravel could be extracted from the pit while complying with approved gravel pit operation and reclamation practices. 4. Refrain from extraction of any additional gravel from the pit until a reclamation plan has been approved and adopted. He also said the USDA Natural Resources Conservation Service has indicated they would be available to provide technical assistance with the assessment and planning of the four acre gravel extraction area as a critical area restoration project if the Town is interested. They might also provide significant financial assistance. He would like Bristol to take the lead with the Town's four acre pit and show people the right way to do this. Ken Johnson wanted to know if they could get all the parties together to have a discussion since Bristol owns the smallest piece of the gravel pit. Howie feels that everyone should be thinking of a plan for when the pit is exhausted including where they are going to get their materials. The Town of Bristol is not excavating near the slope and feels they have 10 years left. Howie would like a good geological assessment of the property. Ken said the Conservation Commission would do whatever they can to help with the project. Pecker Heffernan said he feels the Selectboard is open to this project but worries about the other owners. Sharon Compagna feels they need to start the conversation as they have talked about it on annual road trips. Bill feels the biggest issue is figuring out the cost and design piece so he was happy to hear that the Natural Resources Conservation Service might be able to provide technical assistance. Carol Wells asked about the cost of those services and David said it is free. She would like to see the Town contact NRCS. She also asked about the timeline on technical assistance and David thought they would be able to do it pretty rapidly. Sharon Compagna is also in agreement with having the assessment done. Alan Huizenga would like to

see the Conservation Commission take the lead on this as the Selectboard has a lot on their plate right now. The Selectboard thanked David, Ken and Howie for their time.

3. Public Forum: Ken Weston said three or four years ago the Bristol Band voluntarily dropped their appropriation request, but would like to increase their appropriation this year back to the original amount without a petition. The Selectboard said they do not need to petition and thanked Ken for his time.
4. Discussion of the proposal from Patrolman Josh Otey where the Bristol Police Department (BPD) may qualify to receive a \$1,000 gift card each year from Wal-Mart. Josh would like to purchase a new computer and a c.d. burner with the money. Alan Huizenga moved to authorize the BPD to apply for a grant/gift card for \$1,000 to purchase a computer and digital recording device and other items from Wal-Mart. Carol Wells seconded. Therese Kirby asked that if the BPD qualifies for this every year that the Selectboard require them to come back and request it from the Selectboard every year and this not be a blanket approval. Pecker Heffernan said they would be required to come back every year. So voted.
5. Sharon Compagna moved to reappoint Dave Henderson as the Town Health Officer for 2013. Alan Huizenga seconded. So voted. The Selectboard thanked Dave for continuing to serve Bristol in this role.
6. Discussion of a contract change order request with Trudell Engineering for the Prince Lane Project. Bill Bryant presented the change order tonight and feels the Selectboard should authorize and pay this change order. He said Trudell has done a lot of extra work not included in their original bid, in large part due to the changes VTrans has made to the plans. Sharon Compagna moved to pay Trudell Engineering \$5,000 in addition to their contract for the additional services performed. Joel Bouvier seconded. So voted.
7. Discussion of FY 2013 – 2014 budget planning schedule.
8. Discussion regarding Bristol Police Department's non-reimbursable START (Stop Teen Alcohol Risk Team) grant expenses. The BPD has run the START program for Addison County for a number of years. The last grant ended June 2011 and there was approximately \$2,800 in unrequisitioned expenses from that year. From July 2011 through July 2012 there were additional expenses incurred when according to the Vermont Department of Health, there was no grant agreement in place. Currently there is \$9800 in non-reimbursable expense. Treasurer Therese Kirby and Sergeant Randy Crowe completed outstanding grant paperwork and received notification from the Department of Health that the BPD would not receive reimbursement. Chief Kevin Gibbs is working with START to see if they will reconsider their decision. Alan Huizenga feels the timing is difficult as they don't know if the Department of Health will reconsider. Carol Wells said procedures were not followed and that creates problems for the future. Alan Huizenga moved that the Selectboard convene a disciplinary hearing concerning Police Chief Kevin Gibbs in regard to administration of START grant funds, in accordance with procedures outlined in 24 V.S.A. §1932, to be held in executive session at the regular Selectboard meeting of Monday December 17th. Joel Bouvier seconded. So voted.
9. Sharon Compagna moved to approve the minutes of November 19, 2012 and November 28, 2012 as written. Carol Wells seconded. So voted.

10. Therese Kirby reminded the Selectboard a tax sale would be held on Tuesday, December 4, 2012 at 9:00 am and there were no properties the Town needed to bid on.

11. Roundtable: Joel Bouvier said he would like the crosswalk from Howden Hall to St. Ambrose be better marked and wondered if it was possible for one of the yellow signs to be placed. Bill Bryant feels due to the parking spots in front of Howden Hall the sign placement is difficult. Joel wondered about reflective paint like was used on the fire hydrants. Carol Wells said VTrans is going to redesign that crosswalk as it was the one included in the grant she wrote. Bill will look into additional lighting. Joel also wanted to know about installing the waterline on High Street. Bill said it is going to take a lot of in house work to draft the RFP and is hoping to have it ready by spring. Joel rode with Eric Cota and Peter Bouvier while they were plowing and he is not sure the East Street turnaround at John Burbank's driveway is going to work. Sharon Compagna encouraged people to be very cautious crossing the road even on crosswalks as cars are not stopping for people. She would like to see the BPD out before school starts and when it ends for some targeted enforcement. Discussion of placing a crosswalk from Devino Lane to North Street. Carol Wells has had people approach her about putting a speed bump near the National Bank of Middlebury to slow people down. She said the Cool Yule calendar is out including the Chocolate Walk this Friday, December 7. She also announced that she will not be running for reelection. She has served two three year terms and has enjoyed it immensely. Joel urged people to call or email Jen Stetson with the pole numbers of street lights that are out. We are paying for them whether or not they are working.

12. Town Administrator's Report: Bill Bryant reported on the following topics: closing on the Aqua Vitea loan tomorrow, Jim Lockridge would like to renew his PREP grant and Bill is waiting for more information to present the Selectboard next meeting on that, monthly reports from SOS have been received and he wrote a letter of support for Addison Country Regional Planning for possible Brownfield's money for Addison County. Sharon Compagna moved to authorize Bill Bryant to order \$25 in Bristol Bucks for employees as a holiday bonus. Carol Wells seconded. So voted.

13. Alan Huizenga moved to go into executive session to discuss 2 legal/contractual issues and 4 real estate negotiations involving the Town where premature general public knowledge of the subject matter would clearly place the Town at a substantial disadvantage. Sharon Compagna seconded. So voted. The Selectboard met in executive session from 9:47 pm to 9:55 pm. The meeting adjourned at 10:40 pm and no motions were made.

Respectfully Submitted,
Therese Kirby, Clerk