

Bristol Selectboard Meeting

January 14, 2013

Attendance: Selectboard members Sharon Compagna, Chairman Pecker Heffernan, Carol Wells, Joel Bouvier and Alan Huizenga; Town Administrator Bill Bryant, Mary Arbuckle (NEAT TV), Jim Quaglino, Darla Senecal, Eric Carter, Betty Farr, Troy Paradee, Kris Perlee, Randy Crowe and Kevin Gibbs.

The meeting was called to order at 7:03 p.m.

1. Members of the Bristol Recreation Club were present to discuss their appropriation request for the FY2013-2014 budget and related matters. President Troy Paradee and Vice President Eric Carter joined the Board and explained that they are requesting \$13,000 from voters/taxpayers for the next fiscal year, which is down from \$17,000 in the current year. The Club is continuing to lower the taxpayer subsidy of its operations by further implementing fees for service. The Town will need to pick up the expense for mowing the Town's riding ring, and several recreation programs such as youth football, tennis lessons and Big Truck Day will be subject to fees for use of the field. It is believed that there will still be a net savings for Bristol taxpayers as a result of this change. Troy reviewed the Club's written report which will be included in the Town Report, to outline maintenance at the recreation field and facilities during the past year, and also some of the many activities there. He thanked a list of volunteers and businesses that have helped get work done on the Club property. There was discussion about several areas where Town/Club efforts are still intertwined, such as Town ownership of the land under the ice rink area and the Town's providing of liability insurance to the Club through VLCT PACIF for which the Club reimburses the Town. Eric indicated that the Club's ability to obtain insurance for itself could be hampered by the presence of the skateboard park. That issue will need to be addressed when the Hub lease is completed and Bill Bryant noted that the delay is currently his fault as he hasn't had time to finish review of the draft document to get back to the Club. The Selectboard and Club were agreeable to further researching the ice rink ownership question to try and clear up liability and other issues so that this situation might be simplified in the future. The Selectboard indicated its intention to include the budget request on the Warning as proposed.
2. FY2013-2014 Recreation Budget – Recreation Department Director Darla Senecal was present to review the proposed budget. Before starting on budget matters, there was discussion about a proposal to bring the men's basketball league that plays at Mt. Abe under the Department's umbrella. The primary driver of this change is the need of the league to provide a certificate of insurance for use of the high school facilities. The Department will charge a fee for providing program coordination and this will be set to assure that the Department at breaks even on the program. There was consensus of the Selectboard to see this program implemented as proposed.

There was discussion about the proposed budget which is up about \$12,500. Areas of increase include the addition of recreation field rental as noted in item #1 above, transfer of two hours of the recreation assistant/assistant treasurer's hours from the Town Clerk's budget to the Recreation budget, budgeting for four additional hours of the Hub assistant's hours from the recreation budget rather than from grants, anticipated increase in liability insurance expense and health insurance. There was discussion about support received from the four towns surrounding Bristol and whether this support adequately covers costs of program administration as provided to residents of those communities by Bristol. The new computer tracking software

will help in review of this issue in terms of levels of participation by non-Bristol residents and help determine whether any additional registration fees should be charged. No change was proposed to be made in this regard at the present time. A number of line items were specifically discussed and the Board approved the budget as proposed.

3. FY2013-2014 Police District Budget – Police Chief Kevin Gibbs was present to review the proposed budget which is up about \$19,500. The budget reflects a proposal to lease new facility space for the Department at Bristol Works for which facility rent and utilities line item would be increased from \$13,000 to \$30,000. Some other areas of increase include gasoline for cruisers, salaries and vehicle maintenance. These increases are partially offset by decreases in part-time labor and health insurance budget (fewer employees and family members to be insured). It was noted the budget includes plans to begin partially reimbursing officers for personal cell phone use for work related matters at a rate of \$10/month, which is comparable to the expense previously incurred for pagers. There was discussion about part-time labor. Bill Bryant noted that he and Kevin totaled up the number of leave shifts (vacation, sick time and holidays) that need to be covered and this comes in at an average of 14 hours per week and included 6 hours of coverage to free up the Chief for administrative duties during his hours, for a total of 20 hours average of part-time labor per week. There was discussion about vehicle expense and the Chief said that they will develop a recommendation on whether to trade vehicles after six years rather than the current eight year cycle depending upon whether that would be more economical given the way repair expenses seem to mount up during the last year or two of service under the present system. No change in vehicle reserve fund annual appropriation is proposed at this time. There was discussion about other aspects of the budget. The Board approved the budget as proposed.
4. Public Forum – Jim Quaglino expressed concern about the closure of a turn off on the Upper Notch Road. This change was made in an effort by the Town to decrease illegal dumping at that location. Jim reported that resident's miss the turn off which could be helpful during slippery conditions and asked that it be restored to use. He encouraged that police enforcement be utilized to stop the dumping, and noted that the Department had issued citations for illegal dumping recently. The Board agreed to consult with the Road Foreman and if he is okay with restoring the pull-off, then the crew could remove the ditch when the weather and schedule allows.
5. FY2013-2014 General Fund Budget – The Board continued work on the general fund budget from where it left off last week. Bill Bryant reported that there are only a few groups left to hear from and that he had plugged in numbers subject to change for these items in order to get an estimate of total budget and tax impact. The result of this exercise is that it looks like the budget increase this year may be about 1.5%. The Library Trustees and Fire Department will present their budgets next week. County tax and several funded agencies remain to be heard from as well. Town reserve funds were reviewed. There was some discussion about fund and cash balances.
6. Motion was made by Sharon Compagna, seconded by Carol Wells and carried to approve the minutes of January 7, 2013.

7. Roundtable:

Joel Bouvier reminded citizens and staff of the need to keep after Green Mountain Power regarding repair/replacement of street lights. Bill Bryant noted that staff has been following up on repair orders with GMP, but that it is vital that persons report lights that are out to the office and then follow up a month or so later if the repair has not been completed so staff can follow up with GMP. Joel also reported that he had met Lance Perlee who had to shut off the water line across South Street Bridge due to a leak this past Sunday.

Alan Huizenga reported that an informational pamphlet regarding the fire facility project has been completed and will be mailed to property owners in early February.

Sharon Compagna updated the Board on her efforts to work with the Addison County Community Trust regarding senior housing efforts in Bristol.

Bill Bryant noted the special Selectboard meeting for this Thursday January 17th at 7 p.m. to review the fire facility project for the Board and public. He reported that attorney Joseph McLean has entered an appearance on behalf of the Town for appeals of two zoning permits involving Dave and Sue Folino's maple syrup business. He reported on a meeting between Addison County Dental Center, Mountain Health, Bristol Works and Vermont Community Development staff concerning the Town's grant application for assistance to purchase dental equipment. There was discussion about a draft letter from Bristol Conservation Commission Chair Ken Johnson to Natural Resources Conservation Service to seek assistance in reviewing gravel pit closure issues including Bristol's pit on the perimeter of Mt Abe property. The Board supports Ken's sending of this letter. No appeal has been filed in the Lylis v. Bristol small claims court matter and so this litigation is completed with judgment in favor of the Town. A letter from New Haven resident John Madden concerning a natural gas pipeline in Addison County was received by the Selectboard.

8. Executive Session – Motion was made by Sharon Compagna, seconded by Carol Wells and carried to meet in executive session to discuss personnel matters involving the appointment, employment, or evaluation of public officers or employees and real estate matters involving the Town where premature general public knowledge of the subject matter would clearly place the Town at a substantial disadvantage. Bill Bryant reported there are two real estate matters, one contractual negotiation and one personnel matter. The Board met in executive session from 9:10 to 9:55 p.m. There were no actions taking following the executive session.

The meeting was adjourned at 9:55 p.m.

Respectfully Submitted,
Bill Bryant, Town Administrator