

Selectboard Members Present: Chair John "Peeker" Heffernan, Brian Fox and Joel Bouvier. Also attended by: Town Administrator Bill Bryant, Town Clerk Therese Kirby, filmed for NEAT TV by Mary Arbuckle, Jim and Claire Lathrop, Gerald Heffernan, George Smith, Ed Hanson, Randy Crowe, Jim Quaglino, Lance and Kelly Laliberte, Kevin Gibbs, Reg Dearborn, Fred Schroeder, Bill Sayre, Ron LaRose, Nathan Bouvier, Dan Gebo, Eve and Ken Thompson.

1. Jim and Claire Lathrop were here to discuss an erosion control project on Pumphouse Road. The project would take place after the South Street Bridge is replaced. Jim and Claire would like to partner with the Town. They will provide the material and the Town would provide the machinery to reinforce (armor) the bank. Our machinery is not heavy enough to do the work, so we will contract the work out. Bill Bryant estimated the Town's costs would not exceed \$20,000. Brian Fox moved to approve a partnership between the Town and Jim and Claire Lathrop after getting specifications for the project from the Army Core of Engineers. Joel Bouvier seconded. So voted. The Selectboard thanked Jim and Claire Lathrop for their time.

2. Ed Hanson, project manager for the Howden Hall renovation project was here regarding contractor selection. Bill Bryant gave a brief history of the project. Peeker Heffernan would like piping for radon removal added to the project. There is the possibility of a grant from Community Development of approximately \$13,000 for partial funding of the lift. Ed Hanson said the framing material has increased 10% and sheetrock has increased 15% since these quotes were submitted. Joel Bouvier wanted to know why the upgrading of the electrical service was necessary. Ed explained the electrician said the current service could handle the building and its current uses, but if the building usage was changed, the service would need to be upgraded. Bill Bryant read the list of contractors for record: Matt Atkins, Kamco, Donny Sargent, Chris Griggs/East View Electrical, Champlain Valley Plumbing & Heating, Accessibility Systems, Inc, Warm, Jeff Cook, Countryside Carpet & Paint, Doug Corkins, and Ed Hanson. Brian Fox moved to go forward with the work at Howden Hall with the contractors Bill Bryant previously listed, with a project cost not to exceed \$115,000. Joel Bouvier seconded. So voted. Bill updated the Selectboard on the accessibility grant and the issues he is having with the grant application. The Selectboard thanked Ed for his time.

3. Fred Schroeder was here to discuss his concerns regarding speed on the Notch Road. He would like the speed lowered on the road. It is currently posted at 35 mph. He brought pictures of the current signage on the road that he took today. He also noted Upper Notch Road is posted at 30 mph. Brian Fox explained that in regards to policing, the Town needs to have a traffic study done in order to make it legal for police officers to issue traffic tickets. Joel Bouvier would like to see the speed cart set up on the Notch Road as it will give a read out of the speeds of passing cars. Chief Kevin Gibbs said he has driven the road and feels the posted speed limit of 35 is prudent for the road and no tickets were issued during some recent enforcement. Bill Bryant said the Selectboard can have Daryl Benoit from Regional Planning due a traffic engineering study on that road. They could also sign the road as a recommended speed of less than 35, without a change in the ordinance. Therese Kirby wanted to know if Kevin had walked the road or just driven it as she knows people walk that road on a regular basis and is concerned about

pedestrian safety. Brian said there are no snow banks in Fred's photos, so asked Kevin if he could put the speed cart out now. Kevin said he would take a look. Fred would like warnings about the speed and a notice of the blind curve put on the road. Joel Bouvier asked Bill to put the Notch Road on the agenda for the annual road trip. Bill will contact Regional Planning about the traffic study and Kevin will place the speed cart on the Notch Road. The Selectboard thanked Fred for his time.

4. Candidates for Town Officer Appointments: Kelly Laliberte was here regarding her desire to continue on the Revolving Loan Fund. This is Kelly's second term. Joel Bouvier asked her how many times they met last year and Kelly discussed the report in the Town Report regarding the balance of the Revolving Loan Fund. The Selectboard thanked Kelly for her time. Bill Bryant said he would like to ask the Planning Commission to formally nominate Eric Forand as Zoning Administrator, as is required statutorily, subject to appointment by the Selectboard. He would then like Bob Stetson to be appointed first Assistant Zoning Administrator and himself to be appointed as Second Assistant Zoning Administrator. The Selectboard agreed. Ron LaRose is currently on the Design Review Board and would like to continue on the board. They did not meet at all last year and this would be the start of Ron's third term. Ron said he felt it was much easier when the applicant came in person to explain their design. The Selectboard thanked Ron for his time. Nathan Bouvier was here and would like to continue on the Conservation Commission. He has seen the interest in the Commission grow with a number of residents bringing concerns to them and would like to stay on the Commission and see how the projects end. The Selectboard thanked Nathan for his time. Bill Sayre was also here regarding his positions as the liaison to Addison County Regional Planning, his seats on the Planning Commission and the Revolving Loan Fund. Bill would like to continue in his capacities for the Town. The Selectboard thanked Bill for his time.

5. Review of the draft Investment Policy. Therese Kirby noted she had received feedback from Alan Huizenga and he had recommended changing the word security to safety in regards to the objectives of the policy. That change has been made. She explained that she and Peter Ryan had read VLCT's draft Investment Policy and worked with Dave Olson at People's Bank, who forwarded them a copy of the Investment Policies for the Towns of Mendon and Shelburne. They came up with their draft then enlisted the help of Eric Forand, who explained the different types of investment vehicles and reviewed the policy with them. Both Therese and Peter wanted to thank Eric for his help. Bill Bryant noted the policy limits investments to certificates of deposit and government bonds, with no stock market investing. Therese went on to explain that both she and Peter share the opinion that it is the responsibility of the Treasurer's Office and Selectboard to be good stewards of the money and in doing so feel that no risk is acceptable with public money. Joel Bouvier moved to accept the Investment Policy. Brian Fox seconded. So voted.

6. Discussion of hiring a facilitator for the fire facility site selection public discussion meetings to be held on April 13, 2013 from 9am to noon at the American Legion. Bill Bryant spoke with a few candidates and Adam Lougee of Addison County Regional Planning Commission (ACRPC) is the facilitator Bill is recommending to the Selectboard, due to candidates availability. Discussion regarding expanding the facility committee by adding more citizens. Bill would like people to be sensitive to the fact that as properties get placed on a list of possible site locations for the fire facility created at this public meeting, it could upset property owners that may have no desire to sell. Bill would also like to start the discussion

with the Pacheco Ross study criteria and have residents add to that list. Another talking point could be what would happen to the historic fire building. The Town will be billed by ACRPC at a rate of \$90 per hour for Adam Lougee's services. The Selectboard agreed to set aside Saturday, May 4 as a continuance date for another public discussion if necessary. Mary Arbuckle suggested the Town provide or ask for donations of coffee and donuts. The Selectboard would like the fire facility committee to expand and Peeker Heffernan suggested they ask for volunteers of at least three citizens at large.

7. Discussion of the updated design for the approximately 2,300 square foot police facility at Bristol Works. Milford Cushman is the name of the designer that Kevin Harper works with. He is out of Stowe and has met with both Bill Bryant and Kevin Gibbs on two occasions. Bill presented the preliminary design to the Selectboard. Kelly Laliberte has issues with the design, in that its windows face toward her home. She would like the windows in the facility to be frosted and has some concern regarding the landscaping. Bill said if she had landscaping concerns, she would need to take those up with Kevin Harper of Bristol Works. Kelly noted the windows in the medical office and pharmacy do not open and doesn't understand why the windows in the police facility have to open. Joel Bouvier stated the reason the windows in other businesses don't open could have had something to do with cost. Bill explained that if the power went out in the summer or the Chief would like to air out his building in the spring, it would be nice if the windows opened to allow in fresh air. Lance Laliberte said they should speak with Kevin Harper at Bristol Works regarding their concerns. Bill updated the Selectboard on the status of the lease negotiations. There was consensus to continue moving forward with this project.

8. Discussion of the renovations of the Coach House and the draft request for proposal (RFP). Bill Bryant said Joel Bouvier worked on the draft RFP with Jen Stetson and he would like to send it out to five contractors. Joel explained that a contractor could bid on the job in three different ways, and that is also outlined in the RFP. There is an overhead door the Selectboard could purchase that replicates the current door and he will bring in photos of that to a future meeting. He would like to award the contracts on April 22, 2013 and would like the work to be completed by the Fourth of July. Joel will work with Jen on a zoning permit. Brian Foxed moved to authorize the mailing of the RFP as drafted. Joel Bouvier seconded. So voted.

9. Jim Lockridge would like the Selectboard's approval to submit a grant application for \$11,490 for Summer Youth Employment from the Department of Labor for the Hub. Jim said if awarded, some of this money would be used to offset the cost of Ryan's hours when he is supervising this program, some for supplies and the balance for salaries of youth to work at the garden. Brian Fox moved to approve the submission of the grant application. Joel Bouvier seconded. So voted.

10. MAUHS & VUHS are looking for a donation of \$100 to be used towards a joint substance abuse and bullying program. Grades 9-12 of MAUHS will go to VUHS and the VUHS middle school students will come to MAUHS. Brian Fox moved to authorize the Treasurer to pay the invoice for the donation of \$100 towards this activity. Joel Bouvier seconded. Brian has seen this speaker before and thinks he does an amazing job. He also wanted to know how many Towns were donating money. Peeker Heffernan said ten towns will be donating money. So voted.

11. Discussion of the Addison County Humane Societies (ACHS) annual contract for services. This contract allows Bristol residents to take pets to ACHS and allows the Town to turn animals over to ACHS if we cannot find the owner. The annual contract amount is \$550 and they took in 39 animals from Bristol last year. Brian Fox moved to authorize Chairman Peeker Heffernan to sign the annual contract. Joel Bouvier seconded. So voted.

12. Therese Kirby reminded residents that property taxes are due Friday, April 5, 2013 and told the Selectboard she placed an ad in the Addison Independent similar to the tax due date reminder we used last year. She also reminded residents that the Town of Bristol does not accept postmarks so please mail your payment early, drop it off at the office, or use the locked box outside the door. Dog licenses are due April 1, 2013 and there will be a rabies clinic held at the Bristol Animal Hospital Wednesday, March 27 from 5:30 pm to 6:30 pm. The cost for a rabies shot is \$15 per pet via cash or check. The June 30, 2012 audit has been finalized and Therese encouraged the Selectboard to meet with Fred Duplesis of Sullivan and Powers to go over the audit. They agreed and Bill Bryant will invite Fred to a future Selectboard meeting. Therese said the cd at People's bank for \$404,445.88 for the landfill closure fund is maturing. She and Peter Ryan recommend renewing it for a period of 367 days at .40%. Brian Fox moved to accept the recommendation and to renew the cd. Joel Bouvier seconded. So voted. Therese explained the Merchants Bank would like us to agree to open a Joint Custody account to protect the Town's funds over FDIC limits. Therese explained the account and the process as outlined by Merchants Bank and the Federal Reserve Banks Operating Circular No. 7. As of February 28, 2013 the Revolving Loan Fund has a balance of \$437,462.11. Joel Bouvier moved to authorize Therese Kirby and Peter D. Ryan to sign the Pledge Agreement form to open a joint custody account with the Merchants Bank at the Federal Reserve Bank of Boston. Brian Fox seconded. So voted. The Selectboard signed an accounts payable warrant of \$52,387.40 and approved liquor licenses for Bristol Beverage and Snaps.

13. Selectboard: Joel Bouvier wanted to know the outcome of the water testing issue between the State of Vermont and S.O.S. Bill Bryant said the State is calling it a violation, as in October five water samples were required, but only three were taken, despite this being okayed by the previous staff person in charge of this program at the State. If anyone has any questions, they can speak with Lance Perlee. Joel said he would contact Ken Johnson to see if he would be interested in being the new tree warden as Joe Nelson has moved out of Town.

14. Town Administrator: Bill Bryant updated the Selectboard on the following topics: the Consumer Confidence Report (CCR) is out and posted on the Town's website regarding the water quality of the Town of Bristol, Bob Donnis of the Energy Committee wants to know how the Selectboard liked the LED lights; the Selectboard liked them and authorized them to move forward per Alan Huizenga's previous motion at another meeting. Joel Bouvier would like to see another 40 LED bulb installed on the other pole by the Catholic Church, Brian wanted to know if they could get a flow chart of how many people come to the landfill each hour to understand the efficiency of the operation, Joel wondered if the Energy Committee could look into how many people would be interested in taking advantage of natural gas if Vermont Gas comes to Bristol. Bill said he believes Vermont Gas Systems expects the initial year connections would be about 40%. Brian Fox moved to approve the May 6, 2013 Selectboard meeting as the night to meet as Water and Sewer Commissioners to vote on the budgets. Joel Bouvier

seconded. So voted. Brian Fox moved to file a motion to seek intervener status in the Vermont Gas Systems request to the Public Service Board. Joel Bouvier seconded. So voted. VLCT Pacif settled a claim after a vehicle was hit by one of our snow plows.

15. Joel Bouvier moved to go into executive session regarding 2 personnel matters involving the appointment, employment, or evaluation of public officers or employees and one legal matter/real estate negotiations involving the Town where premature general public knowledge of the subject matter would clearly place the Town at a substantial disadvantage. Brian Fox seconded. The Selectboard was joined by Dan Gebo and Therese Kirby. So voted. The Selectboard met in executive session from 9:20 pm to 10:25 pm.

Respectfully Submitted,

Therese Kirby
Clerk