

Selectboard Minutes

April 22, 2013

The meeting began at 7:00 p.m. Present were Selectboard members Sharon Compagna, Brian Fox, Alan Huizenga and Joel Bouvier. Also present were Town Administrator Bill Bryant, Mary Arbuckle (NEAT TV, Sgt. Randy Crowe and Matthew Ham-Ellis.

1. Public Forum – Matthew Ham-Ellis was recently appointed as a new member of the Design Review Commission. He had not been able to attend the candidate meetings but wanted to stop by to introduce himself to the Board.
2. Town Officer Appointments – Joel Bouvier has spoken to Ken Johnson about the vacant Tree Warden position and Ken is willing to take on this role. Motion was made by Alan Huizenga, seconded by Brian Fox and carried to appoint Ken Johnson as Tree Warden for a one year term. Bill Bryant reported the Planning Commission has nominated Eric Forand as Zoning Administrator. This would free up Bill's time and acknowledge the lead role in zoning that Eric has been playing. Motion was made by Joel Bouvier, seconded by Brian Fox and carried to appoint Eric Forand as Zoning Administrator for a three year term in accordance with statute and the Planning Commission's nomination. Motion was made by Joel Bouvier, seconded by Alan Huizenga and carried to appoint Bill Bryant as Second Assistant Zoning Administrator to fill in when Eric Forand and Bob Stetson are unavailable or have a conflict.
3. Police Department grant application to Walmart Local Giving Program – The Board discussed the proposed request for \$2,500 in funding. Sgt. Crowe plans to use the grant for replacement of the desktop computer in the patrol room, purchase of a CD duplicator, evidence storage and collection supplies, and miscellaneous office supplies and equipment. Motion was made by Alan Huizenga, seconded by Joel Bouvier and carried to approve the submission of the \$2,500 grant request to the Walmart Local Giving Program.
4. A renewal note has been received from People's United Bank for refinancing the balance on a note for the 2010 Holley Hall improvements. The renewal note will be in the amount of \$80,000 at 1.95%. The original note was for \$100,000 and principal payments of \$10,000 are made annually. Motion was made by Alan Huizenga, seconded by Brian Fox and carried to approve the renewal of the note as proposed. Various loan documents were signed.
5. Motion was made by Joel Bouvier, seconded by Alan Huizenga and carried to approve the minutes of April 8, 2013 with one correction – the third fence viewer appointed is Joel Bouvier and not David Henderson. Motion was made by Joel Bouvier, seconded by Alan Huizenga and carried to approve the minutes of the April 16, 2013 annual road tour with several spelling corrections of names.
6. Bills payable were reviewed and the Selectboard signed an accounts payable warrant for \$1,729,410.80.
7. A quotation for summer paving projects was received from Pike Industries by Peter Bouvier and presented for approval. Work planned to be completed by June 30th includes: 1) reclamation of .3 mile of Meehan Road \$10,648; 2) repaving of same section of Meehan Road with 2.5 inches \$47,309; 3) 1.5 inch overlays on Lincoln Road and High Street \$15,885; and 4)reclamation of .3 mile of Lower Notch Road \$10,648; for a total of \$84,490. In the new budget year, after July 1st,

additional work is planned including: 1) repaving Hewitt Road Bridge \$4,835; and repaving of the .3 mile hill being reclaimed on Lower Notch Road in two lifts of 2.0 inches and 1.5 inches (price still to be obtained). The Hewitt Road Bridge will be funded through a VTrans grant, the FY2013 funds will come from the general budget with the capital roads fund available if necessary. Motion was made by Alan Huizenga, seconded by Brian Fox and carried to approve the paving projects as proposed by the Road Foreman.

8. The Selectboard discussed the public planning process now underway for siting a new fire station. The first meeting was held this past Saturday and was attended by about 45 persons. The Board noted they were pleased with the strong attendance and felt that Adam Lougee did a good job facilitating the discussion. There was discussion about the next steps in this process and the agenda for the second meeting to be held on May 4th. Additional suggestions about site selection criteria and about possible sites to be considered will be welcomed at the second meeting and may also be submitted in writing to the Selectboard. There was discussion about the facility committee membership going forward. The Board discussed possible options for the committee. Alan Huizenga suggested that 7 members would be a workable size and suggested this might consist of 3 firefighters, 1 selectboard member, 1 planning commissioner, and 2 citizens at large. It was noted the Planning Commission has recently opted to not seek representation on the committee and instead to vet possible sites with the facility committee for conformance with the Town Plan. In that case, there could be 3 citizens at large on a 7 person committee. There was further discussion about whether the same committee would undertake both the site selection phase and the design/construction phase. It was felt that greater representation of firefighters would be especially helpful during the building design phase. No decision was reached but three options were discussed: 1) use same 7 person committee; 2) expand committee to 9 with addition of two more firefighters; and 3) appoint a totally different committee for the second phase of the project. There was discussion about seeking balance on the committee and in particular it was noted that it will be important to have balance between village and town residents. It was agreed that these are just options to consider and the Board will welcome suggestions from the public during the May 4th planning session. Persons interested in serving will also be invited to submit a letter of interest.
9. Bill Bryant reported that traffic planner Daryl Benoit from the Regional Planning Commission has submitted traffic count and speed data he has collected on Notch Road in response to Fred Schroeder's recent concerns. The 85thtile speed was found to be 39 mph. Seasonally adjusted average daily traffic is 460 vehicles. Sgt. Crowe shared his data collected from the BPD speed cart following removal of Daryl's traffic counters. The BPD results were very similar with an 85thtile speed of 40 mph. There were about 10 vehicles a day noted to be exceeding 50 mph and half of these were clumped in the 3:30 am to 5:30 am time frame. Sgt. Crowe also shared speed cart data from other roads which indicated the speeds on Notch Road are similar to other similar roads. Additional data will be collected and further discussion will be planned on this matter.
10. Roundtable:
 - Alan Huizenga noted there is a washout beside East Street in the area near Lord's Prayer Rock. It will be determined whether this is on the town or state section of the road and then the department responsible will be notified.

- Joel Bouvier reported that bids on repairs for the Coach House were due today. They will be reviewed and contract awards will be recommended for the next meeting.
- Sharon Compagna noted Green Up Day will be on May 4th and encouraged volunteers. A cautionary memo was shared from Chief Kevin Gibbs regarding drug paraphernalia. Hypodermic needles and soda bottles used to make methamphetamine are dangerous. Any bottle with tubing coming out the end or a milky residue inside should not be touched as it could be potentially explosive. Volunteers are being cautioned about these issues.
- Bill Bryant reported the Energy Committee has reached out through Front Porch Forum to let residents know of the street lighting conversion to LED lighting and that Pleasant Street is a demonstration for those curious about what the new lighting will look like. Town staff will be meeting with Simon Operating Systems staff and Green Mountain Engineering staff to discuss the Water District's apparent large loss of water and how to go about figuring out solution options for the Selectboard to consider. Budget hearings for the Water, Sewer and Landfill will be held at the next meeting on May 6th. Bristol's motion to intervene has been granted in the Vermont Gas Systems application before the Vermont Public Service Board. There will be an evening music performance at the Hub on Friday May 17th.

11. Executive Session: Motion was made by Alan Huizenga, seconded by Brian Fox and carried to meet in executive session to discuss two matters involving the appointment, employment or evaluation of public officers or employees and one legal/real estate matter involving the Town where premature general public knowledge of the subject matter would clearly place the Town as a substantial disadvantage. The Board met in executive session from 8:50 to 9:08 p.m. Motion was made by Alan Huizenga, seconded by Brian Fox and carried to approve new loan terms for Meg Wendel, formerly dba as the Village Corner Store, for her loan from the Bristol Revolving Loan Fund for repayment of \$23,000 over ten years with no interest, with monthly payments of \$200.

The meeting was adjourned at 9:15 p.m.

Respectfully Submitted,
William Bryant, Town Administrator