

Selectboard Members Present: Chair Sharon Compagna, Alan Huizenga, Brian Fox, Joel Bouvier and Peeker Heffernan. Also attended by: Town Administrator Bill Bryant, Town Clerk Therese Kirby, filmed for NEAT TV by Mary Arbuckle, Jim Quaglino, Thad Luther, Claire Tebbs, Adam Lougee, Tom Wallace, Carol Wells, Ian Albinson, Greg Grover and Mike Menard.

1. At 7:00 pm Sharon Compagna called the Selectboard Meeting and Public hearing on the Bristol Village Green Renovations to order. Claire Tebbs and Adam Lougee from Addison County Regional Planning Commission (ACRPC) and Thad Luther from Stantec were here to present the concept plans for the village green renovations. This project is to be funded through a \$47,500 State of Vermont Transportation Enhancement Grant, with a \$12,500 match from the Town. Claire Tebbs outlined the funding of the project and the project itself. ACRPC is integrating their design with existing structures including the Veteran's Memorial and has worked with the Bristol Downtown Community Partnership (BDPC) design committee. ACRPC also worked with Stantec, the firm designing the bulb outs and the upgrade to the street light intersection on Main Street, so the design will be cohesive with all of the new elements on and near the green. The bulb outs will be installed on three corners, not the entrance to the park where the Veteran's Memorial is (southeast entrance). That corner is going to be cut back to increase the width needed for the turning lane off from North Street. Claire Tebbs stated the priorities for the village green renovation are to re-pave and re-design the southeast entrance of the park, upgrade electrical access and 42" LED bollard lighting within the park, replace benches as needed, provide recycling receptacles and provide a bike rack at both main entrances. There is another committee that is looking at the playground and playground equipment, although this design does incorporate the concept of some plantings on the northwest corner to create a buffer from School Street for the future. The design plan Claire Tebbs presented to the Selectboard is available for viewing at the Town Office. There were questions asked regarding the lighting i.e. too much light, bollards versus lamp posts and Alan Huizenga suggested a modification to the design of the sidewalk abutting the memorial. Carol Wells explained this grant money was not eligible to be used towards the fountain and there is an estimated expense of \$35,000 to fix it properly. The next steps are for the Selectboard to approve moving forward with this concept design, ACRPC will continue working with the BDPC, finalize the lighting plan, finalize the design, come back for final Selectboard approval and then go out to bid. Alan Huizenga moved to authorize the ACRPC to move forward with the concept design presented including the design change to the sidewalk abutting the Veteran's Memorial. Peeker Heffernan seconded. So voted. The Selectboard thanked Claire, Adam, Tom, Carol and Ian for their time and the public hearing closed at 7:40 pm. On a separate note, Bill Bryant informed the Selectboard that Adam Lougee handed in his final report on the Fire Facility Public Hearings. Bill will make copies for the Selectboard and have Jen Stetson put the document on the website.

2. Volunteer Leader Greg Grover from Bristol Pack 543 was here regarding his request to close Fitch Avenue on Saturday, August 24 from 10 am to 2 pm for a Cub Scout Soapbox Derby. The boys will be building their own cub cart then racing down the street. Greg said Eric Forand is willing to assist in contacting residents on Fitch Avenue that Greg has not yet spoken with and getting permission from the member of N.H. Munsill to use the bathroom facilities at Station 3. The cub scouts will also bring in a

port-o-let. Greg is planning on speaking with Bristol Elementary School in hopes of getting permission to use their parking lot. They plan to have an ambulance on site or on standby. The street will be lined with hay bales and they will be able to be moved in case an emergency vehicle needed to access the street and of course for safety of the cub cart drivers. Greg would like permission to close Fitch Avenue from 9 am to 3 pm for set-up and tear down. Greg said so far they have 30 cub scouts signed up. Peeker Heffernan moved to authorize the closure of Fitch Avenue on August 24, 2013 with a rain date of August 25, 2013 with the stipulation the cub scouts provide the Town with a proof of insurance. Brian Fox seconded. Alan Huizenga wanted to clarify they will be starting the race a bit down the hill and ending it before the end of the street and Greg said yes. So voted.

3. Alan Huizenga moved to authorize a grant application to Ben & Jerry's Foundation for \$700 to supplement the Hub's nutrition program, with no matching funds required. Peeker Heffernan seconded. So voted.

4. Road Foreman Peter Bouvier would like Selectboard approval to install a culvert on Beaver Meadow Road. This is a class 4 road and Bill Bryant said the only maintenance the law requires on class 4 roads, is for culverts to be replaced. Peeker Heffernan moved to authorize the culvert replacement on Beaver Meadow Road. Joel Bouvier seconded. So voted.

5. The Selectboard signed an accounts payable warrant for \$151,270.99. Peeker Heffernan moved to approve a special events permit for Lincoln Peak Vineyard and an outside consumption permit for the Bobcat Café, both for June 1, 2013 for Pocock Rocks. Alan Huizenga seconded. So voted. Therese Kirby asked for authorization on behalf of Ed Hanson to cut a check to the Department of Public Safety for a construction permit for Howden Hall. Alan Huizenga moved to authorize Therese Kirby to cut a check to the Department of Public Safety for \$588.76 to be submitted with the construction permit application. Brian Fox seconded. So voted. Bill Bryant explained to the Selectboard why the Town would not be seeking grant money from the Community Development Program to help offset the cost of upgrades to Howden Hall. The Selectboard agreed with the decision.

6. Alan Huizenga moved to approve the minutes of the public fire facility meetings held on April 20, 2013 and May 4, 2013 and the Selectboard minutes of May 6, 2013. Brian Fox seconded. So voted with Sharon Compagna abstaining as she was not present for two meetings.

7. Selectboard Roundtable: Alan Huizenga wanted to know exactly how many service lines S.O.S. listened to and what they heard at those service lines. Therese Kirby said she understood S.O.S. had listened to almost all of the service lines on May 21 and May 22 with Lance Perlee planning to finish checking the service lines on May 24. Alan would like the results of that effort before they move on to Plan B, which is to divide the system into six sections and close each section off briefly at night to try and locate a larger leak. Alan also wanted to know the status of the repair on Elm Street. Therese Kirby and Bill Bryant knew as of May 24 the repair was not scheduled, but Bill would follow up with S.O.S. Joel Bouvier wanted to know the status of the tire removal efforts by the State on Estey Road, and what the plan is for keeping tires from accumulating again. Bill said if tires started to accumulate again, ANR and the zoning administrator would like to know. Joel also inquired about the status of the Prince Lane

Project, and then updated the Selectboard on the status of the Coach House. Peeker Heffernan would like a list of all of the on- going projects and what their status is. He feels it would be a good tool for the Selectboard to have, so they can cross things off as they get done and decisions can get made. He felt this could be done in lieu of a top ten and maybe Selectboard members could head up a project. Sharon Compagna agreed that this was a good idea and thought it could be reviewed and things added and removed as needed. Sharon also noted how nice the Peace Garden looks and wanted to thank people for helping out with that. Upstairs in Holley Hall on May 30, 2013 there will be a meeting from 1pm to 3pm on how the new insurance is going to affect municipalities. Therese stated that Jen Stetson was planning to attend and Brian Fox said he was also going to try and attend.

8. Town Administrator's Report: Bill Bryant updated the Selectboard on the following issues: Road Foreman Peter Bouvier is working with Peter Diminico on a handicap access to a green space at Eagle Park, continued Notch Road speed concerns by Fred Schroeder, mediation regarding the Lathrop vs. Folino zoning issue, request from Planning Commission to move forward with a planning grant regarding Stoney Hill (the application is due in August with awards to be made in October), the mystery smell on Liberty Street that Martha Gurney has brought to their attention, the Energy Committee is interested in coming to the Selectboard regarding the ongoing LED plan, there will be a skateboard competition at the HUB on August 3, 2013, concept plans for the ADA improvements to sidewalks has been received and one of the speed carts is broken. Randy Crowe has been doing traffic enforcement at the intersection of Lincoln Road and Briggs Hill Road, and is requesting stop signs be installed on both sides of the road (gate posted). Alan Huizenga moved to authorize the Road Foreman to gate post the stop signs at Lincoln Road. Peeker Heffernan seconded. So voted. Bill has an invoice in the amount of \$6,275 from Cushman Design Group for the design of the proposed Bristol Police Department facility, but the Selectboard had previously approved up to \$3,500. Bill would like authorization to pay at least \$3,500 of the invoice from the Police Department's undesignated fund balance. Alan Huizenga wanted to know if there was an unlimited budget for the design of the facility and if not, was the Cushman Design group informed of the budget. Bill said there was not a contract and we are being billed at a per hour rate. Brian Fox wanted to know what percentage complete Bill felt the design was. Bill said 75%. Alan Huizenga authorized payment of \$3,500 until Bill Bryant receives a written estimate. Joel Bouvier seconded. So voted. Bill also received an updated bridge replacement from AOT. The stop light bridge replacement is scheduled to start this fall and the South Street bridge will get started either this fall or in the spring. Bill also asked water users to contact the Town Office if they notice any possible water leaks as currently the water system is pumping more gallons than we are billing for.

9. Alan Huizenga moved to go into executive session to discuss 2 personnel matters involving the appointment, employment, or evaluation of public officers or employees and 1 legal matter/real estate negotiation involving the Town where premature general public knowledge of the subject matter would clearly place the Town as a substantial disadvantage. Peeker Heffernan seconded. So voted. The Selectboard met in executive session from 9:07pm to 10:05 pm. They were joined by Therese Kirby and Mike Menard for separate discussions. The Selectboard returned to open session and made the following motions:

- Alan Huizenga moved to authorize the Town Administrator to extend a settlement offer in the tax appeal of Joe Piasecki. Peeker Heffernan seconded. So voted with Joel Bouvier abstaining.
- Brian Fox moved to deny the appeal of Mike Menard regarding a disciplinary action issued by the Town Administrator dated April 25, 2013. Alan Huizenga seconded. So voted.
- Alan Huizenga moved to hire Robert Worley as a part-time police officer for Bristol Police Department as of July 1, 2013 at the hourly pay rate of \$16.58. Peeker Heffernan seconded. So voted.

The meeting adjourned at 10:10 pm.

Respectfully Submitted,
Therese Kirby