

## Selectboard Meeting

July 29, 2013

Selectboard Attendance: Chair Sharon Compagna, Brian Fox and John "Peeker" Heffernan. Also attended by: Town Administrator Bill Bryant, Jim Quaglino, John Elder, Lance Perlee and Darla Senecal.

1. Sharon Compagna called the meeting to order at 7:02 p.m. The first business was meeting with Planning Commissioner John Elder to discuss a possible application for a municipal planning grant to support efforts to develop the Town's Stony Hill property. John updated the Board since his last discussion. He and PC Chair Chico Martin have met with abutting property owner representative Peter Nelson about the grant and mutual benefits to the development of both parcels. He has also met with Robin Scheu of the Addison County Economic Development Corp. and Adam Lougee of the Addison County Regional Planning Commission, as well as local entrepreneur Kevin Harper. All three have offered letters of support for a grant application and offered helpful suggestions for the application and planning the project. John reported that feedback indicated it is unlikely to find a financial partner to fund the local match of \$10,000 to the state funds of \$25,000 and that Town funds would be needed. There was discussion about where the local funds might come from. Grant applications will be due on September 12<sup>th</sup> and there is a local public hearing required prior to the submission. It was agreed that a hearing on August 26<sup>th</sup> could meet the notice and other time requirements for the public hearing. Peeker Heffernan moved and Brian Fox seconded, to proceed with the preparation of a municipal planning grant application and to hold the needed public hearing at the Selectboard meeting on August 26, 2013. So voted.
2. Water system operator Lance Perlee was present to discuss progress on solving the system's serious water losses. In the past couple of weeks, with the Department's new leak detection equipment, he was able to locate a large leak on West Street near Munsill Avenue. With assistance from Vermont Rural Water, the exact location of a very large water leak was pinpointed. Repairs were made with assistance from Heffernan Excavating and Simon Operating Systems. This leak turns out to have been the major source of the system's water losses. Before repair of this leak the system was pumping about 476,000 gallons per day with the pumps running 21+ hours per day. After repair, the system is now pumping about 189,000 gallons per day with the pumps running about 7.5 hours per day. Two other leaks in this vicinity were also detected. One on Taylor Avenue has also been repaired and it was found that the line in this street is 6" rather than the 4" indicated on system maps. The third is a private service line for Thad's Auto and the owner is making preparations to have that repaired. Next steps in finding water leaks on the system will be to complete the detection effort on known galvanized service lines, and to do pressure tests block by block using a pressure gauge on fire hydrants and shutting off the valves at both ends of the block to see how fast pressure is reduced. The notion of a middle of the night test of the village by quadrants with a temporary meter at the reservoir is deemed unnecessary at this point in favor of these two steps. Brian Fox suggested the Town will need to follow through on requiring owners of galvanized service lines to replace them, and

would like to see the Town offer a financing plan for those who would find such repairs to be a financial burden.

3. J.A. McDonald is the contractor being hired by the Agency of Transportation to replace the State's bridge on Route 116. Bill Bryant has met with a representative of the firm to discuss a staging area for the project and temporary parking needs for Sycamore Park due to the detour road and bridge going through the current parking area (which is actually owned by the State). A draft agreement for moving parking and providing a 1/8<sup>th</sup> acre staging area for the contractor just inside the property line for Sycamore Park was reviewed. The contractor will return the area to its original condition at the conclusion of the project. The bridge construction is expected to run through the spring of 2015. Motion was made by Brian Fox and seconded by Peeker Heffernan to approve the proposed agreement with J.A.M. regarding use of Sycamore Park for the project and to authorize the Town Administrator to sign it. So voted.
4. Bill Bryant and Brian Fox reported that proposals for engineering services related to lighting and other improvements to the Town Green were opened recently. The project managers are staff from the Regional Planning Commission. Volunteers from Bristol Downtown Community Partnership are also serving as a project committee. Staff from VTrans participated in proposal reviews. The group is negotiating with one of the firms and award of contract will not be ready for Selectboard action until the next meeting.
5. Bristol Police Department discovered that Green Mountain Vineyards is providing wine samples as part of the Farmers Market on the Town Green without approval under the Town's Open Container Ordinance. GMV and the Farmers Market had the necessary permits from the Department of Liquor Control but had inadvertently overlooked consulting the Town. Information as required by the Ordinance has been submitted by GMV for the Selectboard's consideration. They will be serving 1oz samples of 3-4 varieties of wine, served within the confines of their tented area at the market during market hours on Wednesdays and Saturdays this summer/fall. There was discussion that approval of this request would not be a precedent for service of alcohol on the green for other events. Motion was made by Brian Fox and seconded by Peeker Heffernan to approve the requested permit under the Open Container Ordinance.
6. Revision to Setting of FY2013-2014 Tax Rate – The Department of Taxes has informed the Town recently of some additional changes to the grand list as a result of current use properties and veteran's exemptions. This information should have been received prior to setting the tax rate, but had been inadvertently sent by the State to the wrong email address and our Listers only received the information after the Selectboard had set the tax rate at the last meeting. Motion was made by Brian Fox and seconded by Peeker Heffernan to set revised tax rates to replace the action taken on July 15<sup>th</sup> as follows: \$2.2226 Homestead tax rate, \$2.1816 Non-Residential tax rate, \$2.5118 Homestead Police District tax rate, and \$2.4708 Non-Residential Police District tax rate. So voted.

7. The Selectboard reviewed bills and signed accounts payable warrants in the amount of \$60,875.47.
8. Motion was made by Peeker Heffernan and seconded by Brian Fox to approve the minutes of July 15, 2013. So voted.
9. Roundtable: Sharon Compagna noted that she has heard complaints about the height of plantings at Almost Home Market at the corner of Garfield and North Streets is restricting visibility for turning vehicles. The Board asked Bill to request the property owner to trim plantings and keep them lower next year.
  - Sharon noted there is no stop sign when exiting Kountry Trailer Park onto Liberty Street and that there used to be one. The Board asked Bill to request Addison County Community Trust to install a stop sign at this location.
  - Sharon asked regarding the Board's approval of outdoor seating area for Bobcat Café. She has observed how the seating is placed and didn't feel it was leaving adequate room on the sidewalk. Bill will review the application and minutes but recalled that the approval was for up to three 2-seat tables to only occupy the first 5' tile of sidewalk out from the building, with the second 4' tile to be left for pedestrians and handicap accessibility.
  - Bill Bryant reported that as a result of the Police Department's participation in the Governor's Highway Safety Program's Click it or Ticket program, the Department is eligible to be reimbursed for about \$3,600 worth of equipment purchases. A memo from Chief Gibbs is requesting approval to use the funds to purchase two light bars for the cruisers, one to go into immediate use replacing a failing set, and the second to be retained for use on the vehicle scheduled to be purchased next year. Motion was made by Peeker Heffernan and seconded by Brian Fox to approve the requested light bar purchase with grant funds. So voted.
  - Bill reported that the lease agreement for the new police facility at Bristol Works is almost final per our attorney's review, but the authorized signature on the lease per a previous motion will be out of town when it will be ready to sign. Motion was made by Peeker Heffernan and seconded by Brian Fox to authorize any member of the Selectboard to sign on behalf of the Board based upon availability. So voted.
  - Bill provided an update on the South Street Bridge project. The low bidder is Blow and Cote of Morrisville at \$1,305,376. VTrans costs to date for design are about \$330,000. There will be additional VTrans costs for project oversight during construction. The project should come in well within the \$2,000,000 budget estimate. Due to the reduction of town participation on the construction from 10% to 5%, it is expected the town's share will be much closer to \$100,000 than the \$300,000 approval from voters for bonding.
  - Motion was made by Brian Fox and seconded by Peeker Heffernan to confirm the temporary extension of the Bobcat Café's loan from the Bristol Revolving Loan Fund while the RLF Committee reviews its application to extend the loan beyond the balloon due at this time. So voted.

- Bill reported that Linda Lunna has expressed her strong support for the paving of Lower Notch Road and would like the Selectboard to consider planning for this in the future.
- Peeker Heffernan gave an update on the driveway access improvements now being requested by Kevin Irish. He and Pete Bouvier feel that a paved swale across the driveway would be the solution rather than a culvert. At the last meeting the Board had denied a request to install a culvert in this driveway.
- Peeker also noted he would like to see the intersection of Lower Notch Road and Carlstrom Road altered into a "T" intersection and would like to ask the Road Department to undertake this improvement. Motion was made by Brian Fox and seconded by Peeker Heffernan to direct the Road Department to reconstruct Lower Notch and Carlstrom Road intersection into a "T" style intersection. So Voted

10. Motion was made by Brian Fox and seconded by Peeker Heffernan to meet in executive session to discuss a personnel matter involving the appointment, employment or evaluation of public officers or employees. So voted. Recreation Director Darla Senecal joined the Board for this executive session. The Board met in executive session from 8:45 to 9:20 p.m. Following the executive session it was noted for the record that the Town has received a resignation letter from Hub Director Jim Lockridge who is accepting new employment. Motion was made by Peeker Heffernan and seconded by Brian Fox to accept Jim Lockridge's resignation with regret. The Board expressed appreciation for the leadership Jim has given at the Hub. So voted. Motion was made by Brian Fox and seconded by Peeker Heffernan to authorize the Town Administrator and Recreation Director to advertise the vacancy and to hire temporary help to assist in covering the Hub's needs during the interim phase, including Jim working on an hourly basis after his last official day on August 8th and to authorize Ryan Krushenick to work additional hours on a temporary basis without triggering eligibility for benefits as a full time employee. So voted.

The meeting was adjourned at 9:25 p.m.

Respectfully Submitted,  
William Bryant