

Selectboard Meeting

December 2, 2013

Selectboard Attendance: Chair Sharon Compagna, Joel Bouvier, Brian Fox, Alan Huizenga and John "Peeker" Heffernan. Also attended by: Town Administrator Bill Bryant, Town Clerk Therese Kirby, filmed for NEAT TV by Joanna Etka, Kris Perlee, Mike Menard, Ron LaRose, Greg Edwards (Stantec Engineers), Derek Lyman (VTrans), Carol Wells and Claire Tebbs (ACRPC).

1. Sharon Compagna called the meeting to order at 7:05 pm. Mike Menard was here regarding the paving project on Lower Notch Road and the effect it had on his private drive and mailboxes. He does not feel it is his responsibility to raise his mailbox if the Town paved the road. He has received three notices from the Post Office to raise his mailbox. He also does not feel his private drive (Evergreen Drive) was filled and graded back far enough from the road to keep him in compliance with road standards. Sharon wanted to know if Mike had shared his concerns with Peter Bouvier and Mike said not specifically. He asked Peter if he was done working on the Lower Notch Road and Peter said yes. Peeker Heffernan feels if Mike's driveway met the road standards before and now it does not, we should bring it into compliance. Alan Huizenga feels if we caused the problem we should reset the post for his mailbox. Both Joel Bouvier and Bill Bryant referenced work previously done on Burpee Road and their concern for setting precedence. Mike feels issues like this could be heard and evaluated on a case by case basis. Brian Fox would like to hear from Peter Bouvier. Alan Huizenga agreed with Brian and would like to hear back from Peter before they make a decision on the mailboxes or the drive. Joel Bouvier would also like Bill to find out what the postal standard is for height of a mailbox, so if they do agree to fix it, they do it correctly. The Selectboard thanked Mike for his time.

2. Ron LaRose, Commander of the American Legion, was here regarding plans for the 2014 Veteran's Day Parade. He would like Bristol to host a Veteran's Day Parade on November 1, 2014. The parade moves from community to community. There are approximately 600 to 1,000 people that participate in the parade. Peeker Heffernan asked how many observers it will draw and Ron said approximately another 500. Ron feels participants could gather at Mt. Abe, where they would leave vehicles and have port-o-lets available. He also feels a possible route for the parade could be to cross the Recreation Field and start at the riding ring, head to West Pleasant Street to Pleasant Street to Spring Street to Mountain Street to Main Street, where they would end at the green with a hot dog barbecue. He would also have more port-o-lets on the park. Ron said they would need trash pick-up on the park and traffic control. He has a preliminary budget of approximately \$3,000 in expenses for the American Legion. So, he would appreciate any donation or assistance the Town is willing to provide. Ron feels the parade and barbecue would last approximately three hours and he would need Main Street closed for 15 to 20 minutes while the parade comes through Town. Joel Bouvier moved to support the Veteran's Day Parade for 2014. Brian Fox seconded. So voted.

3. The Selectboard, acting as Water Commissioners, discussed adjusting water rates. The proposed service charge of \$84.00 per year and usage charge of \$4.05 per 1,000 gallons were worked out by Bill Bryant, Therese Kirby and Alan Huizenga. Joel Bouvier wanted to know if they were putting money into a capital fund for infrastructure. Bill explained money is deposited into a capital fund each year, however at this time there is not a capital budget. Green Mountain Engineering is preparing a proposal to outline

the infrastructure of the system and estimates on how much upgrades will cost. Alan Huizenga since there is currently not a capital plan for the water system; it is hard to know how much we should be saving. Hence he is working on a proposal to work towards that goal. Brian Fox moved to set the water rates to 84.00 per year for the service charge and 4.05 per 1,000 gallons for the usage charges. Peeker Heffernan seconded. So voted. Discussion of water repairs and finding the leaks in the system.

4. Alan Huizenga moved to approve the mortgage discharge from the Town of Bristol to Richard and Barbara Moffi. Peeker Heffernan seconded. So voted.

5. Alan Huizenga moved to approve the request of Caroline Ashby of Art on Main to serve malt/vinous liquor service permit on December 13, 2013 from 5:30 pm to 7:00 pm at an artist's reception. Brian Fox seconded. So voted.

6. Brian Fox moved to approve the grant applications for Lowe's for up to \$2,000, Fiskars for up to \$5,000, National Gardening Association for \$500 and gardening supplies and another grant to the National Gardening Association for a mantis tiller. None of the grants require matching funds and all are earmarked for the Community Garden at the HUB. Peeker Heffernan seconded. So voted.

7. Discussion of the cost proposal from KAS Engineering for developing alternative models for landfill closure capping materials at a cost of \$900. Kris Perlee wanted to know what information KAS would be providing the Town once the study is complete. Bill Bryant explained the document may be helpful to show the State we are trying to save enough for the closure costs, as well as exploring alternative materials. Kris wonders if the expense of the cost proposal is worth it now or if we should wait for three years until it is time to start the recertification process. Also, we do not know what materials the DEC will accept and that could change in the next three years. Brian Fox moved to pursue this cost proposal in two to three years. Joel Bouvier seconded. So voted.

8. Claire Tebbs (ACRPC), Greg Edwards (Stantec Engineers), Derek Lyman (VTrans) and Carol Wells (BDCP) were here regarding the downtown traffic light intersection improvement project. They reviewed the landscaping plans, loss of parking in front of Holley Hall, traffic lanes, lighting, electric poles and signal patterns. Joel Bouvier moved to have Bill Bryant send a letter to Green Mountain Power, Waitsfield Champlain Valley Telecom and Comcast, asking them to remove the utility poles and go underground prior to the project. Alan Huizenga seconded. So voted. Alan does not want the Town to take on the responsibility of marking any pavement after the project is complete and he would like parking to remain in front of Holley Hall. Greg and Derek will work together to see what options are available to them. The Selectboard thanked them for their time. The Selectboard thanked Carol Wells for her work as Executive Director of BDCP. Carol is stepping down from that role.

9. The Selectboard approved an accounts payable warrant of \$253,245.02. Therese Kirby explained the Town no longer has a joint custody agreement with the Merchants Bank and Bank of Boston, as our balance in the revolving loan fund has dropped below the FDIC limit. The balance has dropped as the Selectboard has made several revolving loan fund loans recently. Standard FDIC coverage applies to our current balance and if that changes, Therese will work with the Merchants Bank to establish a different collateralization agreement.

10. Joel Bouvier moved to approve the minutes of November 18, 2013 as corrected. Alan Huizenga seconded. So voted.

11. Selectboard Roundtable: Brian Fox attended his first meeting of the Mt. Abe Facilities Board, and he will keep the Selectboard updated. Sharon Compagna noticed some reimbursements being made to employees for purchases include sales tax, and she would like people to use the credit card and/or tax exempt certificates as we are a tax exempt organization.

12. Town Administrator's Report: Bill Bryant updated the Selectboard on the following topics: the septic repair at Holley Hall, a tandem bike rally of 75 bikes will be held on Friday, July 18, 2014 including an ice cream social on the green, CIT towers submitted a plan to add antennas to their tower, street light conversion continues, Kris Perlee is reviewing the law which requires recycling bins be placed at different locations in Town, Vermont Rural Water would like us to become members at a cost of \$230 per year, the Planning Commission is working on a district change for the Bristol pond camps, Heffernan Excavating agreed to the three $\frac{3}{4}$ " copper lines and they have been installed on Burpee Road, Bill noted the Selectboard should revisit the issue of putting HDPE (plastic pipe) underground and Alan thinks they should update the water use ordinance.

13. Alan Huizenga moved to go into executive session regarding 2 personnel matters (a disability claim and town report dedication) involving the appointment, employment, or evaluation of public officers or employees and 2 real estate/legal matters (a revolving loan fund matter and a Vermont Health Connect issue) involving the Town where premature general public knowledge of the subject matter would clearly place the Town at a substantial disadvantage. Brian Fox seconded. So voted. The Selectboard met in executive session from 9:50 pm to 10:15 pm, with Therese Kirby joining them for two issues.

Respectfully Submitted,
Therese Kirby, Clerk