

Selectboard Attendance: Chair Sharon Compagna, Alan Huizenga, Brian Fox, Joel Bouvier and John "Peeker" Heffernan. Also attended by: Town Administrator Bill Bryant, Town Clerk Therese Kirby, filmed for Neat TV by Joanna Etko, reported for the Addison Independent by Zac Despart, Road Foreman Peter Bouvier, Mike Menard, Garland "Chico" Martin, Recreation Director Darla Senecal, Krista Siringo, Jill Kopel, Steve Revell, Brett LaRose, Troy Paradee, Peg Kamen, Liam Murphy, Jim Wendell and Dean Grover.

1. Sharon Compagna called the meeting to order at 7:00 pm. Road Foreman Peter Bouvier was here to discuss his proposed FY 2014/2015 budget and to discuss a mailbox concern on the Lower Notch Road. Mike Menard was here to find out the Selectboard's decision regarding the Town raising the mailboxes at the end of Evergreen Drive and correcting his driveway access. Brian Fox feels the Town needs to decide if they are always going to adjust everyone's mailboxes or if they are setting a precedent. Alan Huizenga feels this should be decided on a case by case basis. In his experience in a bid setting the Town would raise the mailbox. Joel Bouvier is also concerned about setting a precedent. Sharon Compagna noted mailboxes are privately owned. Alan Huizenga moved to raise the mailboxes on Evergreen Drive. Peeker Heffernan seconded. Sharon Compagna wanted to know what was done on Burpee Road and Monkton Road. Peter Bouvier said the post office commented on it and the Town did not correct the situation. Peter feels mailboxes are in the Town's right-of-way without a permit, so he does not want to incur the cost of raising them. So voted with 3 yes (Alan, Peeker & Brian) and 1 no (Joel). Discussion of bringing in more gravel to Evergreen Drive to reduce the pitch of the driveway access. Peter Bouvier said he went out 32 feet from the center of the road. Peeker Heffernan asked Mike if he asked Peter if he would put more gravel in his driveway and Mike said no. Peeker feels since they work together, Mike could have asked Peter and had a friendly conversation. Peter said the driveway does drop off, but he stayed in the right-of-way just like other driveways on that road. Peeker Heffernan feels this is an issue Mike can work out with Peter. The Selectboard agreed.

Discussion of the Town Highway FY 2014/2015 budget. The proposed budget has a 3.65% increase. A portion of the increase was due to insurance increases and there was a budgeted salary increase of 2% across the board. Bill Bryant explained the health insurance rate change and change due to health reimbursement accounts. Peter would like the Selectboard to consider increasing the payment in lieu of health insurance to those with the insurance and those without. Peter explained the cost of fuel, blades, equipment supplies, etc are increasing. Peter increased the paving line by \$5,000 to accomplish some of the goals of the Selectboard. Discussion of handling a surplus in the highway budget. Joel would like to see Peter use money from the Capital Road budget to finish the guardrail on Meehan Road. Bill and Peter worked on equipment needs and handed out a spreadsheet that covers those needs through 2019. Peeker feels some of the resale values projected are conservative. Peter said his goal is not to have to bond for anything. Joel would like the Selectboard to know repairs bills on the International versus a Mack are a lot different, so he agrees with Peter's idea of moving towards Mack's. The Selectboard thanked Peter for his time.

2. Darla Senecal, Jill Kopel and Krista Siringo were here to update the Selectboard on the status of the Town Green playground. Darla showed the winning drawing of the proposed playground and noted it would remain in the same foot print of the existing playground. She outlined the proposed features of the winning design and explained there is an understanding that not all elements will be incorporated as designed. The playground will be handicap accessible. Chris Laberge of VLCT said he does not see any red flags with the initial design. Alan Huizenga wanted to know what the surfacing would be. Jill said they are going for "X-grass" it is similar to astro-turf and low maintenance. The target was to raise \$11,000 and they have raised \$13,000. They also received a grant for \$5,000 and another for \$15,000. Joel Bouvier would like the old swings to stay if they can be refurbished. Jill and Darla would like to know how to move forward with bids. Bill said they would have to comply with the purchasing policy and if they are sole sourcing something why. He also said award of contracts would come from the Town. Darla and Jill will work with Bill on this process. Joel feels they need to prequalify bidders. Jill wanted to know if they could expect assistance from the Road Crew and Alan said no. It would depend on the time of year and they would need to work with the Road Foreman directly. Troy Paradee suggested volunteer help. Jill wanted to know if they needed to go through the design review process. Bill explained the history of the ordinance. Alan Huizenga feels the project should go through design review and the Selectboard agreed. Jill wanted to know how much financial support they can expect from the Town. Peeker Heffernan and Brian Fox felt \$15,000 is a ballpark estimate. The Selectboard thanked Darla and Jill for their time and hard work.

3. Peg Kamens, Steve Revell, Liam Murphy, Jim Wendell and Dean Grover were here to discuss water connections and driveway applications for 15 units of co-housing on North Street and Mountain View. Peg Kamens and Jim Wendell formed Hogback Heaven LLC, the company creating Bristol Co-housing. They are proposing creating 2 units in the Tomasi house, tearing down the back of the decaying apartment house and do a gut rehab creating 4 units, the old Peaveril Peake house would have a unit upstairs with a community room downstairs, and they would like to build a duplex and perhaps a few stand-alone units that would conform with the streetscape. There would be common grounds, gardens and shared parking. The only roads would be to create accessibility for the Fire Department. Peg said the units will be individually owned. Dean went over the plan for water services. Alan feels there would be privately owned curb stops on the property and he would like to see all of the water for community use (i.e. Community rooms and gardens) serviced by one meter. There will be 16 total meters as there will be 15 for the units and one for the common areas. The water main and the fire hydrant will need to be upgraded on Mountain View Street. Bristol Co-housing would like to see a cost share with the Town. They proposed a cost share of the \$47,000 in upgrades on the water service to be based on square footage; using that model they would pay one-third. Alan does not feel their proposal is unreasonable and they will discuss it in executive session. Bristol Co-housing would handle the state permitting. The Town would have their engineer administer the construction, but would put Dean Grover's plans out to bid. Bill Bryant calculated the service connection to be \$3250 (13 connections x \$250 each). There will need to be an access easement in place to allow the Town to access the property, to shut off an individual curb stop if needed to shut off one unit's water due to non-payment.

Joel wanted to know about water runoff and Steve said due to the gravel and with natural landscaping, they do not need a storm water permit. Steve Revell explained the design that accompanies the driveway access applications. The curb cuts on North Street are existing, so they do not require a permit. There was a concern about adequate onsite parking, but Liam feels they could possibly require a car share. Bill Bryant explained there is no public parking for overnight, so if they do not have enough onsite parking, it becomes an internal problem for them. Liam wanted to know if they also want a public access easement for the snow plow and the turnaround for emergency vehicles. The Selectboard said yes. Alan Huizenga moved to approve the driveway access application for Peg Kames, Jim Wendell and Hogback Heaven LLC dated November 27, 2013. Brian Fox seconded. So voted.

4. Brett LaRose was here regarding the Fire Departments proposed capital equipment expenditures for vehicle extrication coveralls. Brian Fox moved to authorize the purchase of six sets of vehicle extrication coveralls up to \$2,772. Alan Huizenga seconded. So voted. Brett said the Fire Department has been working hard to provide the Selectboard with a 14 year capital equipment plan and they will do so at their budget meeting. The Selectboard thanked Brett for his time.

5. Troy Paradee was here representing the MAUHS Facilities Advisory Committee to give the Selectboard an update on their process and the need to have significant renovations done to MAUHS. The information may be accessed at www.anesu.org. There was a comprehensive study of the facility done and currently there is no specific plan. However, there is an estimate ranging from 12 to 13 million to get the building up to code and up to 22 to 23 million depending on the scope of the work. The Selectboard thanked Troy for his time.

6. Discussion of the bid for the sale of the Town/Estate of Terry Carter property on the Upper Notch Road. There was one bid for \$15,500 from Eric and Monica Carter. This bid includes both properties for a total of 1.82 acres. There will be a 30 day notice requirement to residents of the proposed sale. The sale will also be contingent on approval of probate court. Brian Fox moved to accept the bid of Eric and Monica Carter for \$15,500. Joel Bouvier seconded. So voted.

7. Discussion of Green Mountain Engineering proposal for assistance with developing a capital improvement study for the Water District infrastructure improvements. Brian Foxed moved to accept the proposal for \$8,700 with Green Mountain Engineering. Peeker Heffernan seconded. So voted, with Alan Huizenga abstaining.

8. Discussion of the easement to Rockwood Block, LLC concerning the Prince Lane project. This is a sub-granted easement from Pomerleau to the Town of Bristol and from the Town to Rockwood Block, LLC. Alan Huizenga moved authorized Chairperson Sharon Compagna to sign the easement. Brian Fox seconded. So voted.

9. Discussion of the water fee abatement request of Lee Swinton for 15 Kountry Trailer Park for \$121.41. Alan Huizenga moved to approve the abatement request of \$121.41 for 15 KTP. Brian Fox seconded. So voted.

10. Alan Huizenga moved to adopt the cash receipts policy as amended on 12/18/13. Brian seconded. So voted.
11. Joel Bouvier moved to approve the following Hub Teen Center grant application submission requests for \$500 to Price Chopper and \$1000 for Shaw's, with no matching funds required. Brian Fox seconded. So voted.
12. Brian Fox moved to approve the minutes of December 2, 2013 as printed. Alan Huizenga seconded. So voted.
13. Alan Huizenga moved to accept the Errors and Omissions to the 2013/2014 grand list. Brian Fox seconded. So voted.
14. Town Administrator's Report: Bill updated the Selectboard on the following topics: ACTR and their \$10,104 request, the Bristol Cemetery Commission is requesting \$7,000 which level funds them from last year, project two of installing LED street lighting and discussion of removal of poles by Comcast, GMP or WCVT for the Main Street project. Joel Bouvier moved to approve Kris Perlee's Solid Waste Implementation Grant application for \$2,100. Alan Huizenga seconded. So voted. Bill handed out the monthly report from S.O.S., we are pumping approximately 200,000 gallons of water a day, but are billing only 80,000 to 100,000 gallons a day, there is an underground storage tank in the Town's right-of-way in front of the Old Trading Post and the road is collapsing. The Road Foreman has filled it several times, but it continues to be a problem. The Town has heard back about this issue from the State of Vermont. Bill would like to work out a deal with John Moyers and the Selectboard agreed. There will be a 150 mile bike ride August 2 & 3, 2014 sponsored by Multiple Sclerosis. They will be using the green for a luncheon. Bill is going to request a proof of insurance and have them contact the Recreation Department to schedule use of the green.
15. Alan Huizenga moved to go into executive session regarding 2 personnel matters involving the appointment, employment, or evaluation of public officers or employees. Brian Fox seconded. So voted. The Selectboard met in executive session from 10:13 pm to 10:30 pm. No other motions were made.

Respectfully Submitted,
Therese Kirby, Clerk