

Selectboard Member's present: Chair Joel Bouvier, Michelle Perlee, Brian Fox, Sharon Compagna, and John "Peeker" Heffernan. Also present: Interim Town Administrator Therese Kirby, Administrative Assistant Jen Stetson, filmed for NEAT TV by Mary Arbuckle, Nathan Hammer, Alan Huizenga, and Jim Quaglino.

1. At 7:02 pm, Joel Bouvier called the meeting to order. Joel Bouvier introduced Interim Town Administrator Therese Kirby. Alan Huizenga was here from Green Mountain Engineering regarding South Street and High Street water line replacement bids. The town received three bids for South Street. Acker Excavating \$43,500, Champlain Construction \$44,076, and Blow and Cote \$51,815. The apparent low bidder was Acker Excavating. There were two bids for High Street, Acker Excavating \$29,500 and Champlain Construction \$35,724.57. Alan Huizenga discussed the contracts for both High Street and South Street. He would like the board to meet with Kevin Camara also of Green Mountain Engineering at their first meeting in June to discuss the Water Distribution Capital Study he has been drafting. This plan will include a street by street cost basis as well as locations that were higher priority. The board discussed both bids. With the South Street bridge being reconstructed right now, repairing this line would never be cheaper. Joel Bouvier asked if the project could be completed right away. Alan Huizenga didn't think this repair would hinder the work being done on the bridge. The board discussed repairing High Street. Brian Fox asked if they needed to spend the money on High Street right now as there are no known leaks. Alan Huizenga suggested waiting to complete this repair as they could save this money and use it for another project. He also mentioned the waterline renovation note matures in 2016 and that money could be used towards obtaining a grant from Rural Development or another bond payment. Brian Fox moved to award the contract for the replacement of the South Street water line to Acker Excavating for the price of \$43,500. Peeker Heffernan seconded. So voted. Alan Huizenga was also here regarding the general services agreement between Green Mountain Engineering and the Town of Bristol. Brian Fox moved to authorize Joel Bouvier to sign the general service agreement with Green Mountain Engineering. Peeker Heffernan seconded. So voted.

2. Nathan Hammer was here representing the Bristol Farmer's Market. The Farmer's Market would like to begin their season Saturday June 7<sup>th</sup> and continue to use the park through October 11<sup>th</sup> from 10 am to 1 pm. This year they will only be using the green for Saturdays. Nathan didn't see any events they would be conflicting with other than the Harvest Festival in September. Nathan asked the Selectboard if they would have to pay vendors fees to remain on the green for the Harvest Festival. Joel Bouvier suggested he speak with Darla Senecal from the Recreation Department. Therese Kirby reminded him that signs advertising the Farmer's Market can be out 24 hours before the market, but must be picked up within 24 hours after. She also asked vendors who generate their own trash to remove it at the end of each event instead of using the public trash cans on the park. She also wanted to remind any vendors that sell alcohol need an outdoor consumption permit issued by the Selectboard. Nathan asked about setting up tents on the green. Joel said Darla Senecal would have more information. The board thanked Nathan for his time.

3. Joel Bouvier discussed the dry hydrant grant application and the 25% match that is required. The Fire Department has never used any money to pay for the match because they have had in-kind donations each year. Joel also outlined the location of each of the dry hydrants. They would remove the dry hydrant from Ron and Connie LaRose's property on Upper Notch Road to reuse on another property. Brian Fox moved to apply for the Dry Hydrant Program from Vermont Rural Fire Protection Task Force for dry hydrants located on Lower Notch road, part of Claude and Peggy Spaulding and Lindsey and Tyler Vincelette's property and on the Upper Notch Road. Michelle Perlee seconded. So voted

4. Therese Kirby explained the 2014 Veteran's Day Parade would like to put no parking signs along the route for the parade and around the park, similar to the set up for the 4<sup>th</sup> of July parade. Therese Kirby had approved the banner application with the understanding they were responsible for putting up and taking down their own banner. Peeker Heffernan moved to allow the no parking signs along the parade route and around the park with all of the posting being coordinated with the Police Chief. Brian Fox seconded. So voted.

6. Sharon Compagna moved to accept minutes from April 21, 2014, April 28, 2014, and April 29, 2014. Brian Fox seconded. So voted.

7. The board signed a special event permit for Whistle Pig Whiskey for June 21, 2014, the Pocock Rocks Festival. They also signed an accounts payable warrant for \$67,645.65.

8. Selectboard roundtable: Joel Bouvier had spoken with Merle Knight about maintaining and cleaning the fountain. Peeker Heffernan moved to hire Merle Knight at his current rate of pay to maintain and clean the fountain. Brian Fox seconded. So voted. Joel Bouvier also had gone to Earth Pro to get a quote for the Bomag. They would take the Bomag for scrap at \$170 per ton. The bomag weighs about 45,400 pounds. The board discussed the cost to move the bomag. Joel Bouvier noted the advertising of the Road Department opening was published in the Addison Independent starting May 5<sup>th</sup> and would run the next two weeks the last day being May 15<sup>th</sup>.

9. Town Administrator's Report: Therese Kirby asked the board about the work to be completed on Mark Brasure's service line. At a previous meeting they had agreed to dig up Brasure's service line, replace and insulate it. Peeker Heffernan wanted to ask the Road Department first if they wanted to do the job. Joel Bouvier asked if they should wait until after June 30<sup>th</sup> based on the Water budget. Therese Kirby suggested they use capital money so the timing of the fiscal year wouldn't matter. Therese showed the board a quote submitted by Doug Corkins for repairs to the bandstand. The board hopes that the work could be completed by the Memorial Day parade. Peeker Heffernan moved to have Doug Corkins complete the repairs to the bandstand. Brian Fox seconded. So voted. Brian Fox moved to award the contract to Scenic Valley to complete the landscaping and re-seeding around the bandstand. Peeker Heffernan seconded. So voted. Therese Kirby reminded the board about the Memorial Day parade on Monday May 26<sup>th</sup>. She also updated the board on the Howden Hall project. Once the landscaping is complete, they would see the balance that remained in the Howden Hall fund. If there is any extra money, Bill Bryant suggested they complete the project by purchasing a small fridge and a microwave to put in the kitchen. Therese Kirby discussed having a generator at the Town Offices as this is the Emergency Management Center for Bristol. Pete Bouvier suggested purchasing a propane generator. Therese Kirby has spoken with Jackman's, and asked the board if they wanted to proceed with getting a quote. Peeker Heffernan suggested getting an estimate from East View Electric to figure out what size generator is needed. The board discussed where the generator could be placed outside of the building. Peeker Heffernan wanted to be sure they complied with all of the zoning regulations as they proceed with this task. Brian Fox moved to hire East View Electric come to size the generator the Town would need to operate Holley Hall as a command center. Peeker Heffernan seconded. So voted. Therese Kirby discussed adding another hatch for cell one in the septic tank. This would involve cutting the concrete to add the hatch which would allow them to pump the cell. Peeker Heffernan said the Town had a tool to cut to concrete 6" to 8" thick, but if the concrete was thicker then Lance Perlee should get quotes for cutting the concrete to bring back to the board. Therese Kirby informed the board Don Gale sent money for the lease and taps. She also discussed Merle Knight's suggestion about entering an agreement with Casella's in regards to electronic waste. Joel Bouvier discussed using capital money for repairs for the bull dozer. Therese Kirby told the board Peter Ryan had found the easement between the Town and Bob and Mary Bingham's on East Street as well as the easement between the Town and Alice Bouvier's property on North Street. Joel Bouvier had spoke with Merle Knight about reducing the grade on the property line and suggested he contact Peeker Heffernan to see what could be done there. Therese Kirby suggested the board decide what they wanted to do about reviews for department heads. The board agreed they would decide on May 19<sup>th</sup>. Sharon Compagna reminded department heads to submit job descriptions. Joel Bouvier asked each department head to come up with an interview question for the Town Administrator position. The board is doing interviews on June 12<sup>th</sup> at 7 pm and 8 pm, and June 13<sup>th</sup> at 7 pm and 8 pm. Joel Bouvier stated when negotiations begin between the Town and the Recreation Club regarding property for a new fire facility he will represent the Recreation Club and recuse himself as a Selectboard member. Peeker Heffernan stated years ago he was President of the Recreation Club and when negotiations begin between the Recreation Club and the Town he would recuse himself from the Recreation Club and would represent the Town as a Selectboard member.

Peeker Heffernan moved to adjourn the meeting at 8:12 pm. Brian Fox seconded. So voted.

Respectfully Submitted,

Jen Stetson  
Administrative Assistant