

Selectboard Member's present: Chair Joel Bouvier, Michelle Perlee, Brian Fox, John "Peeker" Heffernan, and Sharon Compagna. Also present: Interim Town Administrator Therese Kirby, Administrative Assistant Jen Stetson, filmed for NEAT TV by Joanna Etko, Lance Perlee, Mark Simon, and Peter D. Ryan.

1. At 7:00 pm Joel Bouvier called the meeting to order. Kevin Camara and Alan Huizenga joined the Selectboard to present a draft of the Water Distribution System Capital Improvements Study. The Capital Improvement Study includes an inventory of the current water system, which includes the pipe size, the material of the pipe and the year it was installed. The study prioritizes areas of the water system the Selectboard may want to consider replacing first based on age, size and planned road improvements. It also provided future construction cost estimates on a street-by-street basis which included costs for construction, final design and construction engineering. The study excluded water lines that have recently been replaced, or that had planned to be replaced this summer. Joel Bouvier asked about a reference to storm water systems that was made in the cost estimates. Kevin Camara clarified this referenced areas that did or did not have storm water systems. If the street area had a storm water system, the replacement was included in the cost. Alan Huizenga and Kevin Camara would like any comments back by June 16<sup>th</sup> so they can finalize the report. The Board will direct any comments or questions to Therese Kirby who will create one document to send to Green Mountain Engineering. Therese Kirby discussed bonding for one of the projects listed knowing the waterline renovation note matures in 2016. Alan Huizenga discussed different places they could get help funding for repairs. Mark Simon mentioned Bristol qualified for a program to have the state send a company to listen to the Town's water lines to help determine where any major leaks may be. This could change the priority list if a large leak was determined. Peter Ryan asked if there would be any Legislative issue with storm water for Bristol in future. Alan Huzienga doesn't think that would be an issue. Joel Bouvier was concerned with putting in new storm water systems. Alan Huizenga does not think there would be an issue because although it would require treatment, the Town has the capacity within their storm water system to do this. The Board discussed the North Street temporary repair that was done this winter. Joel Bouvier asked Alan if the change in pipe size going up North Street would affect water pressure if they replaced the line with an 8" pipe. Alan Huizenga did not think pressure would be affected. Therese Kirby asked the Board how they want to proceed with North Street. Peeker Heffernan stated there is nothing more to be done until a bigger section is replaced, and they remain hopeful the repairs don't break. Therese Kirby will get a quote for patching North Street. The Board discussed Pine Street and Liberty Street repairs. Alan Huizenga had spoken with Chris Acker about the South Street repair. It was delayed due to the steel delivery, but would be completed once Chis Acker's schedule allowed. The Board thanked Green Mountain Engineering for their time and the completion of the report.

2. Mark Simon joined the Selectboard to present the Town of Bristol with a Water Facility Excellence award from Green Mountain Water Environment Association. Joel Bouvier thanked both S.O.S and Green Mountain Engineering for their help and attention to Bristol's water system. Therese Kirby wanted to clarify work to be done for Mark Brasure's service line. The Board said the main that was exposed in Sargent's driveway was already insulated, that could be covered. They were to replace the line from Brausre's house to where the existing copper line was and they would insulate that piece. Joel Bouvier asked about the water comparison; what we are pumping versus what we are billing. Peter Ryan stated his last calculation showed we were billing 48% of what was being pumped. Mark Simon said they should be billing 75-80%, but he believes part of the problem is old meters. The new meters that have been installed are pass through meters that have no moving parts. Joel Bouvier asked about the status of the meter repair list. Lance Perlee said they had completed most of the apartment buildings, but were waiting to hear back from some property owners. The Board discussed Kilbourn Trailer Park. Peeker Heffernan asked how much the generator burned for fuel per hour and would it be worth running the generator because it is cheaper per hour than using electricity. Lance Perlee said he would look into that but has also considered pumping during off peak hours. This would include turning the pumps off during the day, allowing residents to use the water from the reservoir, but turn them on during the night. This could potentially cut costs due to a decrease in the amount of electricity used and the cost of electricity during that time. Lance Perlee said he would look into this too. The board thanked Mark Simon for his time.

3. Kate Selby from Bristol Downtown Community Partnership joined the board to discuss Pocock Rocks. Kate Selby was in communication with Chief Gibbs about blocking off the street. Peeker Heffernan mentioned the issue with the band tearing down and taking too long. Kate Selby clarified the band would be done playing at 8 pm and streets would be cleared at 9 pm. Joel Bouvier wanted to make sure there would still be access to the Shaws parking lot on the East end. Kate Selby said that entrance would be clear, but the one way entrance between the bank and the old Corner Store would be blocked. Sharon Compagna moved to approve the request from Pocock Rocks to block off main Street from the traffic light to the East entrance of Shaws parking lot on June 21, 2014 from 1 pm until 9 pm. Peeker Heffernan seconded, all were in favor. So voted.

4. Public Forum: Peter Ryan complimented the Board for the work with the water system.

5. The Board discussed the change order from DuBois and King and Addison County Regional Planning. Joel Bouvier asked if either of these change orders were a monetary change. Therese Kirby clarified this was strictly a date change as the contracts needed to be updated for the Prince Lane Park Enhancement Grant. Brian Fox moved to accept the change order from DuBois and King and Addison County Regional Planning, authorizing Joel Bouvier to sign the contracts. Sharon Compagna seconded, all were in favor. So voted.

6. Sharon Compagna moved to accept the Bristol Fire Department request for Capital Equipment Funds in the amount of \$2,976.66. Brian Fox seconded, all were in favor. So voted.

7. The Board discussed the Highway Department job description. Michelle Perlee suggested they include "using a variety of tools," and the ability to accept "constructive" criticism. Joel Bouvier suggested they include "completion of any other tasks as necessary." Brian Fox moved to accept the job description for Highway Department as amended. Michelle Perlee seconded, all were in favor. So voted.

8. The Selectboard approved an accounts payable warrant of \$51,110.51. The Board also signed special event permits for Pocock Rocks for the following vendors: Cubbers, Fiddlehead Brewing, Champlain Orchards and The Burlington Beer Company.

9. Sharon Compagna moved to approve minutes from May 19, 2014. Brian Fox seconded, all were in favor. So voted.

10. Selectboard Round Table: Michelle Perlee asked about the lease with Recreation Club. Therese Kirby asked if the Board wanted to continue to pursue the lease knowing they were entering property negotiations. Brian Fox suggested not negotiating a lease until more clarity is provided in regards to the purchase of the land. Michelle Perlee stressed the importance of having a lease based on the timetable for the Fire Facility Project. Therese Kirby will discuss the status of the lease with Troy Paradee. Brian Fox asked about the bushes around the bandstand. Therese Kirby said it had been completed and seeded today. Peeker Heffernan asked about the stone garden on the corner of North Street and Crescent Street being too close to the road. Therese Kirby will work with Pete Bouvier to notify the property owner. Sharon Compagna thanked Merle Knight for getting the fountain running as well as Joel Bouvier and Dave Whitcomb for the assistance they provided to Merle. Joel Bouvier had spoken with Ken Weston in regards to a logger that was going to log his property. Ken Weston asked the Town if they wanted that logger to do any work they needed on the Town's property (the old Saunders property) that abuts his while he is there. Therese Kirby will contact Ken Johnson asking for his opinion on having some trees removed there.

11. Town Administrator Report: Therese Kirby updated the Board about the work Doug Corkins had completed on the bandstand. Brian Fox moved to appoint Bill Brown to the Planning Commission for a one year term expiring March 2015. Michelle Perlee seconded, all were in favor. So voted. Therese Kirby had spoken with Troy Paradee the President of the Bristol Recreation Club in regards to property negotiations for the Fire Facility. Jen Oxford, Ron LaRose and Betty Farr will represent the Recreation Club. The Board discussed who would represent the Selectboard in negotiations. They agreed that Therese Kirby, Michelle Perlee and Peeker Heffernan will represent the Selectboard in negotiations. Therese Kirby had spoken with David Brynn and Scott Hamshaw from the Watershed Center. The

Watershed Center was going to meet as a group to come up with some solutions to the parking problem. They would be willing to split the costs for the signs, if they couldn't designate another area for off street parking. Joel Bouvier asked if an ordinance had to be written for the No Parking. Brian Fox said an ordinance would have to be written or amended for the signs to be effective. Peeker Heffernan thought the issue would go away if they created more off street parking for the Watershed Center. Therese Kirby discussed the issue of the cemetery water line. She had spoken with Donald Lathrop about potentially installing a 65 gallon tank with a spigot versus replacing the water line. The Board agreed that if they decide a tank would work that is how they would like to proceed. The Board discussed potential locations for the tank. Therese Kirby discussed the quote from Lincoln Applied Geology for the removal of underground storage tanks. She had contacted the State to see if any grant money was available, but there was not. Pete Bouvier would like to complete this project in June. The Board discussed the costs that outlined the quote. There are three tanks, Howden Hall, the Town Garage and the old Trading Post. Michelle Perlee asked about the information John Moyers was giving to the town. Therese Kirby had already spoken with Lincoln Applied Geology and they would use that information which would cut the cost for that quote. Joel Bouvier discussed making sure Mountain Street was repaved before the 4<sup>th</sup> of July. Brian Fox moved to hire Lincoln Applied Geology to remove the underground storage tank at Howden Hall, the Town Garage and the old Trading Post. Sharon Compagna seconded, all were in favor. So voted.

At 8:35 Brian Fox moved to go into executive session regarding one personnel matter involving the appointment, employment, or evaluation of public officers or employees and legal matters/real estate negotiations involving the Town where premature general public knowledge of the subject matter would clearly place the Town at a substantial disadvantage. Peeker Heffernan seconded, all were in favor. So voted.

At 9:15 pm the Selectboard came out of executive session. Brian Fox moved to offer the appointment of Interim Town Clerk and Treasurer to Jen Stetson until the March 2015 election; effective July 1, 2014. Peeker Heffernan seconded. So voted.

Meeting adjourned at 9:18 pm.

Respectfully Submitted,

Jen Stetson  
Administrative Assistant