

Selectboard Member's present: Chair Joel Bouvier, Brian Fox, Sharon Compagna, John "Peeker" Heffernan and Michelle Perlee. Also present was Town Administrator Therese Kirby, Town Clerk Jen Myers, filmed by Mary Arbuckle for NEAT TV, Zach Despart for the Addison Independent, Jim Quaglino, Police Chief Kevin Gibbs, Fire Chief Brett LaRose, Amos Martin, James Goodyear, Karen Moore, Diane Cushman, Mark Bouvier, Jarett Kimball, Chris Griggs, PJ Ryan, Chad Perlee, Jared Allen, Cecil Foster, Peter Coffey, Brian Wendel, Lance Perlee, Matt Lathrop, Eric Forand, Gerry Slager, Kris Perlee, Nate Bouvier, Fred Baser and Porter Knight.

1. Chair Joel Bouvier called the meeting to order at 6:01 pm.
2. Police Chief Kevin Gibbs joined the Board to discuss the proposed Town Response & Contracted Patrol Policy. Chief Gibbs gave the Board an updated copy of the proposed policy. This policy tries to accomplish both Police Department responses to the Town as well as medical responses. The Chief has contacted both the Rescue Squad president and the Lieutenant at the Vermont State Police in regards to response to their preference for assistance. The Board discussed response to medical calls. The Board is concerned who would be liable for workman's compensation if the Police Department responds to a Rescue Squad call and someone is hurt. The Chief said his information from the President of the Rescue Squad, was that if they were on their roster, the Rescue Squad's insurance would pay. Sharon Compagna would like to see the Chief confirm that. They discussed the Town's contracted patrol. The Chief stated typically this has been happening the last week of every month. Therese Kirby asked about a contract between the Town and the Police Department and the expectation of hours per month. Peeker Heffernan said they hired the Bristol Police Department with the expectation they would work the same number of hours the sheriff's department had been. Michelle Perlee asked about the billing and the fees for each call out. Chief Gibbs said they are currently billed at \$45 per hour. Therese Kirby asked how the revenues would be distributed. Chief Gibbs discussed how he would like the revenues to be allocated. He recommends once the revenues have been met to cover the amount of the contract, the Town and the district split the excess funds. The Board discussed the current allocation of revenues for Police Department fines. The Board agreed when going to traffic court the Police Department should bill for time. Therese recommended they review this policy each fiscal year and make some changes to this draft before they adopt it.

Kevin presented a list of ordinances and policies he would like to review and update, but will not review this with the Board until after the budget is complete.

3. Cecil Foster, a representative of the Bristol Fourth of July Committee, joined the Board to discuss the use of Park and School Street on the 4<sup>th</sup> of July. With the new playground, it has eliminated usable space for the 4<sup>th</sup> of July festivities. The 4<sup>th</sup> of July Committee is requesting to close Park Street and School Street to use as excess space for vendors. Sharon is concerned eliminating parking, especially the Baptist Church parking lot. Cecil said he will meet with the Baptist Church to discuss use of their parking lot. Brian Fox moved to allow the 4<sup>th</sup> of July Committee to close Park Street and School Street on July 4, 2015 from 7am until 4pm. Michelle Perlee seconded, so voted.
4. The Board discussed the report done by Childs Engineering for Station One. Michelle Perlee asked about the pounds per square inch on the second floor. If they remove the pool table, she wondered if it would give some more allowance in the upstairs. Therese Kirby said no. Therese discussed the septic

issue Station One currently has. As requested, they used a camera on the septic system. While using the camera on the system they found the septic went back under Station One until the system would not allow them to go any further. From that point they cannot figure out where the system goes this has potentially caused some of the erosion in the basement of Station One. Therese also said creating usable space in Station Two would trigger permit requirements from the State. After meeting with Ed Hanson, he proposed constructing a room within Station One, which would allow the use of current utilities, create a small area for meeting space, and continue to give them a bathroom and mop sink to use. Peeker asked if it was worth leaving the current septic since it is currently working, if the septic fails, then they should address the issue immediately. Michelle asked if they needed a 2500 gallon tank for the septic. Therese explained that they may be able to reduce the size of this tank based on other changes that have been made. Fire Chief Brett LaRose is under the impression the septic system has failed. He asked if they left the system as is, would it continue to erode the basement of Station One? Is this considered a health hazard? Therese said the estimated cost for the construction of the room inside Station One along with the getting the septic permit will cost about \$10,000. Therese discussed the current estimates she received from Ed Hanson and East View Electric. She also explained the different heating options. Peeker said this is not a fix, this is addressing the current issues. Therese suggested they use \$3,000 out of the Fire Department's current heating fuel line and fund the rest of the project with Capital Building money. Eric Forand said just because the affluent isn't coming back up doesn't mean the tank hasn't failed. Michelle said they are starting the process for permitting the septic. Matt Lathrop said the Board has been reactive and thinks they need to be proactive. Chris Griggs asked if the size of the tank was necessary based on what could go there in the future. Therese explained Green Mountain Engineering will begin the permitting process. Mark Bouvier asked why they couldn't pump where the current system is. Peeker said they don't know where the system goes. Therese said they are cautioned to dig within the basement as it could cause alteration to the current structure. Brett thanked everyone who had helped move this process along. Mark Bouvier asked when the offer was made to the Recreation Club. Therese said it was offered in October, they tabled the discussion until their December meeting due to heated discussion about the offer. Mark asked why negotiations are not happening simultaneously. Therese said trying to negotiate in good faith with the neighbors if they haven't received a sure answer from the Recreation Club didn't seem fair. Brian Fox moved to spend up to \$10,000 to include, the construction, electrical and septic permit with \$3,000 coming from the Fire Department fuel line and the remaining balance coming from the Capital Building fund. Sharon Compagna seconded, so voted.

Therese discussed with the Board when they would like to appoint a design review committee for the Fire Station. Peeker Heffernan asked Gerry Slager and Diane Cushman if they felt nine members was a good number to work with. Diane said an odd number was better than an even number and it also allowed for a needed absence. They agreed nine was a good number. It was agreed to ask for names of people who are interested, so they can get started. Brett said they need clear goals and objectives for the committee. Gerry Slager said he would recommend bringing in someone who actually could design and address all the needs of the Fire Department. Joel suggested asking the residents of Bristol for design money at Town Meeting. Kris Perlee said time is of the essence and the process should not be drawn out. Joel said he would like a special meeting to identify goals and objectives. The Board decided any Fire Fighters interested in being a part of the design committee will contact Chief Brett LaRose. Brett will contact the Fire Facility Site Selection Committee members to ask them if they are interested in being on the design committee, and if so, to contact Town Administrator Therese Kirby directly.

The Board discussed having a survey at Town Meeting asking voters what they would vote for financially and where support lies. The Board is concerned with using numbers. Kris said instead of putting price ranges ask them for a threshold, what they can afford to vote "yes" for. Porter Knight agreed creating awareness is important, but suggested they publicize a timeline versus using a survey.

4. The Board discussed repairing the wheels on the coach house. Joel had spoken with John Roleau who said it would cost about \$600-\$700 for shipping one way to Ohio. Brian Fox asked if there was someone closer. Joel will research to see if someone is closer who can repair the wheels.

5. Brian Fox moved to approve the Recreation Department's application for a grant from the National Gardening Association for a \$500 gift certificate for gardening supplies. Michelle Perlee seconded, so voted.

6. Peeker Heffernan moved to approve the application for the Bristol Police Department to apply for a grant from Governor's Highway Safety's Equipment Incentive Program for up to \$5,000 in equipment. Sharon Compagna seconded, so voted.

7. The Board discussed the leak repair completed by Masterson Excavation.

8. Therese Kirby updated the Board on the status of the Landfill. She and Merle Knight met with Omya and this product could save them \$400,000. This product has been approved by the State. They also met with Resource Management Inc. about their product. Therese spoke with Buzz Surwillo about using the product RMI offered. He said they could use the product RMI offered, but he would have to research whether this could be used for cover in the meantime. Resource Management Inc. is looking for a successful a project in Addison County and they have reduced their price further. Therese has reached out to ANR asking if they have a committal letter from either Omya or RMI stating this is how much money would save them, could this reduce the amount of money needed to be deposited into the Landfill Closure Fund. She has not heard back from them. Therese did get permission to stock pile the material. Michelle Perlee asked if RMI material was viable for top soil or regular cover. Therese said she is waiting to for clarification on that, and has a meeting with them on Wednesday at 10 am. Joel is concerned with the consistency of the material. Peeker said it had been an issue in the past, but it may have changed. Merle Knight said using RMI could lengthen out the project based on the distance RMI is from Bristol.

9. The Selectboard approved an accounts payable warrant in the amount of \$\_\_\_\_\_.

10. Sharon Compagna moved to approve minutes from November 24, 2014 as amended. Michelle Perlee seconded, so voted.

11. Town Clerk Round Table: Jen Myers and Brain Fox have been working with Jeff Stetson to find a solution to disposing of Christmas trees. Jeff Stetson is willing to do this as a fundraiser for the Mount Abraham Union High School Baseball Team's annual trip to Florida. They will collect trees and the Town will rent a wood chipper. Brian Fox will donate his time to run the chipper on Saturday, January 10, 2015. The Baseball Team will charge \$10 to pick up a tree and \$5 if you bring the tree to the Landfill yourself. The Town is requesting the Baseball Team reimburse the Town for the cost of the rental and any gas that is purchased to run the chipper, with excess proceeds to be given to the Baseball Team. Jen will get a quote from the Addison Independent to publicize at least once for the event, which she will

bring to the next meeting. It currently is posted to the website, will be posted on Front Porch Forum and displayed at the Town Offices. Anyone interested in using this service should contact Jeff Stetson at Mount Abraham.

12. Selectboard Roundtable: Michelle asked about the trees on Meehan Road not being cut yet. Therese said Peter Bouvier has continued to contact Job Corps and he continually runs into problems. Sharon Compagna has heard from Addison County Community Trust. They have purchased the senior housing on Mountain Street and they plan to renovate the housing and plan to continue to offer affordable senior housing. She commended the Recreation Department for their work with their Memory Tree Lighting and Candy Cane Hunt followed by the chocolate walk. Joel mentioned the list of meter repairs Jen Myers had created. The Board agreed they would like the entire list repaired by January 30, 2015. After each read they would like a list created, any meter on that list must be repaired within 60 days, so they are up to date on repairing meters.

13. Town Administrator's Report: Therese Kirby is looking for a Selectboard member to be here on the 18<sup>th</sup> at 9am for the Drinking Water Revolving Loan Fund meeting. Brian Fox said he would. She also asked the Board if they wanted to hire someone to assist with shoveling out fire hydrants. The Board agreed to enforce their contract with Simon Operational Services to have them complete the work. Therese has worked with department heads and is completing a preliminary budget. She has found a way to save on Short Term and Long Term Disability. She also has considered the changes that will take place with Medicare and Social Security in 2015, as well as providing information regarding employees contributing to Health Insurance Premiums. Therese and Fire Chief Brett LaRose will be meeting with the Executive Board of the American Legion in hopes of the Legion allowing the Fire Department to meet there for their monthly meeting at no charge. Therese met with Tom Riley of Salem Engineering in regards to the septic issue for Holley Hall. He suggested dumping two 5 gallon pails of water per day where the mop sink was to flush the system. If this fix does work, they can engineer and install a valve that will do this automatically. She also said a storm window has been installed in the Recreation Office. Joel Bouvier will follow up on the storm door and is bringing shelving down this weekend. Therese said the tax sale has been canceled, as everyone paid. She also spoke with Police Chief Kevin Gibbs about selling the cruiser. He said the cruiser will be sold December or January.

At 8:50 pm Michelle Perlee moved to go into executive session to discuss the evaluation of two public officers or employees under the provisions of Title 1, Section 313(a) of the Vermont Statutes. Brian Fox seconded, so voted.

At 9:40 pm, the Board came out of executive session and made the following motions:

Brian Fox moved to terminate a part-time employee at the landfill due to violations of the Town's personnel policy, with notice of the appeal process to be provided to said employee. Michelle Perlee seconded, so voted.

Peeker Heffernan moved to instruct the Treasurer, Jen Myers to increase the Town Administrator's salary per her contract. Brian Fox seconded, so voted.

The meeting adjourned at 9:45 pm.

Respectfully Submitted,

Jen Myers  
Town Clerk