

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, Mary Arbuckle with NEAT TV, Fire Chief Brett LaRose, Jim Quaglino and Sergeant Randy Crowe.

1. Chair Joel Bouvier called the meeting to order at 6:05 pm.
2. Fire Chief Brett LaRose joined the Board to request the use of Fire Department Capital Equipment Funds to replace personal protective equipment for fire fighters. The Fire Department had completed their annual equipment inspection and found they needed 12 pair of gloves, 7 pair of boots and 4 helmets. The Board discussed what should be purchased in the supply line versus the Fire Department Equipment Funds. Brian Fox moved to authorize Brett LaRose to spend up to \$3241.79 out of the Fire Department Capital Equipment Funds. Michelle Perlee seconded, so voted.
3. The Board informed Fire Chief Brett LaRose the design and the permit for the septic tank on North Street is moving forward. Peeker Heffernan also discussed the Capital Equipment Fund. The Board decided to level fund the Capital Equipment Fund, they have budgeted for \$20,000 versus using any of the undesignated fund balance. Brett asked if they were still considering the proposed Capital Apparatus Fund. The Board said yes. They have decided to ask voters to contribute two cents on the tax rate. Therese Kirby said if the Board felt they needed to cut other places within the Fire Department budget they might consider the rental of the N.H. Munsill Facility. Brett requested if they needed to cut money out of the Fire Department budget they look at other line items because that was a non-negotiable rental rate from N.H. Munsill.
4. Sharon Compagna moved to accept the 2015 Certificate of Highway Mileage. Michelle Perlee seconded, so voted.
5. Therese Kirby explained to the Board the closing of the Town and Terry Carter's property on Upper Notch Road should move forward soon. Brian Fox moved to authorize Town Administrator Therese Kirby to sign Quit Claim Deed and Distribution of Proceeds Agreement on behalf of the Board as a duly authorized agent. Sharon Compagna seconded, so voted.
6. The Board discussed the request from Addison County Transit Resources to increase their appropriation. The Board agreed they would give ACTR half of their request this year and the other half next year. Therese explained Bristol Downtown Community Partnerships request for an appropriation. The Board discussed adding \$2500 to the park maintenance line in case they needed to cover the cost of the flower pots on Main Street. They agreed not to budget for this money, as Bristol Downtown Community Partnership requested the flower baskets the Board agreed, but said they wouldn't take part in maintaining them. Therese will be attending a meeting on January 28, 2015 regarding BDCP and State requirements. The Board reduced the Fire Department Building maintenance line by \$1500, with the understanding, any building maintenance that needed to be completed would be, but due to the current status of Station One reducing this amount was a good option. Therese Kirby stated the changes that had been made in the budget. With these adjustments they are looking at a 3.50% increase raised by taxes. Board discussed different places they could cut from the budget. Joel Bouvier suggested putting a limit on the number of times they could mow during the summer season. The Board talked about making the Hub Assistant a seasonal position. They also discussed the pottery studio and

potential changes that could help alleviate some expenses there. The Board clarified the part-time administrative help for Police Department; the budgeted amount is for 15 hours per week. The Board discussed the Landfill budget. Peeker Heffernan asked if there was any chance that Mike Menard would be able to cover the Landfill during his normal work day. Therese Kirby said she will ask Pete Bouvier. The Board discussed the Sewer Budget. The Board discussed the Water budget. Jen Myers will talk to Lance about using his listening equipment on the service lines when he is repairing the meter. Therese explained this budget shows a line for meters which will hopefully allow us to create an inventory on meters if the entire line isn't spent on repairs that need to be completed. Jen Myers explained the current health insurance plan the Town offers to employees. She discussed the how the employee exposure had changed over time. Jen had reviewed two different options with Therese that could increase exposure. One option was to take a payroll deduction for a percentage of the premium the employee uses. The other option is you could increase the employee out of pocket exposure by increasing the out of pocket cost before the employee is eligible for Health Reimbursement. Therese and Jen will further discuss these options and come to the Board next meeting with a recommendation.

7. The Board discussed the draft warning for Town Meeting. The Board discussed different pieces of the Town Report Therese Kirby had compiled.

8. The Board signed an Accounts Payable Warrant in the amount of \$77,949.15

9. Sharon Compagna moved to approve amended minutes of January 5, 2015 and January 12, 2015. Michelle Perlee seconded, so voted.

10. Sharon Compagna moved to authorize Joel Bouvier to sign Merchants Bank Resolution to add Jen Myers to the associated account. Michelle Perlee seconded, so voted.

11. Selectboard Round Table: Michelle asked about the Revolving Loan Fund and the water rates. Sharon Compagna reminded village residents there is no Christmas Tree pick up in the village anymore.

12. Town Administrator's Report: Therese Kirby explained the Police Departments call out pay and the on call pay. Peeker Heffernan asked if they get called out and if they finish the call before is this the same call out. Brian Fox explained if you were out on a call and you were paged to another call you don't get call out pay again. If you get home and call dispatch to say you are off duty again and get called out again then you get paid for call out again. Sergeant Crowe confirmed this.

At 9:00 pm Michelle Perlee moved to go into executive session to discuss negotiating or securing a real estate purchase to lease option, pursuant to 1 V.S.A. § 313 (a)(2) and to discuss the appointment or employment of a public officer or employee, pursuant to 1 V.S.A. § 313(a)(3). Sharon Compagna seconded, so voted.

At 9:45pm executive session ended. Michelle Perlee moved to accept resignation of Brian Fox from the Bristol Police Department. Peeker Heffernan seconded, so voted.

Sharon Compagna moved to authorize Town Administrator Therese Kirby to hire Bill Benton Appraisers to appraise 30 acres of Town land off of West Street.

At 9:50 pm the meeting adjourned.

Respectfully Submitted,

Jen Myers
Town Clerk