

Selectboard Member's present: Chair Brian Fox, Joel Bouvier, Sharon Compagna, John "Peeker" Heffernan, and Michelle Perlee. Also present was Administrative Assistant Pam Correia, Mary Arbuckle filming for NEAT TV, Jim Quaglino, Assistant Fire Chief Eric Forand, Fire Chief Brett LaRose, Jared Kimball, Peg Martin, and Patrick Rowe.

1. At 6:13pm, Selectboard Chair Brian Fox called the meeting to order and started the meeting with the Public Hearing on the VCDP Grant.

2. Peg Martin and Patrick Rowe joined the Board to talk about the VCDP funds received to open the dental practice Red Clover Family Dentistry. Peg expressed her gratitude and thanked the Town for being so co-operative and helpful to them through the grant process. The Board did not have any disputes and conveyed their support of the grant. The Public Hearing closed at 6:17pm.

3. Eric Forand joined the Board to discuss a request to use "Go Fund Me" to assist in raising money for the new fire facility. He stated the Fire Department has received \$11,625 in donations and are in the process of applying for \$8,900 in grants. He stated he has been speaking to numerous businesses regarding furniture and local craftsmen about building some built-in desks and other furniture. Eric stated the needs list is \$75,000 to furnish the entire station and N.H. Munsill has given money. To date, N. H. Munsill has voted to donate \$31,000 from funds they received in the past and fundraising they have done over the last two decades to fund some of the larger items. Eric stated \$30,000 - \$35,000 is still in need and other funding sources are being worked on. Eric explained the ease and convenience of using "Go Fund Me". Also, there will be a link directly on the Town website. If someone would like to donate they may, drop off at the Town Office, or mail a donation without using "Go Fund Me". If someone donates via the "Go Fund Me" site, an 8% processing fee goes to the owners of the site and the remaining 92% comes to the Town. The Board discussed the benefits of using in-town, local financial institutions versus outside banks. Eric stated he would like to stretch the money by making it go further and buy new furniture if possible. He is setting the bar higher for fundraising and is in hopes Middlebury College and Champlain College can help out to fill the gap. The Board briefly discussed grants, other donations, the processing fees associated with "Go Fund Me" and how they will affect the balance of any funds. Eric explained to the Board the logistics and exactly how the "Go Fund Me" process works, in keeping in line with the Town Treasurer. He stated he will manage the "Go Fund Me" Account in-house at the Town Office. Michelle Perlee moved to allow the Bristol Fire Department to set up a "Go Fund Me" account to assist in raising money for furniture, kitchen equipment, and fire equipment needs for the new Fire Facility. Sharon Compagna seconded, so voted.

4. Brett Larose and Jared Kimball joined the Board to give a brief overview of what happened to the mini pumper. Brett stated the mini pumper failed a pump test, parts needed to be replaced, and the mini pumper failed the pump test once again. He stated \$3,400 has already been put into the truck and to correct the problem, another \$9,000 is still required to bring the truck into compliance. Brett stated the mini pumper drafts water out of rivers, ponds, and dry hydrants and it needs a new impeller. Jared stated he had been in touch with John Cameron at KME and he advised him to re-machine the impeller that is there; John has had excellent success with it. Joel Bouvier asked what the life expectancy would be. Jared advised the impeller would be like new. The Board briefly discussed the wear and tear. Brett stated the mini pumper doesn't draft in many water sites and has to pass certain criteria in order to meet maximum expectations. The Board discussed what the pump should be doing to perform properly. Brett stated it is operating now at 80% or less efficiency. Peeker Heffernan added it has steadily gone down. The Board asked what kind of warranty there was on the new impeller. Brett stated the impeller would have a 90 day warrantee. The mini pumper is a 23 year old truck and Brett would like to keep it operating 10-15 more years. Brett believes investing in a new impeller would be a good investment to prolong the age of the truck and necessary to be effective and safe to provide water. The Board asked if the impeller could be remanufactured, rebuilt, or if it is too far gone. Brett stated they won't know that until they take it apart and look at it. Peeker asked about the turn-around time for re-machining. Jared stated it would be short due to the company being local. Brett stated he is looking for the green light from the Board and, with this, Jared would call the company tomorrow. Brian Fox asked where Brett would spend the money from. Brett stated he would like to utilize \$4,000 from the Operating Budget and the remainder would come from the Fire Department Capital Equipment Fund. Since the Board feels there is an emergency for funds, they discussed what other needs could wait in order to fund this priority. Joel Bouvier stated he would like the expense to come out of the budget and not touch the Capital Funds. Brett will meet with the Town Treasurer and Town Administrator to go over the best way to pull the funds. Sharon Compagna moved to proceed with the needed repairs to the mini pumper up to the cost of \$12,500 to replace the pump and to sit down with the Town Treasurer and Town Administrator to discuss their financing preference and which funding option will work best. Michelle Perlee seconded, so voted. Brett thanked the Board.

5. Public Forum: Brett LaRose discussed with the Board the pool table in the old Fire Station and about spending money to put the pool table in the new Fire Station. Brett stated he is looking for guidance from the Selectboard in reference to a place in the building for the pool table. It could possibly go in the antique bay. Brian Fox stated the Fire Design Review Committee did not spend extra on the antique bay to put a pool table in it. The Board discussed the value, potential use, and a good location for the pool table. Brian stated he would like to leave it up to Brett to make the decision of whether the pool table,

which belongs to N. H. Munsill, goes into the new fire house or not and allow members to give their input to help make the decision. Brian Fox and Sharon Compagna stated they would like the pool table to go to the N. H. Munsill members and not into the new building because of plans already put in place. Peeker Heffernan conveyed the importance of the historic preservation of the pool table. Brett stressed his appreciation of history while also respecting the voter's wishes. The Board stated the Committee cut corners to save money and shouldn't spend more money to accommodate a pool table. The Board supports the earlier decision made by the Committee to not allow the pool table to go into the new fire house. Joel Bouvier stated he would like to reserve judgement until the sheetrock is up and wait until further down the road to make a decision when the building is more complete. Therefore, the consensus of the Board is not in favor of allowing the pool table to go into the new building, with Joel Bouvier undecided. Sharon stated if the topic comes up again, the Board can discuss it again at a future meeting. Brett thanked the Board for their support. Peeker Heffernan moved to allow Chief Larose to mandate that the pool table does not go into the new Fire Station, Sharon Compagna seconded. Peeker Heffernan, Sharon Compagna, Michelle Perlee, and Brian Fox are in favor, Joel Bouvier is opposed.

6. Joel Bouvier moved to allow the Vermont Paddler's to hold the New Haven Ledges Race 4/16/16 with 4/23/16 as a back-up date. Sharon Compagna asked about the trash that could be left from the race. The Board did not believe this would be an issue. Sharon Compagna seconded, so voted.

7. Joel Bouvier moved to approve the Excess Weight Permit Policy. Michelle Perlee asked about Question #3 on the policy which pertains to agricultural vehicles. The Board discussed it briefly. Sharon Compagna seconded, so voted.

8. Peeker Heffernan gave a brief update on the Fire Station Project. He explained that an RFP for the water line and road work will go out to five contractors. The road is expected to go in by April 21st. The water line needed to go into the bid so there would be no questions if the road settled. Peeker also explained the process of the Town being permitted to put the water into the station and to get the road in.

9. The Board discussed the appointment of the Fire Chief and Deputy/Assistant Chief. Peeker Heffernan stated through the Personnel Policy, members can come to the Town Administrator to voice personnel or personality issues and it is a way a member is able to voice his or her concerns. Peeker also stated he is concerned about the volume of members coming to Therese Kirby to voice complaints. He stated there should be someone that can come to Therese on behalf of the members. There are some members not willing to take the risk and not willing to come to the Town Office. Peeker stated he is concerned about communication with the Selectboard and losing membership in the Fire Department. The Board briefly discussed the need for a check and balance system and getting the members to understand the whole concept. Joel Bouvier stated limiting the appointment to a maximum of 10 years does not allow for growth and members want to be like other Town departments. Pertaining to the term limit and being volunteer or not, Peeker stated if there is no room for growth, people lose interest and creates turnover. The Board discussed briefly the matters of insurance, alcohol at annual dinners, and disability and also discussed in detail Fire Department members being treated like Town employees as compared to other departments, members-at-large, and changing the status mechanism for grievances. The Board will revisit this topic at a Selectboard meeting in the near future. Joel stated the Board should come to a department meeting and discuss with the members at some point.

10. The Board discussed the hiring process for part-time employees at the Police Department. Michelle Perlee stated she would like Therese Kirby involved in the hiring and screening of officers. Peeker Heffernan stated any other department head does not just go ahead and hire. The Board discussed the process of the Department Heads hiring on their own and any red flags that may potentially come up. The Board stated, with involving Therese Kirby in the interview process as another set of eyes, no power is being taken away from Police Chief Kevin Gibbs. Joel stated when the candidates are narrowed to the final few, he would like to see three people on an interview committee. The Board did not see that as micro-managing. The Board discussed the policy regarding hiring. Michele stated she would like Department Heads to look at what the policy says and follow it regarding hiring. Sharon Compagna was surprised the policy was not being followed by the Police Department. The Board discussed whether Town Administrator Therese Kirby should be sitting on the Hiring Committee. Jimmy Quagliano stated the consensus with the hiring process should include the Administrator and a Selectboard member on the Committee. The Board discussed the process which should be to know the prospective hire before the hire and the same process applies as other departments. Peeker Heffernan moved the Police Department needs to involve the Town Administrator during the hiring process and the process needs to be the same for all Town departments, Michelle Perlee seconded, so voted.

11. The Board approved an Accounts Payable Warrant of \$46,498.91.

12. Sharon Compagna moved to accept the minutes of January 25, 2016 as printed, Michelle Perlee seconded, so voted.

13. Sharon Compagna moved to approve the liquor license for Shaw's Beer & Wine. Joel Bouvier seconded, so voted. Joel Bouvier moved to approve the liquor license for RiteAid. Sharon Compagna seconded, so voted. Sharon Compagna moved to approve the liquor license for American Legion Post #19. Peeker Heffernan seconded, so voted. The Board approved the liquor license for Mary's Restaurant at the January 25, 2016 meeting; it was brought back to the Board for signatures.

14. Selectboard Concerns: Michelle Perlee wondered about the status of the generator. Brian Fox stated yes, it was good to go. Peeker Heffernan expressed his dissatisfaction with the power and phone company; they are working in the Town right-of-way without traffic control. Brian Fox wondered if they had any exemptions from this. Sharon Compagna requested the Town clock be put back on the correct time. She also mentioned, while looking over the Revolving Loan Fund, there is one particular account that has not made a payment since October. The Board advised Sharon the Town Treasurer, Jen Myers, has a plan in place to resolve this matter. Sharon also asked about the Water Repair List, stating there are eight still on the list which have been since about Sept. 29<sup>th</sup> and October 1st. Joel Bouvier wondered about the possibility of putting a policy in place outlining the repair of meters and not being four or six months out. The Board briefly discussed replacement. Joel asked about the back parking lot of the new Fire Station and if it will be paved. Peeker stated the parking area where personal vehicles park will not be paved. Joel stated the grader is back on the road and working well and thanked the Road Crew. Brian Fox wondered who is in charge of taking down the Christmas lights and Christmas wreaths; he stated it is time to take them down and the wreaths are not attractive at this point since they are turning brown. He also stated he would discuss this matter with Town Administrator Therese Kirby.

At 7:44 pm, Michelle Perlee moved to adjourn, Joel Bouvier seconded, so voted.

Respectfully Submitted,

Pam Correia  
Administrative Assistant