

Selectboard Member's present: Chair Michelle Perlee, John "Peeker" Heffernan, Peter Coffey, Ted Lylis and Joel Bouvier. Also present was Town Administrator Therese Kirby, Town Clerk Jen Myers, Mary Arbuckle filming for NEAT TV, Alan Huizenga, State Representative Fred Baser, Jamie Simpson, Jim Quaglino and Deb McGuire.

1. At 7:00 pm Selectboard Chair Michelle Perlee called the meeting to order.
2. Deb McGuire joined the Board to discuss the USDA financing for the West Street water project. Therese said the concern is we were told we would most likely qualify for the grant of up to 45%, but were then notified we didn't receive grant money. Deb said grants from the USDA are for the neediest communities; to qualify you must meet income and population requirements. After you qualify under those criteria, you are then compared to similar water systems of your size, your user fees and whether your users can pay for the debt within user fees. Deb explained the USDA financing is primarily a loan program with the possibility of receiving grant money. She said while many towns qualify for grant funding, the USDA isn't able to award each town grant funding, because of the minimal grant monies they are receiving from the Federal Government. Joel stated the concern is, it feels like Bristol is being penalized for running the system well. Deb said the project Bristol is completing is comparatively costing less than other towns of similar size and systems. Peeker said the difficulty is we were encouraged to apply for the money because it was there and we were told the USDA wasn't getting enough applicants, and we were eligible to receive up to 45% forgiveness. We had to pass a bond vote, which we sold the vote on the potential that we would be receiving this money. Joel said this Board and previous Boards have considered the other waterline upgrades and decided what was most important. Ted asked why the underwriting for the project can't be done before the bond vote. Deb said in the usual course of business, they tell the applicant the interest rate that is currently being offered and to plan on only receiving a loan, should you not be approved for the grant. It is too complicated to complete the underwriting prior a bond vote because they don't know if a Town is committed to do a project until after the vote. Alan Huizenga said timing is everything; the USDA doesn't know the amount of applications they will receive. He also said the State will reward towns who use other agencies for funding and Bristol could be eligible for up to \$50,000 of forgiveness for the engineering, which Bristol will qualify for. Deb said the interest rate has decreased 0.68% since Bristol began working with the USDA. She also said if Bristol completes this project they will be the first town of our size to address stormwater, which is enhancing the economic future and the environmental stores for the Town. Therese asked about the Letter of Conditions. Deb said the Board has 45 days from the date of the letter to accept the loan. The letter outlines the terms of the loan and what Bristol's responsibilities are for the money, along with the responsibilities to maintain the system. Therese asked if she could be provided with similar systems user rates to use for long range planning purposes. Fred Baser asked if the application process was a rolling application. Deb said there are deadlines. Fred asked how many applicants were there and how many were declined. Deb didn't have the information at this time, but would get back to the Town. Joel asked if tax rates for the Town play a role in whether the Town is deserving of the money. Deb said they don't consider the tax base for the Town; they solely review the project that is going to be complete. Deb said they are making a good offer of \$325,000 for stormwater over 30 years at 2.25% and \$756,000 for water over 40 years at 2.25%, which the Board is not required to take. It is complex and does require analysis, which can't be done at a preliminary stage. The Board thanked Deb for her time.

3. Gary Kessler joined the Board to discuss the Green Mountain Stage Race. This will take place Sunday September 4, 2016. He will work with the Police Chief and some athletic teams from the high school to make sure riders know where they are going and things are safe as they continue through Bristol. Joel asked about continuing to use the Lower Notch Road, because of the one lane bridge and the traffic. Gary said they like to continue to use that route, because it gives the race character and slows the pace of the bikers coming through town, because they have to bike up the South Street hill and take the corner onto Main Street. Peeker moved to authorize Michelle Perlee to sign the consent of participation form for the Green Mountain Stage Race on September 4, 2016 with Gary Kessler providing a proof of insurance to the Town. Ted Lylis seconded, so voted. The Board thanked Gary for his time.

4. Public Forum: Jim Quaglino encouraged the public to support Law Officers after recent tragic events in Dallas.

5. Therese discussed the history of the Town being a Fire District. She said Bristol was once a Fire District, but they did vote to eliminate this back in the 1900's. The policy to appoint the Fire Chief had previously referenced the correct state statute. The job description of the Fire Chief and 1st Assistant Fire Chief had referenced Title 20 instead of Title 24, but the correction has since been made.

6. Therese discussed Bristol Co-Housing unit's request for a curb cut on North Street. The stipulations the Road Foreman gave for the application are to follow all MUTCD standards while working in the right of way, move the fencing 2 feet back from the sidewalk and replace any sidewalks that are damaged during construction. Peter Coffey moved to approve the curb cut application for Bristol Co-Housing with the conditions set by the Road Foreman. Ted Lylis seconded, so voted.

7. The Board discussed the contract with Green Mountain Engineering for the work to be completed on Mountain View Street. Therese said this is part of the Bristol Co-Housing project for upgrading the water line on Mountain View Street. Total fee will be \$11,250 for the engineering review and oversight of the waterline replacement. Joel asked if it was determined what side of the street they would use. Therese said Green Mountain Engineering had just received the plans on Friday and will review them to meet with the Board at a future meeting. Peter Coffey asked if they were authorizing the project. Therese said no, this was just to hire Green Mountain Engineering to oversee our interests in the work. Joel Bouvier moved to authorize Michelle Perlee to sign the contract to work with Green Mountain Engineering for \$11,250 to complete the Mountain View Street waterline replacement. Peeker Heffernan seconded, so voted.

8. Therese discussed a request to pave the first responder's entrance at the Fire Station. Joel said he thinks they should pave a base coat only. Peeker said with Vermont Gas coming through it was the plan to leave it unpaved which also gives the Town the opportunity to consider a new Police Station behind the building. Therese asked if there is another alternative such as blue stone. Peeker said just keeping it chloride will keep the dust minimized. Ted asked about the frequency of use. Peeker and Joel said 200 trips per year with about 30 cars each time. Therese said there is approximately \$170,000 in expenses that aren't covered by the bond. Joel asked what was done with the savings from the bond. Therese said they bonded for less money. Therese stated the building costs came in under budget and these expenses were costs the Town agreed to absorb. The Board decided to absorb these costs before the project began. Joel would like an estimate to pave the first responder entrance and parking on the west side of the building to the south west corner of the building. Therese will get a quote for next meeting.

9. Therese asked the Board if they had any ideas for naming the road the Fire Station is on. Ted suggested putting it out to the public and the Board agreed. Therese said they will post it on Front Porch Forum.

10. Peter Coffey moved to approve minutes from June 27, 2016. Ted Lylis seconded, so voted

11. Ted Lylis moved to approve special event permit for Appalachian Gap Distillery within LuLu's Ice Cream Shop on July 25, 2016 from 6pm until 9 pm. Peter Coffey seconded, so voted. Joel Bouvier moved to approve special event permit for Lincoln Peak Vineyard on July 21, 2016 from 4pm until 6pm at an event hosted by Tandem. Ted Lylis seconded, so voted.

12. The Board signed an Accounts Payable Warrants in the amounts of \$52,082.56 & \$31,081.86.

13. Selectboard Roundtable: Joel asked about the Casella bill. Therese said this was the final invoice for Landfill Closure and she can now invoice the State for the money they had budgeted to give us. Joel asked about the lawn edging at the fire station. Therese said she will contact Scenic Valley. Joel asked if there should be a rail instead of shrubs off of a ramp at the fire station. Therese will get a price on a rail. Joel asked about the transition for water from Simon Operation Systems to VT Utility Management Systems. Therese said it was very smooth. Joel will change the locks at fire station with permission from the fire chief this week. Ted asked about Prince Lane access to Mountain Street. The Board stated it is a private drive. Ted asked about emptying town barrels of trash after the 4th of July. Michelle said this is a learning curve for the Town because in the past they have had the Landfill. Michelle asked about other events happening anytime this summer. Therese said Darla tells anyone who is offering food on the park that they must provide a receptacle for trash and recycling. Michelle asked if the sign on the Fire Station was supposed to be back lit. Therese said yes, but it has not happened yet.

14. Town Administrator Report: Therese said Pete Bouvier installed the crosswalk across West Street for the Creeme Stand. Therese said the generator for the fire station would cost approximately \$7,000 to be removed and sent back to the factory to be retro fit from liquid propane to vapor propane. Terry White from Naylor and Breen suggested getting insurance on the generator, which will cost about \$115 a year with a \$1000 deductible; they will pay the cost for insurance for 2 years, and will have Brookfield generators retrofit the generator. The Board discussed whether to approve this request and whether the work would be warrantied. The Board agreed if this option provided the same coverage as the warranty they would agree-otherwise it has to go back to the manufacturer. Therese said when they move out of the old station, insurance value will drop to cash value to minus 20%. Therese said R&L Rubbish would like to continue the Saturday drop station and Town collection and doesn't plan to increase prices. Joel Bouvier moved to continue with R&L Rubbish for an additional year as a drop station site on Saturday's and to pick up Town trash and recycling. Peter Coffey seconded, so voted. Therese congratulated Eric Forand, Ian Albinson and Carolyn Ashby on recertifying the downtown designation. Ted recognized Officer Bob Worley for his thoughtful act of kindness to Cub Scouts at Eagle Park.

At 8: 55 pm Joel Bouvier moved to go into executive session to discuss the annual evaluation of public officers and employees per 1 V.S.A. § 313(a)(5), to set salary adjustments for the 2016/2017 year. Peeker seconded, so voted.

Executive session ended at 10:15pm. Peeker Heffernan moved to allow Therese Kirby to roll over 40 hours of vacation as long as she uses it by August 2016. Peter Coffey seconded, so voted.

Peeker Heffernan moved to authorize salary adjustments as outlined in memo. Joel Bouvier seconded, so voted.

At 10:20 pm Ted Lylis moved to adjourn the meeting. Joel Bouvier seconded, so voted.

Respectfully Submitted,

Jen Myers
Town Clerk