

Selectboard Member's present: Chair Michelle Perlee, Ted Lylis, Peter Coffey, Joel Bouvier and John "Peeker" Heffernan. Also present was Town Administrator Therese Kirby, Town Clerk Jen Myers, filming for NEAT TV by Mary Arbuckle, Jim Quaglino, Kristen Underwood, Fire Chief Brett LaRose and Phoenix King

1. At 7:05 pm Chair Michelle Perlee called the meeting to order. Michelle said Phoenix King will be late and moved his appointment to later in the meeting.
2. Kristen Underwood joined the Board to discuss the request from the Conservation Commission to spend \$3,500 from the Conservation Reserve Fund. She said at their monthly meeting they discussed requesting money be used from the conservation reserve fund. She said there are two projects the Conservation Commission discussed using Conservation Reserve Funds for. One property is located on North 116 Road, currently owned by Trent Roleau. There is a 50-foot buffer piece located off of Baldwin Creek and the Roleau's will work with Otter Creek Natural Resources to create a bank stabilization similar to the project completed on the New Haven River on 116 South Road. Kristen said the total cost of the project would be about \$10,000 and they are getting funding support from the Agency of Natural Resources and Ecosystem Restoration. The Conservation Commission would like to support the project by using \$2,500 from the Conservation Reserve Fund. Therese asked if they didn't receive grant funding would the Commission still want to donate the money. Kristen said no. Michelle asked what happen if after the completion of the project there are heavy rains and the planted saplings washed away. Kristen said the Conservation Commission works yearly to continue to maintain the planted areas and seek volunteer help from different groups to be sure this doesn't happen. Peter Coffey moved to authorize the Conservation Commission to use \$2,500 from the Conservation Reserve fund pending a grant receipt for the planting project on North 116 Road is approved. Peeker Heffernan seconded, so voted.

Kristen said the Conservation Commission would also like to support a project on the River Conservancy property on 116 South Road, where bank stabilization has already taken place. The easement the River Conservancy owns is being invaded by Japanese Knotweed which is preventing the saplings planted for the bank stabilization from growing. The removal process for this is a spray that is safe to enter the river and is a yearly process, but the first year is the most expensive. Kristen said they received two bids for the labor and material needed to do this and neither bid is more than \$1,500. The Conservation Commission is asking for \$1,000 to afford the first year of treatment and in the future Kristen will apply for grant funding before requesting money be disbursed from the Conservation Reserve Fund. The treatment wont eradicate the Japanese Knotweed but remove it enough to allow the saplings planted to grow. Joel asked if burning was a form of treatment. Kristen said she would have to ask. Peeker Heffernan authorized the spending of \$1,000 to use for the first year of treatment for the Japanese Knotweed on the River Conservancy property on 116 South. Peter Coffey seconded, so voted. The Board thanked Kristen for her time.

3. Fire Chief Brett LaRose joined the Board to discuss his request to use the old fire Station for a September 18, 2016 training. The Board congratulated, the Bristol Fire Department on their recent award recognition at the Vermont State Fire Fighters Association Convention. The

following members were recognized at the meeting, Brett LaRose, Chief of the Year; Amos Martin, Line Officer of the Year; Peter Coffey, Senior Fire Fighter of the year; Bill Elwell, Fire Fighter of the year; Jarrett Kimball, maintenance Technician of the year; and John "Peeker" Heffernan was named the 1<sup>st</sup> Vice President (first time in the history of Bristol).

Brett explained the Vermont Fire Academy will be hosting a Fire Fighter II course/training at the new fire station. They have requested a location where they can do both search and rescue, which would be done inside Station 2, and they would like to deploy ladders on a two story building, which would be done on Station 1. Ted Lylis moved to authorize Vermont Fire Academy to use the 32 North Street location to conduct training for a Fire Fighter II course/training on Sunday, September 18, 2016 from 7am until 4:30pm. Peter Coffey seconded, so voted.

Brett said they will host their open house for the new fire station on September 24, 2016 from 11am until 3pm and have been in coordination with Recreation Director to perhaps offer hay rides from the Harvest Festival to transport pedestrians down to station. The Board thanked Brett for his time.

4. The Board discussed naming the new town road next to the Fire Station. Therese said the Fire Station will not have an address from this new road, it will remain 79 West Street. Something to consider will be potentially the Police Station and a business park who will be using this address. The Board discussed the different options with the names and how to decide based on top choices the Board submitted to Therese earlier this week. The Board discussed having voters vote on them at the November General Election. Jen Myers said she would prefer it be offered as a voluntary survey. The Board agreed the following ten names would be put to a survey provided at the General Election: Fire House (Station) Drive, Fire Fighter Drive, Heroes Trail, Hook and Ladder Drive, Memorial Drive, Nelson Drive, Peak View, Pockock Drive, Volunteer Drive and Nelson Memorial Drive. Ted Lylis moved to table this until after a November survey, offered at the November General Election, is complete, where there will be 10 options for residents will be offered and tallied after the completion of the survey. Peeker Heffernan seconded, motion carried (Bouvier opposed).
5. Phoenix King joined the Board to discuss an Eagle Scout project at Sycamore Park. He is planning on creating a few picnic benches for the main seating area along with a replacement bench at Sycamore Park. He is also planning to put a sign in to instruct people where the beach area is and cutting back the paths to get to the different beach areas. He said once he gets approved he is hoping to have the project completed by November, but definitely before the end of the year. Joel asked if he had considered concrete instead of pressure treated wood since this is a likely area to flood. Phoenix said he will be looking into different materials and will take that into consideration. Joel Bouvier moved to allow Phoenix King from Troop #525 to complete his Eagle Project at Sycamore Park. Ted Lylis seconded, so voted.
6. The Board discussed the paving of emergency responder entrance at the new fire station. Therese clarified the original quote was for \$11,655 to pave the response entrance to the North West corner, which would leave a gravel lot between the new road and the responder entrance. Peter said it didn't make sense to pave just the responder entrance they should complete the entire project. Therese got another quote from Pikes that would pave the around the corner to

- connect to the paved road. The Board discussed paving the handicap parking spots. Peter Coffey moved to authorize the Town Administrator and the Road Foreman to spend up to \$15,000 to pave as much as possible at the Fire Station to come out of Capital Paving to be reimbursed by the sale of the land. Peeker Heffernan seconded, motion carried (Lylis opposed).
7. The Board discussed the Cultural Facilities Grant agreement and future paperwork. Peter Coffey moved to authorize the Town to sign the Cultural Facilities Grant. Ted Lylis seconded, so voted.
  8. The Board discussed the Addison County Regional Planning (ACRP) 2017 Transportation Planning Study to stabilize the West Street bank. If they get the money from ACRP (between \$10,000-\$15,000) they could then apply \$300,000 from VTrans which would require a 20% match to come from Capital Road. Ted Lylis moved to authorize Town Administrator to apply for the VTrans grant for up to \$300,000 to stabilize the West Street Bank. Peter Coffey seconded, so voted.
  9. Ted Lylis moved to authorize the Recreation Department to hold a 5k race in conjunction with MAUHS on September 24, 2016 as part of the Harvest Festival, using the same route as the 4<sup>th</sup> of July race. Peeker Heffernan seconded, so voted.
  10. The Board discussed the request for the Hub to set up a fund to use fundraising money to make repairs to the Skate Park. The Board asked if the Treasurer approved this. Jen Myers said it being a similar situation what the Fire Department did to fulfill needs for the new station she had made this recommendation to the Hub. Peeker Heffernan moved to authorize the treasurer to create a fund for the Hub to use for fundraising and skate park repair. Peter Coffey seconded, so voted.
  11. Peeker Heffernan moved to approve the minutes of August 8, 2016 as amended. Joel Bouvier seconded, so voted.
  12. Peeker Heffernan moved to authorize Shacksbury Cider to host an event on September 18, 2016 from 12pm until 5:30pm at the Bristol Recreation Field. Ted Lylis seconded, so voted.
  13. Selectboard Roundtable: Ted asked if there was any way to receive Accounts Payable warrants in advance of the meeting. Jen Myers stated it is very difficult to have warrants completed to be included in your packet. If she were to email them this would not happen until after 12pm on the Monday of the meeting. The Board agreed to have Accounts Payable warrants emailed on Monday's prior to the meeting. Joel asked about the weeds underneath the flower baskets on Main Street. Therese explained they are planning to pull the brick and used stamped concrete going forward. Joel is concerned with basketball hoops being in the right of way in the winter time, maybe the Board should think about a policy be removed for the winter. Therese thanked Patty Heather-Lea for picking up the on a weekly basis. Michelle said there are garbage cans in front of Howden Hall, Green Mountain Shoe and Apparel, Holley hall, National Bank of Middlebury, near Cubbers Restaurant and the Library to be used for disposal. Joel asked who was parking at the old fire station. Therese said the librarians asked about parking there since there is limited parking at the library. Michelle asked about the leaking roof at the Fire Station. Therese said they are in the process of figuring it out and will be meeting at the fire station to look at the roof on Wednesday. Michelle said the back lights on the lettering for the fire department is difficult to read. Therese will look at this and will discuss a solution at the meeting on Wednesday.
  14. Town Administrator Report: Therese said she has been working on drafting a Memorandum of Agreement with Vermont Gas. They have been reviewing agreements from surrounding towns

to then draft theirs. Therese said she had the Holley Hall septic snaked as routine maintenance. Jen is working with Clint West from Maple Leaf Carpet and Tile to have the floors in the Town Offices cleaned. Therese is also reaching out to Desabrais glass to get a quote for interior storm windows for the Town Offices. Ted said he could give her online vendors that would be a good quote comparison and is willing to come measure the windows to be sure the sizing is correct.

15. Joel Bouvier moved to find premature general public knowledge of pending or possible civil litigation to which the Town of Bristol may be a party of would clearly place this Selectboard at a substantial disadvantage if they disclose their negotiation strategy and confidential attorney-client communications. Peter Coffey seconded, so voted.
16. At 8:56 pm Peter Coffey moved to enter executive session to discuss pending or possible civil litigation per 1 V.S.A. § 3313 (a)(1)(E) and to discuss disciplinary actions against two public officers or employees per 1 V.S.A § 313 (a)(4). Peeker Heffernan seconded, so voted.