

Present: Selectboard Chair Michelle Perlee, Joel Bouvier, Peter Coffey, John "Peeker" Heffernan and Ted Lylis. Also present: Town Administrator Therese Kirby, Jill Marsano, Cyrus Marsano, Rick Chaput, Steve Williams, Chief Kevin Gibbs, Sgt. Randy Crowe, Officer Josh Otey, Liz Tracy and Jim Quaglino. Filmed for NEAT TV by Mary Arbuckle.

- 1) Michelle Perlee called the meeting to order at 7:00 pm. She noted a change to the agenda, item #5 should say to approve minutes of September 5, 2016, not August 22, 2016.
- 2) Jim Quaglino, Chair of the Bristol Police Advisory Board and Michelle Perlee, presented a plaque to Chief Kevin Gibbs for his 30 years of service to the Bristol Police.
- 3) Vermont Utility Management Services (VTUMS) was present to meet with the Selectboard. VTUMS took over managing the water and sewer systems July 1, 2016. Rick Chaput outlined some of the work they have done and had done since taking over. He explained an ongoing issue with the water pumps pumping at a higher rate than the contact tank can handle, and is hoping to find a solution so they can run as designed. Peeker Heffernan stated they had been running that way for as long as he can remember and hopes they can find a corrective fix. The Selectboard and VTUMS discussed work to be done at 5 Main Street, upgrading sewer meters and other topics. The Selectboard welcomed them to Bristol and thanked them for their time.
- 4) Michelle called the public hearing to order at 7:23 pm. Therese stated after speaking with VTrans she feels it is not worth pursuing a Transportation Alternatives grant for the replacement of the bricks on Main Street and upgrading the lighting. Those grants take four years or more and she feels upgrading the stormwater on West Street from Howden Hall to Holley Hall would be more suited to that process. Therese explained the costs she had estimated for removal of the brick and installation of the stamped concrete, replacing 14 street lights, purchasing and installing 14 precast concrete bases and the electrical work. Peeker suggested the cost could be greatly reduced by just removing the brick and 2" of soil, to make room for pouring 4" of concrete (as this area was already prepared for sidewalks when the brick was installed so we should not have to remove that much material). He would also like to see the lamp posts sit up 12" to 18" to get them out of the rain and snow and to prevent cars and trucks from backing into them. Ted recalls this would be the third time these lights would be removed and would like to know the cost of converting the heads to LED and replacing just the bases. Peeker also felt the conduit and electrical already in place should be in good condition. Therese agreed to contact East View Electric to find out. The hearing closed at 7:40 pm.
- 5) Public Forum: Chief Kevin Gibbs and Sgt. Crowe joined the Board to request that if an invoice has to be paid by Taser International for cruiser cameras prior to

September 30, 2016, that they authorize the Town Treasurer to do so. Ted Lylis moved to authorize the Town Treasurer to pay an invoice from Taser International for up to \$5,000 for cruiser cameras by September 30, 2016. Peeker Heffernan seconded. So voted.

- 6) The Selectboard discussed the draft Social Service Appropriation Policy. Therese will make one addition and bring it to the Board for adoption at their October 3, 2016 meeting.
- 7) Discussion of timeline for public hearing on the proposed zoning by-law changes and re-adoption of the town plan. Zoning Administrator Eric Forand provided copies for the Board of the proposed zoning by-laws, including a cover letter from Planning Commission Chair Sue Kavanagh. The Selectboard will skip their October 31, 2016 meeting at meet again on November 7, 2016.
- 8) Therese updated the Board on her work and that of Pam Correia's on revising the personnel policy. They found language from another Town regarding paid on-call fire fighters and plan to integrate that language in the new policy. There is also a meeting scheduled with the BFD Officers, herself and Peter Coffey to discuss ways to be more inclusive in the policy. She also received more information from VLCT regarding checking references not provided by the applicant and how to avoid negligent hiring practices.
- 9) Peter Coffey moved to approve the minutes of September 5, 2016 as corrected. Ted Lylis seconded. So voted.
- 10) Clerk/Treasurer Report: Property tax bills were mailed out today and water bills were mailed out last week.
- 11) The Selectboard authorized an accounts payable warrant of \$63,434.96.
- 12) Selectboard Concerns:
  - a) Peter Coffey wanted to know the status of the "dog house"/right on red arrow. Therese will follow up with the Road Foreman.
  - b) Ted Lylis wanted to know why the State of Vermont billed us for labor for the traffic lights. Therese said she did not believe the warranty included labor. The Board wondered if a local electrician could do the work cheaper.
  - c) Joel Bouvier has received comments from citizens who do not like the installation of two modular units near the corner of Liberty Street and North Street, and he agrees. Therese stated the zoning regulations allowed it and this project went to the Zoning Board of Adjustment. Therese also noted Bristol needs housing.
  - d) Peeker Heffernan asked Therese if she was able to get the overhead doors unplugged at 32 North Street. She said Eric Forand closed them Friday night.
  - e) Michelle Perlee wanted to know what was behind the bell tower on the new fire station. Therese explained there are wooden slats there to screen the air exchange units. She also noticed Snaps fence was pushed out further on the sidewalk than it should be for their outside seating. Therese said she pushes it in when she walks by.

- 13) Town Administrator Report: The camera was installed on the Town Green directed at the bandstand to monitor for vandalism. BC/BS of VT announced a 9.6% rate increase for health insurance starting January 2017 and we budgeted 12%. Letters were issued to the three known parties interested in purchasing 32 North Street reminding them of the October 3, 2016 deadline for their application. There was a letter in the Selectboard packets from the Secretary of State in response to the Police Advisory Committee's letter, asking if they have to adhere to the public meeting law; the Secretary of State said they do. Therese is working on updating our Solid Waste Ordinance. In regard to subdividing and selling the remaining Stoney Hill land, Alan Huizenga of Green Mountain Engineering, told Therese she would most likely need to administratively amend our ACT 250 permit and may need a wastewater deferral permit, but then could move forward with subdividing the (approximately) 27.41 acres behind the new fire facility. Therese will contact Geoff Green at the ACT 250 office. Therese will also move forward with having the water drained and shut off, along with the power, at 32 North Street. Therese and Michelle are also working on drafting an MOA with Vermont Gas. She has a meeting with Tim Bouvier of Jackman's, Inc. to discuss Vermont Gas' impact on their businesses and any way this MOA could address any of their needs. She will also reach out to Bill Heffernan of Champlain Valley Plumbing and Heating. Therese will be out of the office September 29 and 30.
- 14) At 8:44 pm, Joel Bouvier moved to adjourn, Ted Lylis seconded the motion. So voted.

Respectfully Submitted,

Therese Kirby  
Town Administrator