

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, Sharon Compagna, Fire Chief Brett LaRose, Zach Hines, Ian Albinson and Gaen Murphee reporting for the Addison Independent.

1. At 7:00 pm Chair, Michelle Perlee called the meeting to order.
2. Zach Hines joined the Board to discuss his Eagle Scout project. He would like to make a display case for the Howden Hall Bell, to be located on the east side of the property. Therese said asked if he is aware of the zoning regulations and if he is working with Eric Forand to submit a permit. He said he was. Zach is also working with Ted Lylis, a liaison from the Howden Hall Committee. Zach discussed his project plan, where the materials are coming from and the timeline of the removal of the information kiosk. Sharon Compagna asked if the information would be relocated. Therese said at this point no, because the information provided is outdated. Zach asked if the road department does not tear down the kiosk could he. Therese said no, she would be sure it is done. Peeker Heffernan moved to authorize the Town Administrator to sign a zoning permit for Zach Hines to construct a display case for the Howden Hall Bell, to be displayed in front of Howden Hall. Peter Coffey seconded, so voted. The Board thanked Zach for his time.
3. Fire Chief Brett LaRose joined the Board to request the use of Fire Department Capital Equipment Fund money. To relocate the antenna and communication from the old station to the new station was a known expense, but additional work of installing speakers in the ceiling of two additional rooms so radio calls could be heard throughout the building and equipment to allow them to scan was additional. The work is complete and they have received an invoice from Burlington Communications. This expense is accounted for in the Fire Department Capital Equipment fund for this budget year. Brett also said the department received \$5,691 in donations this year, which were deposited into their capital fund to help with purchases. Both Brett and the Selectboard expressed their gratitude for donations people have made to the Fire Department. Joel asked how the quote and the work completed compare. Brett said they completed all the work they quoted, and after some negotiations, the bill came in less than the quote. Therese said these bills are not in the warrant to be paid. Joel Bouvier moved to authorize the Treasurer to pay two invoices for Burlington Communications from the Fire Department Capital Equipment fund for \$6,900. Peeker Heffernan seconded, so voted.

Brett asked about buying a mobile tool rack for the air room at the fire station for \$843.30, also to come out of the capital equipment fund. Ted Lylis moved to purchase the mobile tool rack with Fire Department Capital Equipment Funds. Peeker Heffernan seconded, so voted.

Ted asked what happened to the money collected at the coin drop. Brett explained N.H. Munsill Hose Hook and Ladder Company, a 501 c-3, is where those proceeds go. The money is managed by the corporation, to use for operating expenses of their building on Fitch Avenue and to purchase equipment for the department, which is not in their general fund budget. Ted asked how he could review the budget. Michelle said any one can request to see the budget and they have to give it to them. The Board thanked Brett for his time.

4. Therese said two proposals were received for 32 North Street (old Fire Station). Therese said each proposal was different and she is looking for follow up questions from the Board to give to the applicant prior to their formal presentation to take place at the Board meeting on November 7. The Board reviewed the application from Vermont Tree Goods. The Board would like to see the following questions addressed:
  - What type of public space?
  - Does he intend to leave the building where it is and the intent for the building in the back?
  - Which year of original appearance would he be restoring it to?
  - Will the public space and upstairs be handicap accessible?

- What is the plan for the property if a zoning permit is not approved?
- What is his plan for the septic system?
- What is the long-term plan for the building?
- How does the purchase of this property fit with his current business plan?

The second proposal was from Bob Bernstein, who would like to use the building to create a museum for 19<sup>th</sup> century wood working equipment. The Board would like to see the following questions addressed:

- What is his intention for the back building?
- What is his plan for the septic system? If there is no intention to expand the Downtown District, how does that affect his plan?
- Will he be seeking tax-exempt status if he becomes a non-profit entity?
- Can he provide any data from the other organizations he has been in contact with?
- Will he charge admission?
- If zoning is denied, how will that affect his plan for the property?

Ian Albinson asked why the Board thought the expansion of the Downtown Designation District could not happen. Peeker said he believes there were many hoops to jump through which did not fit the downtown designation for commercial properties, and was not sure the state would agree with the expansion. He also said the district has to be continuous so it cannot skip any residential properties along the way. Ian said he does not see the real disadvantage for residents being a part of the district. Therese said she and Eric Forand had met with Ian from the Bristol Core group and said the Town did not have any intention on expanding the district at this time, but Ian would reach out to the Bristol Co-Housing group to see if becoming part of the district would be of interest to them. She also stated there is currently a resident in the Downtown Designation District and she does not like it or the additional level of zoning it puts on her.

5. The Board discussed the quitclaim deed regarding the alleyway. Peter Coffey moved to authorize the Town Administrator to sign the quitclaim deed regarding the alleyway. Joel Bouvier seconded, so voted.
6. The Board discussed a private drive name Bristol Co-Housing has suggested for their property. Peeker Heffernan moved to authorize the name Sprout Street for the private drive for Bristol Co-Housing at the end of Mountain View Street. Ted Lylis seconded, so voted.
7. Therese discussed the meeting she had with Alan Huizenga of Green Mountain Engineering and Geoff Green of Act 250. Therese and Alan explained to Geoff we would subdivide the 8.61 acres completing the purchase and sale with Stoney Hill properties and put the 18.8 (+/-) acres up for sale Geoff Green said he will work with the Town to hopefully get this taken care by the end of the year. Therese said the master study plan would be available on the town website. Peter Coffey moved to authorize the Town Administrator to sign the subdivision permit along with all Act 250 documents related to the subdivided land. Joel Bouvier seconded, so voted.
8. Peeker moved to approve October 3, 2016 minutes as amended. Peter Coffey seconded, so voted
9. Peeker Heffernan moved to waive the fee for late filing of homestead declarations. Peter Coffey seconded, so voted.
10. Jen Myers reminded everyone absentee voting is available.
11. The Board signed an Accounts Payable Warrant for \$198,574.64
12. Selectboard Roundtable: Joel asked about the water leaks for 64 seconds. He said the leak on Pine Street is losing a lot of water. Is there any plan on repairing that? Therese said not right now because of the obligation to contribute to Bristol Co-Housing and she is waiting for the invoice from Acker Excavating for the waterline repair on Rockydale Road. Once that invoice and the bids from Co-Housing are received, she will be able to evaluate the financial costs and discuss a loan with the Treasurer's Office. Peeker asked if the Road Crew would have time to dig it between now and winter. Therese said she would check. . Therese said Aqua Vitea called to say they had moved to Middlebury, they would like to make their monthly payment until the end of 2016 and pay in full in January 2017. The Board agreed as long as they received a letter stating their intent. Michelle

asked about the Police log being published recently in the Addison Independent from July. She wants to know if it is worth the Chief's time to doing this. Gaen Murphee said this is actually a very popular article. Peeker asked if they should consider having him start from October going forward. The Board would like to see a condensed version in the paper and ordered the Chief to get it current by December 1, which should include November's Police Log. If he wants to skip a couple months (August – September) they are fine with that. Joel asked about the crosswalk buttons at the Main Street intersection. Therese said they are in the process of getting it fixed. She sent an email to Patti Coburn at VTrans asking who should be warranting the work on the traffic lights and explained how Bristol feels they are caught between the installer and the State. The Road Foreman has since heard from the installer and the State, and heard VTrans may be holding a meeting regarding our issues. Joel said he noticed the sidewalk is fixed on South Street. Therese said yes, Waitsfield and Champlain Valley Telecom had the work completed last week.

13. Town Administrator's Report: Therese said Bristol Core is requesting the Board split the cost of paying for weed removal on Main Street. Jim Quaglino asked about hiring Greg Cromis. Ian said Bristol Core had hired Greg in the spring before Pocock. The Board stated at this time, the plan is to replace the brick in the spring, so they would not contribute to the weed removal right now. Therese said they will be shutting the water off on Main Street tonight from 9:30 pm to midnight, so 5 Main can fix the sprinkler system in the Bobcat and Oakley Smith had agreed to speak with the plumber to install a shut off in building. Therese delivered precautionary boil water notices to all Main Street businesses/residences. Therese said the Town would be getting a new copier for a 5-year lease with Symquest. Therese said the waterline replacement for Mountain View Street will go out to bid and numbers will be back October 27, 2016. Peter Coffey moved to authorize Therese Kirby to hire the bidder for the Mountain View Street waterline replacement based on the recommendation from Green Mountain Engineering. Peeker Heffernan seconded, so voted. Therese and Pam are working on updating the personnel policy and will distribute to departments for review and. After that, the policy will come to the Board. Darla is looking for approval of substitutes for the Hub. Peter Coffey moved to hire John Kromer and Melissa Nelson as subs for the Hub at \$12/hour. Joel Bouvier seconded, so voted. Therese said the Fire Chief accepted the resignation of cadet fire fighter Lane Fox. Therese said the Planning Commission would be discussing concerns from the first public hearing for the zoning regulations tomorrow night along after the first public hearing for the renewal of the Town Plan. Therese said the \$145,000 from the State of Vermont was received for the closure of the Landfill.

At 8:43 pm, Joel Bouvier moved to adjourn. Peeker Heffernan seconded, so voted.

Respectfully Submitted,

Jen Myers  
Town Clerk