

Selectboard Member's present: Chair Michelle Perlee, Peeker Heffernan, Peter Coffey, Ted Lylis and Joel Bouvier. Also present Town Administrator Therese Kirby, Board Clerk Tasha Bouvier, filming for NEAT TV by Mary Arbuckle, Fire Chief Brett LaRose, Zoning Administrator Eric Forand, Amos Martin, Peter D. Ryan, Darla Senecal and Kris Perlee.

1. At 6:03 P.M. Michelle Perlee called the meeting to order. Peter Bouvier will discuss the 2017/2018 proposed highway and capital equipment budgets at the January 2, 2017 Selectboard meeting.
2. Recreation Director Darla Senecal discussed the proposed Recreation Department budget for 2017/2018. Darla mentioned you will notice the proposed revenues are up since years past. The Recreation Department is looking at different trends and having kid's class and community events to create revenues. Big events are the harvest festival, fairy tale tea, frozen event, etc. Darla is looking at different uses for the hall and different ways to market for events. Possibly weddings, paint & sip, wine tasting, etc. Darla is going to put something together and outline what is needed for these different events and how things would work. She has worked with VLCT and the Fire Inspector regarding how many people the hall can safely hold, having a police officer present if alcohol is served and is working on a policy. Summer programs are where a lot of the revenues come from currently. Peter Coffey wanted to know if the appropriations from other Towns could be increased. Darla will get a break down by town and how many kids from each town use the Hub. Peeker Heffernan stated that it is difficult to get an increase from each of the towns. Salaries will be discussed during Executive Session. Therese Kirby asked the Board about how they feel about holding events in Holley Hall that have alcohol. Darla stated the person having the event would have to hire a caterer with a liquor license and also pay for a police officer. Ted Lylis expressed he doesn't like the idea because of the liability of it. Joel Bouvier wanted to see what Darla's budget would look like without increasing the hall revenues. There Kirby will get a report from Val, and her and Darla will meet, and then get back to them. The Selectboard thanked Darla for her time.
3. Fire Chief Brett LaRose discussed the Capital Equipment and Capital Vehicle (Apparatus) budgets for the Fire Department. Equipment purchase amounts have increased since last year's projections, because the cost of fire trucks has increased. Brett LaRose explained the capital equipment budget, noting there is equipment listed there, that would be purchased for a fire truck. He wants to know if the Selectboard wants the entire cost of the fire truck reflected in the capital vehicle plan, or just the basic truck. Peeker Heffernan suggested keeping the truck separate from the supplies for the truck. Majority of the Board feels Brett should to continue having the truck in the apparatus plan and the equipment in the capital equipment plan. Brett stated in 1997 Bristol voters approved \$200,000 for a pumper truck, 2007 \$350,000 for a pumper truck and new pumper truck is currently estimated to cost \$490,000. Currently the 1997 Engine tanker would be approximately 33 years old before it would be able to be replaced

by the funds in the capital budget. Joel Bouvier would like to see the 2 cents on the tax rate stay through the first year of the reappraisal. Peeker Heffernan and Peter Coffey agreed. Ted Lylis likes seeing the actual amount budgeted. The 2 cents on the tax rate will be published in the warning for town meeting like it was last year. Peter Ryan feels we shouldn't do the 2 cents on the tax rate, but if we are going to stick with the tax rate then to increase it to 2.25 cents. Joel Bouvier asked if we could see the report showing the increase to 3 cents, but Peeker Heffernan felt if it increased to 3 cents on the tax rate, he would rather see a dollar amount increase rather than another cent on the tax rate.

Fire Department policy wording has been updated. Brett LaRose will give Therese Kirby the final copy, so she can bring it to the January 2, 2017 meeting, so the Board can adopt the changes at the meeting. Peeker Heffernan asked about the budget for dispatching calls. If we budget for 135 calls, but only have 100 calls do we pay for 110 or 135 calls? Brett LaRose will look into this.

4. The Board discussed the proposed zoning by-law regulations and proposed town plan.

Therese Kirby, Peter Coffey, Eric Forand, and John Elder met and agreed on changing Rockydale Rd to RA1 on north side and Village Mix on south side. No major changes were made tonight, so no need to post and have another public hearing. Any reference to the Daniel's 4 Corner overlay has been removed as well. Kris Perlee questioned if Ross Vaughan could have another business come in with a restaurant. Eric Forand will have to check to see when his nonconformity start date is for Ross Vaughan to get a business into the building that is a restaurant. Ted Lylis asked if we can give him more latitude if Ross Vaughn is out of the 2 year date range. Eric Forand felt if he did it for him we could have to extend it for every business, however Adam Lougee of Addison County Regional Planning told Eric that since the proposed zoning regulations were out, Eric could have latitude between the plans.

5. Discussion of Town Plan. All zoning references have been removed from the town plan. Closed discussion at 7:34 P.M. on the town plan.
6. Jim Quaglino emailed Therese Kirby a statement she read, that wished a Merry Christmas and Happy New Year to everyone. Jim is home recovering from knee surgery and we all wish him well.
7. Discussion regarding N.H. Munsill Hose Hook & Ladder for tax exempt status. The tax exempt status for N.H. Munsill lasts 5 years and then it has to be vote on at Town Meeting. Therese Kirby is wondering if N.H. Munsill still qualifies for the tax exemption since the new Fire Station was built and N.H. Munsill has closed Fitch Avenue, and it isn't used for the Fire Department. Joel Bouvier stated there is currently some equipment being stored there. Therese Kirby will put it on the warning.
8. Ted Lylis moved to accept zoning by-law regulations. Joel Bouvier second, so voted.

9. Ted Lylis moved to accept town plan. Peter Coffey second, so voted.
10. Budget discussion for fiscal year 2017/2018 was moved to January 2, 2017 meeting.
11. Peeker Heffernan moved to accept, with regret, Matt Sharpe's resignation from the Energy Committee. Ted Lylis seconded, so voted.
12. Discussion and authorization of Town Administrator to sign the agreement for Occupational Health Services with Doris Raymond RN, NP effective January 1, 2017. This would help the Town and employees with workers compensation claims. If an employee has a claim they have the right to go their physician, but will be mandated to go to Doris first, so she can evaluate them and see what is needed for care and when they can return to work. Joel Bouvier moved. Peeker Heffernan second, so voted.
13. Joel Bouvier moved to approve minutes of December 5, 2016, as amended. Peeker Heffernan second, so voted.
14. Selectboard Round Table:

Therese Kirby is working on updating the water ordinance.

Joel Bouvier asked about the Champlain Farms issue with the depression in the pavement not being fixed. Champlain Farms has addressed the concern via email with Eric Forand and have agreed to repair it in the spring. If there were to be a lawsuit it would be on Champlain Farms, not the town, as it is their property. Joel Bouvier asked about Hub permission slips, and Therese said yes, students are required to get written parental approval before participating in an event. Michelle Perlee asked about a bill from July 4, 2016 from the Police Chief. There explained that apparently Kevin didn't drop off the invoice for payment. Michelle asked a question about an expense line in the Recreation Department's budget; Therese said they are purchasing their own software instead of using Rectrack. Michelle wanted to know why the Police Department's overtime budget is already 68% spent. Chief Kevin Gibbs thought reducing overtime and increasing the part time budget would work, however since this doesn't seem to be working will be looking at changing this for the 2017/2018 budget. Michelle also noted the office supplies, postage, etc. is over budget. Therese Kirby has a meeting tomorrow with Kevin to go over the budget, and she will mention her concerns. There did say Kevin generally institutes a budget freeze when things get tight.

15. Town Administrator Report:

Discussion of sale of 32 North Street. Gerry Tetrault put a letter in the paper saying he was unhappy about tabling the sale of the property. Therese Kirby has been approached by a few

people interested in purchasing the property. The people interested in purchasing the property need to follow the RFP process outline on our website, and come up with a plan, and then the board can make a decision if they want to accept any offers. They would need to go through the acquisition and redevelopment process. There will pick a date to have the RFP's in and advertise. The Board agreed to review the offers, but no statement that they would accept one.

The Conservation Committee has four people interested in the two vacant positions. They asked if the Selectboard would appoint them now rather than waiting for April. The Selectboard is willing to appoint them as interim and then reappointed in April, so the Committee can interview and make their recommendation to them.

Ted Lylis moved to accept the errors and omissions from the Listers. Joel Bouvier second, so voted.

Town of Bristol was awarded CBDG Grant funds in April 1996. The Town of Bristol made a loan to Addison County Community Trust (ACCT) for the acquisition of Kilbourne Trailer Park. The loan was deferred until June 2016 with a clause to extend it for another 20 years. ACCT wants to extend the loan to July 2026, as is their right per the loan documents. If they agree, the Selectboard would need to authorize Therese Kirby to sign the extension of the loan. She has reviewed the financials ACCT provided to her and the State of Vermont, and understands why ACCT wants to defer. It really doesn't matter to us, as their payback will go directly to the State of Vermont. The borrowing amount was \$325,000 and none of it has been paid back. Peter Coffey moved to authorize Therese Kirby to sign the extension and modification paperwork for the loan. Peeker Heffernan second, so voted.

Therese said the generator for Holley Hall will finally be coming in. Therese Kirby applied for a FEMA grant for \$12,765. She based her grant application on Jackman's bid, but they pulled out. Brookfield Generator has come through with a bid of \$17,165, and it will cost another \$795 for Jackman's to install fuel lines, so our matching amount becomes \$5,285. Eric Forand came up with an idea of using the Flood relief money. Ted Lylis authorized Therese Kirby to spend \$5,285 out of the Flood Relief Fund. Joel Bouvier second, so voted.

Therese reminded the Selectboard the Town holiday potluck breakfast gathering is December 21st from 8 am to 10 am.

Holley Hall flooring will be stripped and waxed on December 26th and then again on January 2nd. Therese Kirby suggested an area rug for under the conference room table and chairs.

16. Executive session was moved to January 2, 2017 meeting.

17. At 9:20pm Joel Bouvier moved to adjourn. Peeker Heffernan second, so voted.