

Selectboard Member's present: Chair Michelle Perlee, Peeker Heffernan, Peter Coffey, Ted Lylis and Joel Bouvier. Also present was Town Administrator Therese Kirby, Board Clerk Tasha Bouvier, filming for NEAT TV by Shawn Kimball, Jim Quaglino, Road Foreman Peter Bouvier, Fire Chief Brett LaRose, Amos Martin, James Goodyear, Zoning Administrator Eric Forand, Kevin LaRose and Chief of Police Kevin Gibbs.

1. At 6:00 P.M. Michelle Perlee called the meeting to order. Dean Grover (engineer for Bristol Co-housing) regarding request to connect to North Street water was moved to the January 16, 2017 Selectboard meeting.
2. Peter Bouvier discussed proposed highway and capital equipment budgets. Michelle Perlee mentioned the fuel budget went down yet gas prices are going up. Peter Bouvier felt he could trim it since the previous year he didn't use all of which was budgeted. Garage supplies went down and Peter Bouvier feels he can keep the supplies used down. Therese Kirby advised Peter needed to talk about the gray building. Peter mentioned the cement floor is dropping and it's getting cracks and divots in it. Therese Kirby and Peter Bouvier will try to put together some names to get an estimate of what it would cost to fix the floor. Peter Bouvier mentioned it would be beneficial to have a bay that had a work area, but also have spaces to park the trucks. They also discussed creating a crosswalk that would go from the Bristol Rec Field side of West Street, to the Bristol Fire Department side. Peeker Heffernan thought this shouldn't be in the sidewalk replacement budget since it's a new side walk. The Board discussed the Capital Equipment Plan.
3. Discussed proposed 2017/2018 Police Department budget. Kevin Gibbs advised on November 9<sup>th</sup> 2016, the Mount Abraham Union High School principal terminated the security contract. Police officers previously checked the buildings on nights and weekends, so now we will see a revenue shortfall from this. The new Athletic Director is saying there will not be a police officer on duty for basketball games unless they expect a higher attendance for the game, and then there will be a police officer on duty, but only at the schools discretion. The school will still be billed for emergency calls. Kevin mentioned charging a call out charge for the calls that occur when a police officer is not physically on duty. His proposed budget decreased part time labor to 30 hours per week and increased the overtime budget. Kevin Gibbs noted he still needs part time workers, but they are only available on weekends and he occasionally needs coverage on weekdays not weekends, so weekday officers have to work overtime. Kevin Gibbs wants to look at his current year overtime budget line and look at all the hours and see

when the over time has occurred, as this budget line is currently on target to be overspent. Kevin Gibbs is reducing administrative hours to 10 hours a week to cover both Liz and Lisa. Joel Bouvier is questioning the past budget line for salaries and Therese Kirby said she will look at the audit entries and get back to The Board. The legal expenses section is new. Kevin Gibbs advised the Board that vehicles can barely fit into the garage doors. When they put a vehicle in the sally port, they can't put a vehicle in the second side since there isn't enough room. Kevin would like to see an improvement made in the garage to add a larger overhead door and a man door, and remove the existing overhead doors, so there is more space.

4. Discussed proposed zoning/economic development budget 2017/2018 up 2.82% from last fiscal year. Eric Forand is working with Kevin Harper to create marketing tools for the proposed business park on Fire House Drive. He gave the Board information on zoning permits issued. He also noted the Town signed up for VT Alerts and in a past water bill, he included sign up information for water users, so if there is a water issue they can be alerted without other members of the community having to go door to door to notify them. He would like to get all Bristol residents signed up, so they may be alerted of other emergency situations.
5. Ted Lylis moved to adopt Fire Department policies. Peeker Heffernan second, so voted (Michelle Perlee voted no, Ted Lylis, Peter Coffey, Peeker Heffernan and Joel Bouvier voted yes)
6. Peter Coffey moved to accept the Revolving Loan Fund Committee's recommendation to loan Vt. Tree Goods \$50,000 for 10 years to balloon in 5 years at 4.0% interest, with John Monks land in Underhill as collateral. There is a mortgage on the property in Underhill. . Peeker Heffernan second, so voted.
7. Budget discussion for fiscal year 2017/2018. Ted Lylis mentioned would like to see a salary increase across the board for all town employees of 2.1%. Therese mentioned she will not be running for Delinquent tax collector and Jen Myers will be running for the position.
8. Joel Bouvier moved to approve minutes of December 19, 2016 meeting as amended. Ted Lylis second, so voted.
9. Town Clerk & Treasurer's Office Report, including liquor licenses (inc: Hogback Brewing, Bobcat, RL Vallee). Joel Bouvier moved to approve Hogback Mountain Brewing's special

event permit for January 14, 2017 will have a private tasting for a group of six. No beer will be sold. Peeker Heffernan second, so voted.

10. Authorize Accounts Payable Warrant for \$61,523.

11. Selectboard Round Table:

Ted Lylis asked the description for 4<sup>th</sup> of July electric be changed from “4<sup>th</sup> of July” to “parts” or maintenance “on the Eastview Electric bill, as it was not the fault of the 4<sup>th</sup> of July Committee that this work needed to be done. Joel Bouvier asked about the Hub taking students to Williston. Joel Bouvier read on Front Porch Forum, that the Hub was looking for drivers and he wanted to make sure they are vetted for insurance purposes. Therese Kirby will follow up. He also noted Bristol is listed as the seventh of fifteen best towns to visit in Vermont on the crazy tourist’s website. Joel Bouvier mentioned the Jackman in the past water bills. Ted Lylis addressed his concern and feels we shouldn’t do this further. Michelle Perlee stated that Therese had spoken with them about this. Champlain Valley Plumbing and Heating will place a flyer in the spring water bills, and then the practice will end. Peter Coffey asked about parking by the federated church and if the No Parking signs can be removed by the old fire station since the signs no longer need to be there. Therese said Sgt. Crowe had updated a parking ordinance and submitted it to the Chief, so she will check on the status of it.

12. Town Administrator’s Report:

Therese stated she updated the 32 North Street RFP, had Pam update the Town’s website and sent the information to Preservation Trust of Vermont for advertising. Peeker Heffernan stated he is one of the interested parties for 32 North Street and will remove himself from voting when the time comes. Therese Kirby asked if a Town employee chooses not to have a direct deposit, but authorizes the department head to come to the office to pick up the pay check, would they be okay with that. Majority of the Board agreed to leave the policy as is, so no, they will not allow that. Joel Bouvier mentioned the issue surrounding the lighting of the “Bristol Fire Department “sign on the new station. Joel Bouvier asked if we could get a light that properly lights the sign. Therese Kirby advised she has spoken with the Fire Chief and Kevin Harper, and they are discussing a possible resolution to the issue. Therese feels the Board will not be satisfied with the result, as the sign is a light color, as is the panel behind it. She also does not wish to spend any more money on the station. The majority of the Board agreed and is open to not lighting the sign at all. Therese will keep them updated on the issue.

Therese noted the electric bill was up \$200 this month at the Fire Station, so she thinks it is a good idea not to reduce that line in the budget. Michelle Perlee brought up using the washer at the Fire Station and stated that will also increase the cost of the electricity.

13. At 8:53PM Peter Coffey moved to enter executive session to discuss the employment and evaluation of public officer's and employee's per 1 V.S.A. § 313 (a)(3). Ted Lylis seconded, so voted.
14. The Board came out of executive session at 9:58pm. At 10:00 pm Peter Coffey moved to adjourn. Peeker Heffernan second, so voted.