

Town of Bristol, Vermont  
Selectboard Meeting Minutes of  
Monday November 20, 2017

Selectboard Members present: Chair Peeker Heffernan, Joel Bouvier, Michelle Perlee, Peter Coffey and Ted Lylis. Also present was Town Administrator Valerie Capels, Board Clerk Tasha Bouvier, Filming for NeatTV Shawn Kimball, Jim Quaglino, Lieutenant Bruce Nason, Bob Donniss, Sandra Comly, Lee Comly, Sally Burrell, Linda Andrews, Porter Knight and Ian Albinson.

At 6:03 p.m. Chair, Peeker Heffernan called the meeting order.

There is a memo from Jen Myers, Town Clerk regarding Fire department salaries and when those are paid out. This will be added to other business for discussion.

Sandra Comly is asking the Select board to have the local churches use the park along the sidewalk to put up a nativity scene. Peter Coffey moved to approve the use of the park to the church groups to do a nativity scene along the sidewalk and the use of a safe fire pit with extinguishers on hand. Ted Lylis seconded, so voted.

Porter Knight had a nice poster display the progress of the trail and how everything is coming together. The trail committee met in August and are gathering permission from the various land owners. There is one resident that is along the trail that seems to not be interested in giving permission. There are sections of the trail that he has now bulldozed the land and feels there is a boundary dispute.

Public Forum: Sally Burrell asked how the Memorandum of Understanding (MOU) with Vermont Gas is going and if the community will be able to give any input. The letter of intent has already been signed which was about 3 years ago. The approval for them to come to Addison County has already been done. The agreement is being drafted for the MOU between the Lawyers and the town.

Communications Committee update: Ian Albinson, Linda Andrews and Sally Burrell. First discussion was the town website. The Layout and design, identity for the town, easier to navigate, break down of departments and more details could be added to the website. They suggested an option on the website to have community member's sign up for a mailing list. They suggested having the town start using social media with Facebook, youth leadership program for kids to get involved in their community and be involved with the Boards and update signage. Valerie Caleps asked if the Board was ok with going forward with a Facebook page and having the Board giving guidance. The Board gave the go ahead for Valerie to put together a Facebook however she said this won't be looked at until budget season is done.

Consider Revolving Loan Fund loan adjustment: Vermont Tree Goods request regarding collateral for second loan. Peter Coffey moved to approve to make this change with the recommendation from RLF. Joel Bouvier seconded, so voted.

Consider Revolving Loan Fund application: Wade Properties. RLF approves with certain terms regarding the Design Review Board needing to approve the change. Michelle Perlee moved to accept the Wad

Properties with the RLF recommendations. Peter Coffey seconded, so voted. The amount of the loan is \$15,000 to upgrade windows and undertake some interior repairs in the building at 1 Main Street/2 South Street.

Consider subordination agreement to National Bank of Middlebury for Bristol Works loan. The document stated there are no new dollars, but Peter Coffey said the debt has increased \$200,000 so this should go back to the RLF. Valerie Caleps said the money was just moved around, so there is no new money. National Bank of Middlebury took the debt over of the 4<sup>th</sup> in line business. Ted Lylis moved to approve the agreement and give Chair Pecker Heffernan permission to sign the document. Peter Coffey seconded, so voted.

Consider purchase of Police Department cruiser. Some of the equipment from the old cruiser will be put on the new cruiser. Peter Coffey moved to purchase the police cruiser from Heritage Ford for \$30,614. Michelle Perlee seconded, so voted.

Consider North Street speed limit and signage proposals. Bob Donnis is requesting to have the speed limit reduced from 40 to 30 mph approximately 300 feet before Bristol Rescue. He would also like to see signs saying approaching rescue squad, but Lieutenant Bruce Nason said there is signage from both directions. Valerie Caleps will check with Peter about moving the signage for the rescue squad signs. Lieutenant Bruce Nason did say the police officers are out more giving tickets especially in these high speed areas. At this time the Board is not going to look at reducing the speed because there has to be studies done, etc.

Consider request by Awakening Sanctuary for property tax exemption. Peter Coffey moved to have Awakening Sanctuary pay for just municipal taxes and similar to the "Good Neighbor Agreement" approach be adapted, the amount would be calculated yearly and give permission to Town Administrator, Valerie Caleps to sign the agreement. Ted Lylis seconded, so voted.

Review and approve minutes of November 6, 2017. This will be moved to the next meeting on December 4, 2017.

Authorize accounts payable warrant \$2,253,263.75.

Selectboard concerns. Joel Bouvier asked about getting iPads or tablets instead of using paper. Addison County Solid Waste meeting and some people that came to meet with the Board earlier this summer are looking at satellite transfer stations, so people can drop off there solid waste. Joel Bouvier wanted to say he appreciated the schedule for the police station, but would like to see Crowe work a day here or there, so he can interact with the businesses, etc. Peter Coffey asked the Heath road resident they need to fix there service line for water. It's leaking water still. Joel Bouvier spoke with Valerie to give it to Cyrus to have someone fix it and the resident will pay the bill. Justice of the Peace need to be updated on the Town's website. Ted Lylis asked about manhole number 11. Valerie is waiting to for a call back, but told them to go ahead with the work since we have the easement. Peter Coffey thank Joel Bouvier for having the memory tree planted.

Administrator's report. Planning commission meeting is at 7 p.m. tomorrow night, November 21, 2017. See the Town Administrator's Report.

Correspondence, reports, correspondence received. The carriage for the coach house to fix it is \$1,000 and the deductible is \$1,000, so does the Board want her to file a claim or not. The Board would leave this up to the Town Administrator to decide that. Note from Jen Myers about the Fire Department pay. The budget would be overspent, but in time it would even out. Requesting to pay firefighters December 1, 2016 to November 30, 2017 by November 30, 2017 and then pay on June 30, 2018 for December 1, 2017 to June 30, 2017 and then it go onto a fiscal year. The payment for the June 30, 2018 would need to be estimated by the Fire Chief and put into the Town Meeting report.

At 8:50 p.m. Michelle Perlee moved to enter executive session to discuss personnel matters per 1 V.S.A. § 313(a)(3), possible contract negotiations per 1 V.S.A. 6 § 313(a)(1)(A), and possible contract negotiation matters per 1 V.S.A. § 313 (a)(1)(A). Peter Coffey, seconded, so voted.

Respectfully Submitted,

Tasha Bouvier