

Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday October 23, 2017

Selectboard Members present: Chair Peeker Heffernan, Michelle Perlee, Peter Coffey, Ted Lylis and Joel Bouvier. Also present was Town Administrator Valerie Capels, Board Clerk Tasha Bouvier, filming for NEAT TV by Shawn Kimball, Jim Quaglino, Lieutenant Bruce Nason, Peter Ryan, Road Foreman Peter Bouvier, Jamie Simpson of Green Mountain Engineering, Tim Bouton, Robert Rooker, and Sally Burrell.

1. At 7:00 p.m. Peeker Heffernan called the meeting order.
2. Under item II number 1, Alan Clark's name was inadvertently carried over from the previous agenda.
3. Jamie Simpson of Green Mountain Engineering and Road Foreman Peter Bouvier about the West Street waterline project. The location of the existing water line was off with the Waterline project causing the new water line to be closer to sidewalk than expected. This caused interference with about 150 feet of sidewalks which were not scheduled to be replaced. There was agreement that the expense should be included in Munson's contract and could be paid through the Rural Development loan. Total of 850 linear feet of sidewalk that needs to be done with the project. Peter Bouvier mentioned there is another 800 feet that the town would like to do from Maple Street to Mount Abraham Union High School. That, plus the additional 150 feet impacted by the water line would bring the additional sidewalk replacement to more than 900 feet. 1,000 feet in length at 5 feet wide is 5,000 square feet. At \$8.67 per square foot for construction and \$0.11 per square foot for removal, the total cost could be up to \$43,900. Sidewalk may not be done with the project before November 1st and may need to wait until Spring. If Munson doesn't complete the project by the contract date then the Town can seek damages. There is \$17,000 in the budget and \$5,000 that was approved from the last Town Meeting to replace the sidewalks. The remainder will come from the Capital Road Fund and this would include raising up the sidewalk. Ted Lylis moved to replace up to 1,000 linear feet at 5 feet wide of sidewalk to complete the West Street project sidewalks. Joel Bouvier seconded, so voted. Peter Bouvier said he would like the old material from the sidewalk stockpiled at the Fire Station and use it at the gravel pit. Jamie Simpson will speak with Lindsay at Munson about the old sidewalk material.
4. Planning Commission candidate interview with Sally Burrell.
5. Planning Commission candidate interview with Robert Rooker.
6. Public Forum. Jim Quaglino commended the Board for doing a great job with the Notch Road project. Peter Ryan asked why does the Planning Commission meet every two weeks? He thinks it's an awful lot of meetings. Peeker Heffernan mentioned because the committee is so diverse they need to go through everything thoroughly and make sure the Town of Bristol is up to speed with the state regulations and doing permits.
7. Request for Revolving Loan Fund loan collateral adjustment for Eric Forand. Peter Ryan said Eric Forand came to the RLF for Prince Lane project. Eric Forand financially needs to get out of his

mortgage with it and asked the RLF to refinance his loan and the Town of Bristol would be 3rd on his home mortgage. The loan would stay at 2.5% interest rate. Prince Lane project was electric upgrades and improvements. Peter Ryan said he feels this is fair. The vote was 4 yes and 1 no from the Revolving Loan Fund committee. The balance of the loan is \$7,685.94. Michelle Perlee moved to approve the RLF to refinance Eric Forand loan with the closing costs added into the loan amount and have Town Administrator sign any documents necessary. Joel Bouvier seconded, so voted.

8. Consider fountain repair scope of work and cost estimate from Vermont Protective Coatings. Joel Bouvier moved to go with Vermont Protective Coatings for \$3,100 pending the identification of a funding source. Peter Coffey seconded, so voted.
9. Water Commission: Request by George M. Tighe to abate part of water bill. There was consensus among the board that the water bill will not be abated.
10. Selection of printer for Town Report. There was agreement to discuss this during executive session.
11. Consider quote for repair of the bank near the municipal septic area. Currently there is only one quote. There was consensus that additional quotes should be sought for next meeting and to decide then.
12. Identify funding source for Memory Tree replacement. Peeker Heffernan said the Town can take one of his trees, but he is not sure if it's what the Board is looking for. Joel Bouvier moved to buy the tree from Greenhaven, which would come with a year's warranty. Peter Coffey seconded, so voted. Ted Lylis voted no. Valerie Capels identified the General/Miscellaneous line item in the General Expenses section of the budget as a possible funding source. \$1,500 was budgeted and there is a \$1,462 balance. Joel Bouvier will follow up with Greenhaven. The suggestion was made that the Recreation Dept. post a note on Front Porch Forum inviting members of the community to donate toward the cost of the tree.
13. Request by ACRPC to form All-Hazard Mitigation Plan Update Committee with Tim Bouton. Tim Bouton provided an outline of the update process. A committee would be put together that would meet about 3 times for about an hour to hour and a half and go through the list from the plan. He recommended that First Response services be added to the list of committee representatives. Joel Bouvier moved the Board form a Hazardous Mitigation Plan Update Committee and send the list to ACRPC. Michelle Perlee seconded, so voted. Joel Bouvier will be the Board representative.
14. Request by Listers to name a new road "Heather Lane" off of Burpee Road. Joel Bouvier moved to name the new road off of Burpee Road, Heather Lane. Peter Coffey seconded, so voted.
15. Authorize Valerie Capels to be added as Grant Electronic Authorization Recording System (GEARS) grant administrator. Joel Bouvier moved to approve Valerie Capels to be added as a GEARS grant administrator and have Peter Coffey to email GEARS to authorize Valerie to be added. Peter Coffey seconded, so voted.

16. GMP petition for work in Town right-of-way: TH8 – Notch and Upper North Roads. Road Foreman recommends that Green Mountain Power be responsible if there are any erosion or destabilization after the poles are installed and the overhead lines be 32 feet in height. Joel Bouvier moved to approve GMP right of way on Town right-of-way on North and Upper North Roads with Road Foreman's recommendations. Ted Lylis seconded, so voted.
17. Review and approve minutes of October 9, 2017. Peter Coffey moved to accept minutes with the three corrections: Item 5 should reference *Lieutenant Nason*; Item 14: Peter Coffey asked for a report ...; and "Joel Bouvier thanked Phoenix King for the picnic tables." Ted Lylis seconded, so voted.
18. Authorize accounts payable warrant \$184,773.61.
19. Selectboard concerns. Ted Lylis asked about status of park electrics. Peter Coffey mentioned he notified Chris Griggs that he was going to get to that a couple of weeks ago. Valerie Capels will call Eastview Electrics to get an update on the project. Ted Lylis expressed concern about a certain resident dumping her trash in the public trash on Main Street. He offered to share a photo he took of her. Joel Bouvier suggested Ted Lylis give the picture and statement to the Bristol Police Department. Peter Coffey asked about status of the water situation at the football building at MAUHS. Joel Bouvier reported that the Superintendent said hold off since the building may be torn down, but the Athletic Director asked Joel about it. Joel Bouvier suggested the Athletic Director speak with his superintendent. Michelle Perlee asked what was added to the warrant since it is a little more than what the email had said. The difference is \$411.52. Michelle noted that meetings will begin at 6pm starting with November 6th meeting. Michelle Perlee asked about the ZBA and if the positions will be put on Front Porch Forum. Valerie Capels will follow up with Kris Perlee to check with the alternates and see if they want to be permanent members. The suggestion was made to post the vacancies on Front Porch Forum. Joel Bouvier reported on his finding regarding a leak on Mountain Street near the hydrant. The owner of the property needs to do the work to fix the leak. Valerie Capels will prepare a letter to send to the owner.
20. Administrator's report. Valerie Capels reported that Terry Thomas is interested in extending the waterline to his project on Orchard Terrace. She asked Green Mountain Engineering for a quote for the design for the November 6 meeting. She met with the Planning Commission last week. She added that she will be meeting with Lieutenant Nason for a tour on Wednesday of this week and Peter Bouvier for a tour possibly later in the week.
21. At 9:02 p.m. Michelle Perlee moved to enter executive session to discuss personnel matters per 1 V.S.A. § 313(a)(3) and possible contract negotiations per 1 V.S.A. § 313 (a)(1)(A). Joel Bouvier seconded, so voted.
22. The Board came out of Executive Session at 10:25 p.m. Upon returning to Open Session, the following actions were taken:
 - Joel Bouvier moved to accept the Town Report quote from Repro, with 10 spiral bound copies at no additional cost. Peter Coffey seconded. So voted.

- Michelle Perlee moved to appoint Robert Rooker to the Planning Commission. Ted Lylis seconded. So voted.

23. At 10:30pm Michelle Perlee moved to adjourn the meeting. Ted Lylis seconded. So voted.

Respectfully Submitted,

Tasha Bouvier