

Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday November 6, 2017

Selectboard Members present: Temporary Chair Joel Bouvier, Michelle Perlee, Peter Coffey and Ted Lylis. Also present was Town Administrator Valerie Capels, Board Clerk Tasha Bouvier, filming for NEAT TV by Mary Arbuckle, Lieutenant Bruce Nason, Addison Independent Gaen Murphee, Jim Quaglinno, Vicki West and Ian Albinson.

1. At 6:03 p.m. Temporary Chair, Joel Bouvier called the meeting order.
2. Skipped to item #3 regarding Green Mountain Engineering.
3. Consider quote from Green Mountain Engineering (GME) to design water line extension from Woodland Apartments stub up Lovers Lane to Orchard Terrace. There was consensus of the Selectboard that Valerie Capels send property owners along the route a letter about the proposal and get commitments to connect in writing. Ted Lylis asked if we could get another bid from a different engineering company, but the amount has already been published.
4. Consider whether to pursue development of a wastewater facility plan for improvements to the Core Sewer System with funding through a no-interest CWSRF loan. Peter Coffey moved to approve GME's lump sum proposal of \$2,500 to update the wastewater facility plan. Ted Lylis seconded, so voted.
5. Consider quote for repair of the bank near the municipal septic area. There are three quotes to consider. Peter Coffey moved to accept Masterson's Excavation and Son's, LLC quote of \$2,600 for the project. Ted Lylis seconded, so voted. Aker Excavating (\$5,000) and Heffernan's Excavating (\$3,900) were the other two bids.
6. Consider purchase from the Capital Water fund for a new hand-held device for the water meter readers. Ted Lylis moved to accept Treasurer Jen Myers' recommendation to purchase the hand-held device from Prescott. A second or third quote was not available; there was agreement it would be a single source purchase. Michelle Perlee seconded, so voted.
7. Consider subordination agreement to Vermont Federal Credit Union on behalf of Mountain View Villas and authorize Selectboard member to sign. Michelle Perlee moved to accept the subordination agreement and authorize Joel Bouvier to sign the agreement pending Peter Ryan's review and agreement. Ted Lylis seconded, so moved.
8. Consider options for clean-up of Hardscrabble Cemetery following last weekend's storms and repair of numerous broken headstones. Henry Ramsey of R&R Lawn Service estimated a cost of roughly \$800 to clean up the debris, but not to fix the headstones. Discuss at the next meeting.

There was agreement for Valerie Capels to check with the Road Foreman to see if it was a project the Road Dept. had the time to do.

A recent incident at the Memorial Park in which a visitor slipped on the wooden steps was discussed. There was consensus of the Selectboard to have the Road Dept. close off the access for the rest of the season and for Valerie Capels to look into having Henry Ramsey address the stairs in the spring.

9. Brian McCormick was not present. This item was suspended until either later on the agenda or a future meeting.
10. Public Forum: None
11. Public Hearing – Running-at-large violations of Dog Ordinance: Vicki and Greg West. The dog has been sent to the pound three times. Since the last time he got out Vicki installed an invisible electric fence and this has worked. He is a pure bred blue tick hound hunting dog they intend to have neutered after he has been bred. They have another dog that is neutered and does not run at large. Michelle Perlee moved for a 30 day monitoring period from November 6, 2017 to December 6, 2017 with the neighbors contacting the Town each time there is an issue. Peter Coffey seconded, so voted.
12. Consider changing health insurance program provisions. Following discussion of the details provided in Treasurer Jen Myer's memo, Michelle Perlee moved to allow employees to choose the plan they want either an HRA or HSA plan Ted Lylis seconded, so voted.
13. Review and approve minutes of October 23, 2017. Peter Coffey moved to approve the minutes with Michelle's typographical corrections. Michelle Perlee seconded, so voted.
14. Michelle moved to accept license for Stonecutter Spirits for event at Mary's at Baldwin Creek on December 2, 2017 and Hogback Brewing for November 28, 2017 and renew liquor license for Rite Aid. Peter Coffey seconded, so voted.
15. Authorize accounts payable warrant \$446,473.49. Michelle Perlee moved for Jen Myers to pay short-term and long-term disability once she confirms the numbers to be put in the next warrant for the November 20, 2017 meeting. Peter Coffey seconded, so voted.
16. Selectboard concerns. Michelle Perlee thanked Jen Myers for the explanations about the codes. Michelle Perlee had a number of questions about some of the amounts and why the Town was over budget with some line items in the budget status report prepared by Treasurer Jen Myers. Michelle asked if the Salon on West Street obtained a permit for their sign. Valerie Capels will check with Kris Perlee. Ted Lylis asked about getting 3 year comparison on the budget. Michelle Perlee mentioned that once the budget is drafted for the upcoming year and we start reviewing

and discussing there will be more information and 3 years of data. Ted Lylis said there is a gentleman in town that has a lot of experience (Jim Quaglino) with police work and if Jim could be involved in the day to day operations of the Police Dept. Peter Coffey suggested Lt. Nason and Valerie Capels discuss it. Joel Bouvier thanked the Police Department regarding a community member throwing their trash away in public trash cans. Joel Bouvier mentioned for the side of the roads to be clear of basketball hoops and any other items that would be in the way of the town's plow.

17. Administrator's report. Valerie Capels clarified that the Bristol Elementary School evacuation drill will have the parent pick-up protocol in the spring. Valerie had an update from Darla that the acoustic project upstairs in the Town Hall will begin next week, Monday through Wednesday, 7:00am to 7:00pm. It will be followed by the audio/microphone project.
18. Correspondence, reports, correspondence received. Ron LaRose sent letter regarding concerns about the West Street infrastructure project management and that picnic tables be installed at the Lord's Prayer Rock park. There was discussion that the West Street pavement is temporary. They are waiting for Pike to come to the final paving. Pike will be available starting Monday for paving. No word on the sidewalk project and where we are at with that. There was agreement that installation of picnic tables at the Lord's Prayer Rock park should wait until spring. Peter Coffey wants to support the Boy Scouts, but does not feel the picnic tables will last long enough. Other types of picnic tables were discussed. Peter Coffey recommended that the Board research this through the winter. The Selectboard acknowledged a letter from Chris Urban regarding a community tree nursery. Valerie will keep the letter on file.
19. Executive Session. Upon a finding that premature general public knowledge would place the Selectboard or a person involved at a substantial disadvantage, 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. § 313(a)(1)(A), and pending litigation per 1 V.S.A. § 313 (a)(1)(E). Peter Coffey, seconded, so voted. The Selectboard met in executive session from 7:13pm to 8:10pm. Upon returning to open session, no action was taken. Ted Lylis expressed interest in serving as Selectboard liaison in the upcoming Police Dept. union negotiations. The Selectboard concurred.
20. Adjourn. At 8:15pm, a motion was made and seconded to adjourn. So voted.

Respectfully Submitted,

Tasha Bouvier