

Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday December 18, 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 Mary Arbuckle, Lieutenant Bruce Nason, Patty Heather-Lea, Fire Chief Brett LaRose, Jim Quaglino and Amos Martin.

1. At 6:03 p.m. Chair, Peeker Heffernan called the meeting order.
2. Valerie Capels added two items under other business. The first item is to have a motion for Selectboard Chair, Peeker Heffernan, to sign a resolution with the National Bank of Middlebury to update signers on the Town accounts to Jen Myers and Sharon Lucia. The second item is to have a motion to authorize Town Treasurer to sign the ACH Agreement with National Bank of Middlebury to continue our Direct Deposit relationship for paychecks. There is also a special event license permit request.
3. Public Forum: Jim Quaglino expressed his thoughts on Vermont Gas. He expressed there has been plenty of hearings, articles in newspapers, etc. and where were these people when this was happening. He also wanted to wish the Board a very Merry Christmas, a Happy New Year and wanted to thank the Board for all of their hard work.
4. Public Hearing – Running-at-large violations of Dog Ordinance: Vick and Greg West. Valerie Capels sent a certified letter to Vicki and Greg West and received a note that they did receive the letter. Shelley Bryant called the town and said the dog got out again and the dog was impounded until the owners came and picked the dog up at the town garage. Some of the Selectboard members wanted to know if there was a reason why the dog got out, whether the power went out and the electric fence didn't work or the kids let him out by accident. Vicki West hasn't called and Valerie left phone messages with no responses. This is the sixth issue since Shelley Bryant made the complaint and the first issue since the electric fence was installed. Ted Lylis moved to have Valerie Caleps send a letter to Greg and Valerie West and have a public hearing on January 8, 2018 and if the dog escapes again then the dog will be permanently impounded at the owner's expense until after the public hearing.
5. Consider leave of absence request from Firefighter Karen Moore. The request is from December 31, 2017 through December 31, 2018. Joel Bouvier moved to accept the leave of absence request for Firefighter Karen Moore. Ted Lylis seconded, so voted.
6. Consider leave of absence extension from Firefighter Matthew Babcock. Matthew is currently on a leave of absence since September 1, 2017 and is requesting to extend this until March 31, 2018. His initial request was from September 1, 2017 to December 31, 2017. Michelle Perlee moved to accept the leave of absence extension until March 31, 2018 for Matthew Babcock. Ted Lylis seconded, so voted.
7. Capital expense request from Fire Department for Fire Service Extension Ladder and nozzle. This service ladder is 35 to 40 years old and the last time it was serviced was 2 years. Two

weeks ago the department tagged it out of service. The ladder has been giving the Department problems for the last few years. Brett LaRose is asking to bump the request up now for the ladder since this goes with the new pumper that will be coming down the road in four years. Brett LaRose stated there are adequate funds to purchase this now. He is also requesting to purchase one new nozzle to replace two 20 year nozzles. The total purchase of the new ladder and nozzle would be \$2,057.35. Michelle Perlee moved to approve the purchase of a nozzle and ladder. Ted Lylis seconded, so voted. Brett LaRose sent the Board a list of budget items and he stated currently they will not be purchasing a dryer. The Fire Department uses drying racks instead and don't feel the need at this time to purchase a dryer.

8. Preliminary discussion of Fire Department capital and apparatus replacement plans. Brett LaRose stated the cost of a new pumper, if purchased today, would cost about \$500,000. Brett said the goal for this apparatus plan is to put money aside every year rather than when the time to replace a piece of equipment not to have to go to the town for money. The bond payment is about \$32,000. The Board agrees to put in \$70,000 for the budget of the Apparatus plan for 2018-2019.
9. Preliminary review and discussion of draft License Agreement with Vermont Gas. Valerie Capels stated the draft of the MOU is a blend of corrections from the previous Town Administrator, Therese Kirby and Board member Michelle Perlee and herself. Vermont Gas removed somethings and Michelle and Valerie added them back in which were mostly tweaking some wording. Michelle Perlee asked to add in about if the Town gets sued Due to Vermont Gas being at fault then the Vermont Gas pays the attorney fees. Michelle would like to see the easement information in the MOU even though Vermont Gas had taken it out. Patty Heather-Lea asked a few questions. If trees are killed in the process of this is Vermont Gas responsible - Yes. What are Vermont Gas safety check systems? This would be a question for Vermont Gas at the Public Hearing which is on Monday February 12, 2018. If an accident does occur, who is responsible? They have an emergency response system, but it is a case by case basis. Ted Lylis asked if there will be a Town representative, for example the Road Foreman, when the Vermont Gas is in town and doing work. Joel Bouvier mentioned having Vermont Gas paying up to 20 hours per week to have someone there. Nothing will be signed until after the Public Hearing.
10. Consideration of Holley and Howden Hall snow removal quotes. Joel Bouvier moved to award Ash Smith the bid for a 1 year contract. Ted Lylis seconded, so voted. This would be covered under workers compensation if he doesn't have his own insurance and must be here before 7 a.m.
11. Consider naming private driveway off Pine Street to Pine Meadows Lane. Joel Bouvier moved to name it North Meadow Dr. at owner's request. Peter Coffey seconded, so voted.
12. Consider the Lister's Errors' and Omissions Report. Michelle Perlee moved to accept Listers' Errors' and Omissions Report. Joel Bouvier seconded, so voted.
13. Review and approve minutes of November 20 and December 4, 2017. The Board will move November 20, 2017 and December 4, 2017 to January 8, 2018 meeting for approval.
14. Authorize accounts payable warrant: \$248,312.66

15. There is one liquor license event permit from the Nomadic Chef at Tandem for December 22, 2017 from 5-10 p.m. to happen in the alley between NBM and the old Corner Store. When making this motion please have the motion to include the company name, the date, the time, and the location for the minutes. 9pm instead of 10pm. Michelle Perlee moved to approve liquor license permit for Nomadic Chef at Tandem for December 22, 2017 from 5 to 9 p.m. in the alley between National Bank of Middlebury and the old Corner Store. Joel Bouvier seconded, so voted.
16. Selectboard Concerns. Joel Bouvier saw Gaen is leaving the Addison Independent and thanked her for a job well done and wished her well. He asked regarding the Owners behind the Fire Station (Woodland Apartments), if the deal isn't done by July 1, 2018 what happens. Valerie said the contract does say it can be extended. Has the Former Chief of Police turned in his equipment that is Town property? Lieutenant Bruce Nason said he is in the process of finishing this up. Michelle Perlee what happened with Lover's Lane and the manhole. Valerie said it was modified to have no 90 degree angle and isn't in the Town right of way. Ted Lylis asked about the hydrant on Lover's Lane and if it needs to be drained more than once a month. Peeker asked if the hydrants got tested and pumped out on a regular basis. Crys will be maintaining the hydrants as needed. Ted Lylis asked about the sidewalk by Eric Forand's business. It is very messy and icy. This is a conversation with either the Road Foreman or Bristol Core.
17. Town Administrator's Report. Valerie Capels has nothing to add to her report.

Other Business:

1. A motion to authorize Selectboard Chair, Peeker Heffernan, to sign a resolution with the National Bank of Middlebury to update signers on the Town accounts to Jen Myers and Sharon Lucia. Peter Coffey moved. Michelle Perlee seconded, so voted. Joel Bouvier is abstaining.
2. A motion to authorize Town Treasurer to sign the ACH Agreement with the National Bank of Middlebury to continue our Direct Deposit relationship for paychecks. Michelle Perlee moved. Peter Coffey seconded, so voted. Joel Bouvier is abstaining.

Executive Session:

1. Upon a finding that premature general public knowledge would place the Selectboard or a person involved at a substantial disadvantage. At 7:50 p.m. Michelle Perlee moved to enter executive session to discuss personnel matters per 1 V.S.A. § 313(a)(3) and pending litigation per 1 V.S.A. § 313 (a)(1)(E). Joel Bouvier seconded, so voted.

Respectfully Submitted,

Tasha Bouvier