

**Town of Bristol, Vermont**  
**Selectboard Meeting Minutes of**  
**Monday May 28, 2018**

Selectboard Members present: Chair Peter Coffey, Vice-Chair Joel Bouvier, Pecker Heffernan, Michelle Perlee, and Ted Lylis.

Staff present: Town Administrator Valerie Capels, Public Works Foreman Eric Cota, Hub Teen Center Program Manager Brian LaClair, Recreation Director Meridith McFarland, Lieutenant Bruce Nason, Board Clerk Tasha Bouvier.

Others present: Filming for NeatTV Shawn Kimball, Kristen Underwood, Porter Knight, and Jim Quaglino.

**I. Call to Order.** Chair Peter Coffey called the meeting to order at 7:00 p.m.

1. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A). There were no adjustments.

**II. Public Forum.**

1. None.

**III. Scheduled Appointments.**

1. Public Works Foreman Eric Cota: request to purchase vehicle ahead of schedule; department updates. Eric said the truck he wants to change is the 2009 International. It's becoming an unreliable truck. From December 2016 to present, there have been \$32,000 in repairs. The one they are looking at is an international truck HX and heavy-duty utility series. Eric recommends the 5-year warranty and to go with Clark's for the HX truck and the plow equipment. Joel Bouvier moved to purchase the HX series truck from Clark and trade the 2009 tandem per the quote with the extras and warranty. Ted Lylis seconded. So voted.

Eric Cota asked if the Board would like the sidewalk lines to be painted in the intersection or have the special plastic paint. The plastic paint lasts longer but would need to be hired out. The Board said to have the Public Works Department paint them. Trees are being removed in June. Road trip will be Wednesday June 27, 2018 at 3 p.m. Joel Bouvier will get the bus. Eric is meeting with VTrans tomorrow regarding the mudslide on the Upper Notch Road project. The fog lines on the South Street bridge have been done. Paving should be around the 3rd week of June for Notch Road.

2. Porter Knight: Resolution ratify insurance coverage for the Bristol Recreation Club and Trail Network update. Porter reviewed the policy for the insurance and spoke with VLTC and saw that coverage for the Bristol Recreation Club was not clear in the policy. On behalf of the BRC, she is asking this to be ratified. There was discussion about the proposed provision covering the members of the BRC Board. Valerie and Porter will make sure VLTC is ok with the language and whether it was intended to cover volunteers. Valerie will also check to see why the grandstand is separated out from the kitchen, bathrooms, etc.

Porter Knight and Kristen Underwood provided an update on the trail network project. The Bristol Conservation Commission is working on a kiosk for signage for the interpretive signs

for the Bristol Manufacturing Company (Coffin Factory) trail. Porter reported the Bristol Rec Club did not receive the grant, but authorized spending one weeks' worth of the Vermont Youth Conservation Corps's time to help with the build and design of the more difficult parts of the trail behind West Street , and the volunteers can do the rest.

**IV. Regular Business.**

1. Consider request for Bristol Elementary School to close a short section of Mountain Street for "Fun Day", Friday, June 8, 2018. Peeker Heffernan moved to allow them to close the street for 45 minutes. Joel Bouvier seconded. So voted.
2. Consider authorizing submission of applications for Occupancy Protection and DUI Grants through the Governor's Highway Safety Program. Lieutenant Bruce Nason said the information is the same as it has been in the past. Peeker Heffernan moved to allow Bruce Nason to apply for the grant. Joel Bouvier seconded. So voted. Michelle asked about the mileage and salary. Bruce said the town pays for it then gets reimbursed by the grant.
3. Reconsider concerns about the speed limit on North Street and enforcement. Selectboard members recapped prior discussions on this topic. There was consensus that Bruce will put a speed cart out. Valerie will follow up with the gentleman that sent the complaint.
4. Consider sharing half the cost of the Construction Permit Application for Woodland Apartments water connection as co-applicant. Valerie reported that the State of Vermont is requiring the Town to be a co-applicant on the construction permit application. There was a question whether one of the other fees applied. Michelle Perlee moved to pay half the fee if the amount is \$450 and provided there is not the additional \$0.003 per day design capacity charge. Ted Lylis seconded. So voted.
5. Consider selection of a contractor to paint the band stand. Valerie reported that two bids were received: Always Quality Painting (Patrick Lepore) for \$2,900 and ProPainter (Charles Correll) for \$3,450. Ted Lylis moved that Always Quality Painting be selected do the painting. Peeker Heffernan seconded So voted. Always Quality Painting indicated they might be able to fit it in the last week of June before the holiday. The Selectboard would prefer that if there is no risk it would not be completed before the holiday activities.
6. Consideration of West Street land purchase for the purpose of a developing new teen center recreation facility. There was discussion about the fact the Town has been informed by the Bristol Rec Club that they do not plan to put any more money into the current Teen Center building. There is an opportunity to purchase 76 West Street. The Board is thinking of purchasing this property to move the skate park, pottery studio, offices and teen center into the new location. In order to use the undesignated balance to purchase the property there would need to be voted by ballot. Michelle Perlee moved Valerie recommended purchasing the property pending voter approval and using Capital Building Fund for the design fees. Ted Lylis seconded, so voted.

7. Approval of meeting minutes of April 16, April 30, and May 14, 2018. Valerie reported that these are in progress and not ready yet.
8. Authorize accounts payable warrant and any liquor licenses. Accounts payable is \$174,331.49. Michelle Perlee moved to approve the following permit applications with the conditions stated on the permits: Drink Pink, Inc. to use the Bobcat for a vow renewal approximately 30 people on June 7, 2018, Zero Gravity for Pocock Rocks, Hired Hand Brewing for Pocock Rocks, 14th Star Brewing for Pocock Rocks, Hogback Mountain Brewing on 51 North St as part of the walking tour for the June 8, 2018, Hogback Mountain Brewing on September 22<sup>nd</sup> for Harvest Festival on the green, and Art on Main Artist reception on July 6 and 18, 2018. Ted Lylis seconded. So voted.
9. Selectboard Concerns. Ted Lylis asked about the trash can on the park. Valerie said Sharon had several calls in to R&L Rubbish and had not heard back. It was noted the trash can just needs to be brought to the park. Valerie will ask the Public Works Department to move it.
10. Joel Bouvier asked about prices for replacing the fire hydrants on Main Street. Valerie said VTUMS is in the process of researching the prices. Joel asked about the fix for storm water drains by Community Bank and would like to have it done by fall, so it has time to settle during the winter. Joel reported he is still trying to get some attorney fees back from Salisbury since Bristol did pay the attorney fees for the agreement to be written up.

Michelle Perlee thanked Alan Clark for the great work he did restoring the Town Green fountain. Michelle asked if we have some money in the undesignated fund then should the Town use some of it to pay down some loans? Michelle said she spoke with Alan at GME about possibly doing the Clerk of the Works job during the Vermont Gas installation. Michelle spoke with the attorney as well to see if this is a conflict and he said no.

Peter Coffey said the fire hydrant on Liberty street was leaking and it was taken care of by Cyrus. Peter said when Alan turned on the fountain, he found that Eastview had cut the wires, which they have since fixed. There is no padlock on the power box and we should have Cyrus go purchase one. Joel Bouvier said he had a Solid Waste District meeting last week.

11. Town Administrator's report. Valerie added under the meetings list in report that from June 11-13 and June 18-20 the Listers will be holding meetings all day regarding grievances following the town-wide reappraisal.

**V. Other Business.**

1. Correspondence, reports, correspondence received.

**VI. Executive Session.**

Michelle Perlee moved to enter executive session finding that premature general knowledge would clearly place the Selectboard or other parties at a substantial disadvantage regarding a

personnel-related matter per 1 V.S.A. §313(a)(3), and contract negotiations per 1 V.S.A. §313(3). Peeker Heffernan seconded. So voted.

The Selectboard met in executive session from 8:58pm to 9:45pm. Upon returning to open session, the following actions were taken:

Peeker Heffernan moved that the Town Administrator conduct the background checks on the two Police Chief final candidates and that the public interview be scheduled for Wednesday, June 13, 2018, 7:00pm. Joel Bouvier seconded. So voted.

[Staff Note: A conflict was subsequently identified for the June 13 date and June 25 was agreed as the alternative date. This will be ratified at the June 11, 2018 meeting.]

Peeker Heffernan moved to approve the promotion of Cale Pelland to Assistant Foreman per the Public Highway Forman Eric Cota's recommendation. Joel Bouvier seconded. So voted.

**VII. Adjourn.**

The meeting was adjourned at 9:50pm.

Respectfully submitted,

Tasha Bouvier  
Board Clerk

reviewed by Valerie Capels  
Town Administrator