

**Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday July 9, 2018**

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

Staff present: Town Administrator Valerie Capels, Lieutenant Bruce Nason, Fire Chief Brett LaRose, and Board Clerk Tasha Bouvier.

Others present: filming for NeatTV Mary Arbuckle, Ian Albinson, Kevin Harper, John Swepston, Tom Shea, Susan Bowen, 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 are two agenda items to be added. Consider curb cut application #18-02DA: Paul and Peter Jackman for parcel on Pine Street and request from Vermont State Police to add signage near Bartlett Falls regarding parking.

II. Public Forum

1. None.

III. Schedule Appointments:

1. 7:00 p.m. - Tree Warden Candidate interviews: Fred Schroeder, Tom Shea, Ashleigh Smith, John Sweptston. May include Selectboard deliberation in Executive Session to discuss appointments. Ashleigh Smith and Fred Schroeder removed their names as candidates. Tom Shea and John Swepston were both interviewed and the Board will discuss in executive session.

1. 7:20 p.m. - Brett LaRose: Fire Station drainage punch list item and request on behalf of the N.H. Munsil Hose, Hook & Ladder Company to apply epoxy to the Fire Station floor. Brett LaRose brought up about the drainage punch list item. On the North and South end of the Fire Station Dr. are flooding due to drainage issues. This was brought up within the first year of warranty, but not fully addressed. Valerie Capels will let the Public Works Department know to work on this and any questions ask Peeker Heffernan. This should be finished by September 1, 2018. N.H. Munsil Hose, Hook & Ladder Company is asking to apply epoxy to the Fire Station floor. The epoxy will cover the antique fire truck bay, the fire truck bay, locker room, and bathroom. Peeker Heffernan moved to approve N.H. Munsil Hose, Hook & Ladder Company to move forward to have the flooring at the fire station epoxied. Ted Lylis seconded, so voted. Brett LaRose asked if the town would be willing to put money towards the project from the Capital Building Fund. The Board decided not to spend the money.

IV. Regular Business:

1. Consider approving use of VT-Alert for public notification system. This came up after the water leak on Taylor and Pine Street where residents weren't notified in a timely manner. Residents can sign up for this alert system. VT-Alert has converted to a new system, so if you previously subscribed and didn't carry over your information to the new system, then you would need to sign up again. Valerie Capels drafted a memo to VT-Alert to adopt this system

for Bristol. Michelle Perlee moved to adopt the VT-Alert system with those identified on the memo as managers. Joel Bouvier seconded, so voted.

2. Consider adjustments to Agreement between Town and Vermont Gas Systems, Inc. proposed by VGS. May include deliberation in Executive Session regarding contract negotiations. VGS are okay with the corrections that the Town of Bristol sent over. The Board discussed certain sections of the agreement for example if the lines have been installed and then months or years later if a customer wants to connect then will the "Clerk of the Works" come back to oversee the project. Once the questions have been answered the agreement will be put back on the agenda at a future meeting.

3. Consider request by Green Mountain Stage Race for use of Town roads. If they contact Bruce he will advise them of needing an extra officer and them needing to get volunteers. Joel Bouvier moved to approve Green Mountain Stage Race for use of Town roads on September 2, 2018. Ted Lylis seconded, so voted.

4. Consider amendment to Stoney Hill Properties, LLC. purchase and sale agreement and certain conditions. In order to purchase the Woodland apartments Kevin needs to have purchased the acreage behind the Fire Station. Susan Bowen joined the discussion. The closing will still be on August 27th, the conditions will be pushed to be finished in the spring of 2019, and doing the 30 day approval by voters. Michelle Perlee moved to approve the 30 day notice on July 16, 2018 in the Addison Independent. Joel Bouvier seconded, so voted.

5. Consider curb cut application #18-02DA: Paul and Peter Jackman for parcel on Pine Street. Joel Bouvier moved to approve curb cut application #18-02DA: Paul and Peter Jackman for parcel on Pine Street. Ted Lylis seconded, so voted.

6. Vermont State Police is requesting signage near Bartlett Falls. Public Works director will spend money on signage for the Lincoln Road for both ends. Michelle Perlee moved for Eric Cota to purchase up to four signs for along Lincoln Road on both sides for no parking on the road way. Ted Lylis seconded, so voted.

7. Continued review of Selectboard goals, priorities, and general schedule for 2018 - 2019. Joel Bouvier added to get caught up with Selectboard meeting notes. A suggestion was given to Michelle from Jen Myers to have each member to be a liaison with each department head and the same thing with projects. An amendment to the water ordinance to have everyone use copper with the water lines. Background checks are under way for the Police Chief. Munson feels that everything is complete and wants to go through a final walk through. Grease trap topic was added as well for the septic system. The Selectboard added reclassifying roads.

8. Approval of meeting minutes of June 25 and June 27, 2018. North St not North Rd. Joel Bouvier moved to approve June 25 with corrections. Peeker Heffernan seconded, so voted. Michelle Perlee moved to approve June 27, 2018 with corrections. Ted Lylis seconded, so voted.

9. Authorize accounts payable warrant and any liquor licenses. Accounts payable \$225,992.73. No liquor licenses or special events.

10. Selectboard Concerns. Michelle Perlee asked about the Bristol Rescue coin drop on July 4th on East Street and it was still going on at 9:30 a.m. Michelle Perlee asked when someone is personally paving their driveway, do they have to get a permit to pave if they will be blocking part of the road. Kevin Corkins road was being done and the skid steer backed out in front of Michelle Perlee. Michelle Perlee had someone ask her if Valerie Capels could do a full packet that would be available here in the office. Joel Bouvier thanked Bruce for his help last week with a trailer not parked properly. Joel Bouvier brought up about the Postal Service. If someone sells there house then the new land owners has to have a mailbox at the end of there driveway which they will need a permit for. Joel Bouvier has asked Sharon for the policy. Joel Bouvier thinks this should be addressed now. Peeker Heffernan asked about the no turn signal which is stuck to on. Bruce Nason said they have ordered a new light and they are waiting for it to come in. Ted Lylis brought up the Waterbury Department and not having a Police Department and now hiring the State Police Department. Ted Lylis asked about the trees have been pruned, but the people didn't prune the trees by Cubbers.

11. Town Administrator's report.

V. Other Business:

VI. Executive Business:

1. At 9:43 p.m. 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 matters per 1 V.S.A. §313(a)(3), potential real estate negotiations per 1 V.S.A. §313(a)(2), and potential contract negotiations per 1 V.S.A. §313(a)(1)(A). Joel Bouvier seconded, so voted.

The Selectboard met in executive session until 10:20pm. Upon returning to open session, the following action was taken: Joel Bouvier moved to appoint John Sweptston as the Bristol Tree Warden. The motion was seconded by Michelle Perlee. So voted.

± VII. Adjourn.

The meeting was adjourned at 10:25pm.

Respectfully Submitted by,

Tasha Bouvier
Board Clerk