

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

Others present: Ian Albinson, filming for NeatTV Mary Arbuckle, Susan Bowen, Kevin Harper, Jim Quaglino, Tom Shea, John Swepton.

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 Swepton. May include Selectboard deliberation in Executive Session to discuss appointments. Ashleigh Smith and Fred Schroeder removed their names as candidates. Tom Shea and John Swepton 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 LaRosereported the north and south ends 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. There was discussion about what caused the problem, the best approach to recreate the swale, and who should do it. Valerie Capels will let the Public Works Department know to work on this and ask Peeker Heffernan or Kevin Harper with any questions. 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 using funds from their fundraising efforts. The epoxy will cover the antique fire truck bay, the fire truck bay, locker room, and bathroom. After some discussion about durability, preparation process, and other details, Peeker Heffernan moved to authorize 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. There was consensus of the Board to not contribute Town funds for this project.

IV. Regular Business:

1. Consider approving use of VT-Alert for public notification system. Town Clerk/Treasurer Jen Myers provided an e-mail recommending that the Selectboard revisit the adoption of the VT-Alert public notification system. This came up after the water leak on Taylor

and Pine Street where some residents felt they were not 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. We received an e-mail from VGS that they are okay with the adjustments 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, will the Clerk of the Works need to 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. Selectboard members recommended GMSR contact Police Lieutenant Nason regarding the need for an extra officer and to get volunteers to manage Main Street parking. 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 for the Stoney Hill residential project to go forward, Kevin Harper needs to have purchased the acreage behind the Fire Station. The original purchase and sale agreement included a number of conditions the Town must meet by August 27, 2018, some of which have been met; others have been out of the Town's control. The agreement amendment proposes to extend the deadline for the elimination of the Woodland Apartments wellhead protection to November 15, 2018, adjust the initial purchase price, and to allow for the 30 day notice provision per 24 V.S.A. 1061 instead of a special Town Meeting. Susan Bowen joined the discussion. There was agreement the closing will be on August 27th and the initial purchase price per acre will be \$25,000. The remaining \$10,000 per acre would be paid upon completion of all the conditions by the deadline. Valerie Capels suggested pushing the remaining conditions to be finished in the spring of 2019. Michelle Perlee moved to approve the 30 day notice for July 16, 2018 in the *Addison Independent*. Joel Bouvier seconded. So voted. Valerie and Kevin are to work out the date by which the conditions must be met.
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 per the Public Works Foreman's recommendations. Ted Lylis seconded, so voted.
6. Vermont State Police is requesting No Parking signage at Bartlett Falls. . There was discussion about vehicles parking in the traveled way needing to be towed. Michelle Perlee moved for Public Works Foreman 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 and raised the

question again about the Town purchasing iPads to save paper and postage from the Selectboard meeting packets. A suggestion was given to Michelle from Jen Myers to have each member to be a liaison with each department head. Valerie Capels suggested the same thing with major projects. The water ordinance needs to be amended as soon as possible to address the use of copper pipes 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. A grease trap inventory was added as a way to identify who the cost of additional pumping of the septic system should be charged to. The Selectboard added reclassifying roads and promoting VT-Alert.

8. Approval of meeting minutes of June 25 and June 27, 2018. The event referenced in Public Forum was Pocock Rocks. Ted Lylis questioned whether he voted no on the water budget. Joel Bouvier moved to approve June 25 with the corrections discussed. Peeker Heffernan seconded. So voted.

In the June 27 minutes, North Road should be corrected to North Street. Gardiner Drive and Dumas Road should be added for possible reclassification. 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. She also raised the question 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. Also, someone ask her if Valerie Capels could make a full packet available to the public here in the office.

Joel Bouvier thanked Bruce for his help last week with a trailer not parked properly. He also brought up a concern about the Postal Service changing their policy regarding mailboxes. If someone sells their house, the new land owner has to have a mailbox at the end of their driveway, which they will need a permit for. He has asked Sharon to look for the Village Trustees minutes from around 1967/68 in which the Postal Service agreed to deliver door to door; the Trustees did not want mail boxes on the road. He thinks this should be addressed now.

Peeker Heffernan asked about the no turn signal which is stuck to being on. Bruce Nason said they have ordered a new relay and are waiting for it to come in.

Ted Lylis brought up that the Town of Waterbury voted to disband the Police Department and entered into a contract with the Vermont State Police for coverage. It is a pilot project that is not currently available to other communities. He also asked about the trees have been pruned, noting the trees by Cubbers were not included. Valerie Capels speculated that the contractor may have forgotten, since it was not in the original scope, or because the trees are located on private property.

11. Town Administrator's report. Valerie Capels had nothing to add to her written report.

V. Other Business.

There was no 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