

Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday April 30, 2018

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

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

Others present: Filming for NeatTV Mary Arbuckle, Jim Quaglino, Ian Albinson, Darla Senecal, Meridith McFarland, Sally Burrell, Peter Grant, Liston Freeman, Jono Chapin, Sue Hawkins, Tom Wallace, Troy Paradee, Brian McCormick, Steven Brown, Patricia Hunt, Lisa Winkler, Malissa Mariseau, Rebecca Kodis, Gary Smith, Wendy Wilson, Susan Hawkins, and John McCormick.

I. Call to Order. Chair Peter Coffey called the meeting to order at 7:00pm at Holley Hall.

1. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. § 312(d)(3)(A). Under meeting minutes should reflect March 19, 2018, not March 16, 2018.

II. Public Forum.

1. None

III. Scheduled Appointments.

1. Public Hearing - Running-at-large violations of Dog Ordinance: Vicki and Greg West. Valerie Capels reported that she received word from Vicki West that the dog has been rehomed to someone in Monkton. She was unable to reach the Monkton Town Clerk to verify whether a dog matching Beau's description had been registered in the last month. Peeker Heffernan moved to verify the dog has been moved, and if the dog comes back that the Police Department has authority to seize the dog for it to be brought to Homeward Board to be rehomed. Joel Bouvier seconded. So voted.

2. Brian LaClair and Troy Paradee: Update on Teen Center and Bristol Recreation Club activities, including mural, and skate park upgrades. Brian presented a proposal to upgrade the skate park using cast-in-place concrete components. He is concerned about the longevity of the wooden structures on the park and upgrading the park to concrete will help with this. The money would come from grants and donations. Some current structures are falling apart. They are trying to do as much community fund raising and grants as they can. Estimated cost is \$160,000 and there may be additional costs. Joel Bouvier mentioned he is a member of the Bristol Rec Club board and does not recall seeing the plan voted on by the Board. Brian LaClair is hoping to have some funds raised and the work to start by next summer however that depends on funds and how long it takes to raise them. Michelle Perlee moved to allow the Rec Club and the Hub to pursue fundraising and apply for a grant to fund the project. Ted Lylis seconded. So voted. Joel Bouvier voted no.

Brian LaClair mentioned the Rec Club is hoping to put up a mural at the skate park and hoping to have a plan for the Board in a few weeks or months. Troy Paradee said there are a lot of exciting things happening.

3. Brett LaRose: Consideration of quotes for Fire Station cleaning services. May include deliberation in Executive Session to discuss contract negotiations. Brett LaRose said there were two estimates for the monthly cleaning for 6 months and one estimate for a bi-monthly for 6

months. Cleaning of windows and the floors would be annually. Mister Mike's Cleaning Service and Missy Atkins were the two businesses that sent in quotes. The finishing of the floors quotes came from Mike's Cleaning Service and Maple Leaf Carpet and Tile. Mike's Cleaning Service and Stark Windows sent in estimates for the windows. Brett recommends Mike's Cleaning Service for all 3. Mike's Cleaning Service will provide all cleaning supplies. Michelle Perlee moved to use Mike's Cleaning Service. Ted Lylis seconded, so voted. Winter months December to April Mike's Cleaning Service will clean twice per month and from May to November they will clean monthly.

4. Energy Committee candidate interviews: Sally Burrell, Peter Grant, John McCormick, and Liston Freeman. May include deliberation in Executive Session to discuss public officer appointments. The Board had an open panel discussion with the four candidates and asked a few questions for each candidate to answer. Peter Grant said energy companies that want to put up solar panels in fields and towns should put this in their town plan. Liston Freeman spoke about each individual person making the decision about what kind of energy they want to use. Sally Burrell said she also heard about each town having it in their town plan. She would like to stabilize costs and feels efficiency and having renewables are important to stabilizing the cost of energy. She wants to keeping money in the state and having more jobs that have to do with renewable energy, etc. John McCormick has been heating his home with wood and the future looks like it will be colder and wetter in the future years. He burns wood in the evening and fuel during the day. Weatherizing homes is a way to go. The Selectboard indicated they would deliberate in executive session.

5. Ian Albinson: Request permission to block off Main Street Saturday, June 16, 2018, 1:00 p.m. - 9:00 p.m., for Pocock Rocks Music Festival and Street Fair. Peeker Heffernan moved to allow Bristol Core to have Pocock Rocks. Joel Bouvier seconded. So voted. The event is from 3:00 p.m. 8:00 p.m., but the road is closed from 1:00 p.m. to 9:00 p.m. Ian Albinson asked if there were other places to get signs for road closures since they need to be out 7 days before the event. He would try to contact Pike's.

IV. Regular Business.

1. Consider conduct of a citizen survey regarding customer interest in Vermont Gas. Wendy Wilson and Ian Albinson are former and current members of the Energy Committee and joined the discussion. Peeker Heffernan said that he feels the safest way is to do a vote in November. He received some emails from community members and they felt they would get badgered again if the survey was done. Ted Lylis said not everyone would vote. The survey could not be anonymous. There was discussion about how a survey could be distributed, including survey monkey, door-to-door, on-line, and included in the water bill. Ted said he feels people outside of the village should be able to vote as well since it will affect town properties. Michelle Perlee suggested having this moved to after the May 14, 2018 meeting. Peter Coffey suggested having the Energy Committee come up with 5 maximum questions. Wendy asked what kind of questions. Bringing the pipe line to Bristol is important question to ask. Peeker Heffernan said he wants to see who wants to connect or not to the pipeline. Joel Bouvier read a suggested question from a citizen who sent it by e-mail: The question should be something like: Do you agree/disagree that Vt Gas should be allowed to install distribution in the former Village so that property owners can have the choice to connect to natural gas as they choose to." There was agreement that the Energy Committee will have a draft ready for the next meeting packet.

2. Consider draft Road Crew Member job description and recruitment timeline. The draft job description and timeline for recruitment were reviewed. There was discussion about including pre-employment drug testing and background check in the description. Following discussion, the Board decided to change the department name to Public Works and job title to Public Works Employee. It was noted the policy and procedures manual will need to be updated.
3. Resume consideration of installing picnic tables at the Lord's Prayer Rock Park. In the letter enclosed from Ron LaRose from October 2017 he asked about replacing the missing tables at the Lord's Prayer Rock Park. He suggested two 8-foot tables from the local Boy Scout Troop at about \$150 per table. Peeker Heffernan suggested having an Eagle Scout doing it as an Eagle Scout project. Valerie Capels was asked to have Administrative Assistant Sharon Lucia to make calls regarding the cost of concrete picnic tables. Peter Coffey offered to contact Kevin LaRose regarding a potential Eagle Scout project. Peeker moved to buy 2 picnic tables from the Boy Scout Troop. Ted Lylis seconded. So voted. The suggestion was made to explore if there could be an Eagle Scout project for the future since the tables may only last for a few years.
4. Approval of meeting minutes March 19, March 27, April 2, and April 16, 2018. Michelle Perlee moved to accept March 27 and April 2. Peeker Heffernan seconded. So voted. The March 19 and April 16 minutes were not ready.
5. Authorize accounts payable warrant and any liquor licenses. \$89,064.88. Bristol Country Store liquor license is approved. Peeker Heffernan moved to approve special events permits for Grand Feld Meatery, Boyers Hard Cider and Wine, Champlain Orchards, Nomadic Chef, and Hogback for Pocock Rocks. Joel Bouvier seconded. So voted.
6. Selectboard Concerns. Peeker Heffernan reported that at a Fire and Rescue Coalition meeting, the subject of VLCT representing Bristol in support of bill S.168 came up that requires employers to allow first responders to leave work on a call. He does not recall giving permission for them to represent the Town of Bristol on this issue and the Coalition does not support it. He also reported that everyone is having a hard time getting volunteers for Fire Departments and Rescue Squads. The Coalition is working with the Dept. of Public Safety on doing a recruitment effort. If someone wants to volunteer the Town Clerk would be the first point of contact who would then send the candidate to the Fire Chief or EMS head. Peeker asked Valerie if he could come to address the administrators at a meeting to share this information.

Peeker Heffernan also reported they will be crushing some gravel and New Haven will also be crushing. They both should familiarize themselves with property lines. They do not have a lot of room and might have encroached on the New Haven part of the pit. If they went in and flattened the property where the cemetery owns then maybe they could use the property since it's just a hill now. He will reach out to New Haven and the owner of the cemetery. He is just looking for permission which was given. Joel Bouvier asked what happens after this pit is gone which is not far down the road. Peeker said it's something the Board needs to look into within the next 10 years. Valerie will add it to the list.

Michelle Perlee said thoughts are with Terry Thomas and his family. She asked about putting the Selectboard agenda in the Addison Independent calendar of events.

Ted Lylis said he is seeing campaign signs and asked if it is possible to move them from the right away. Peter Coffey said we could have the Zoning Administrator look into it. Joel Bouvier said he saw political signs in front of Howden Hall and those will need to be removed.

Joel Bouvier asked about the paving where there are cross cuts. Munson will need to seed, etc. The Town received insurance information for the Human Powered Parade. Joel Bouvier said the equipment committee regarding the international truck keeps needing work done on it. So far it's about \$30,000 for repairs and will need to be replaced in spring of 2019. The Equipment committee is meeting soon to discuss this. Peter Coffey asked about updated data regarding the water leak on Mountain Street. Valerie said there is data, but she doesn't have it with her.

7. Town Administrator's report. Valerie Capels reported two paving bids were received. Eric and Valerie chose Pike Company to do the paving. She reported the Planning Commission meeting is May 15th, not May 22nd and the Police Chief Review Committee meeting is at 6:30 p.m. not 6:00 p.m.

V. Other Business.

1. Correspondence, reports, correspondence received. Valerie Capels reported that the Downtown Transportation Grant was approved and the town received \$100,000 to improve the vintage lamp posts to LED lights, repair water damaged items and replace the bricks and concrete.

VI. Executive Session

1. 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 particular personnel-related matter per 1 V.S.A. §313(a)(3), contract negotiations per 1 V.S.A. §313(a)(1)(A), and/or labor relations agreement per 1 V.S.A. §313(a)(1)(B). Peeker Heffernan seconded. So voted. The Selectboard met in executive session from 9:05pm to 9:55pm. Upon returning to open session, the following actions were taken:

Michelle Perlee moved to appoint Sally Burrell, John McCormick, and Liston Freeman to the Energy Committee. Peeker Heffernan seconded. So voted.

Joel Bouvier moved to set the Police Officers' compensation as presented to be effective July 1, 2018. Ted Lylis seconded. So voted.

VII. Adjourn.

The meeting was adjourned at 10:00pm.

Respectfully submitted,

Tasha Bouvier
Board Clerk

reviewed by Valerie Capels
Town Administrator