

Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday October 1, 2018

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

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

Others present: Mary Arbuckle (NeatTV), Amos Martin, Ian Albinson, Jim Quaglino, and Peter Ryan.

I. Call to Order.

1. Chair Peter Coffey called the meeting to order at 7:00 p.m. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A). Item #1 under Regular Business, for Walk-a-thon has been removed. Under Regular Business there were two items added. A coin drop application and consider scaffolding on Church Street.

II. Public Forum

1. Ian Albinson said he was thankful for the setup of the new website and how easy it is to find topics, etc.
2. Peter Ryan had a question about the computer that was purchased for the Bristol Fire Department. Peter felt the computers should have come out of the Capital Fund and not the Technology fund. He said the intent of the technology fund was to keep the office on current computers. Brett LaRose said during a Town Meeting the question was asked if the Technology fund was for the Bristol Fire Department as well and yes it included the Fire Department.

III. Schedule Appointments:

1. None.

IV. Regular Business:

1. Consider Walk-a-Thon request from the Vergennes Union High School Class of 2019 involving Briggs Hill Road as an alternate route to Zeno Mountain Farm, Monday October 15, 2018 9:00 a.m. - 2:00 p.m., to benefit *Love Your Brain Foundation* and *Zeno Mountain Farm*. This has been removed from the agenda.
2. Consider updated Bristol Fire Department Policies: Fire Chief Brett LaRose. Brett LaRose is asking for two new officers. He is requesting for "Deputy Fire Chief" instead of 1st Assistant Chief. He is asking for another Captain and Lieutenant Position, so there will be two Captains and two Lieutenants. Peeker Heffernan moved to approve section 8 of the Bristol Fire Department policy manual with all other policies being under the current manual. Ted Lylis seconded, so voted. Joel Bouvier was not here for the vote. The Selectboard and Fire Chief Brett LaRose continued the discussion of the rest of the

policy manual. Brett LaRose will review the manual again and send a copy to Valerie and the Selectboard to further review and consider approval at the October 15, 2018 meeting.

3. Consider request to extend Bristol Fire Department leave of absence by three months: Firefighter Chad Perlee. Peeker Heffernan moved to approve the extended leave of absence until January 1, 2019. Ted Lylis seconded, so voted. Michelle Perlee abstained. Joel Bouvier was not here for the vote.
4. Acknowledge bequest from the Andrew Johnson estate and begin discussion about how the funds should be applied. A check for \$103,008.83 from Andrew Johnson estate was received to go toward the unrestricted funds. Valerie Capels have received 2 thoughts from residences on how this should be directed. Peeker Heffernan suggested find out what Andrew Johnson was passionate about and put the money towards that. Valerie is going to put on front porch forum for suggestions. The Selectboard will discuss this at a future meeting.
5. Consider hydrant replacement on West Street. Joel Bouvier met with Cyrus last week and does have a spare hydrant. Valerie passed out repair kits estimates. The cost to fix the old hydrant is almost as much as a new hydrant. Joel Bouvier moved to put a new hydrant on West Street near Paige & Campbell business. Peeker Heffernan seconded, so voted. The money will come from Capital Improvement funds.
6. Coin drop Sunday October 7, 2018 from N.H. Hose & Ladder Co. Ted Lylis moved to approve the coin drop on October 7, 2018 from N.H. Hose & Ladder Co. and have the Police Chief sign the document. Peeker Heffernan seconded, so voted.
7. Federated Church scaffolding observation. Joel Bouvier moved to allow Federated Church to have the scaffolding up with the same safety provisions as the Main Street business had with proof of insurance. Michelle Perlee seconded, so voted. Peter Coffey requested in the future they request this before putting the scaffolding up.
8. Consider electronic land records proposal: Town Clerk/Treasurer Jen Myers. Jen Myers and Peter Ryan joined the conversation. Since the beginning of September Jen Myers, Wendy Truax, and Peter Ryan have been viewing systems that people can view electronic land records. They viewed the systems used in Middlebury and Lincoln. They both use different systems. This would be a time saver and just a matter of which system the Selectboard wants to use. Jen Myers doesn't have one estimate from the company that they liked better. Once she has numbers she will discuss with Selectboard and possibly in Executive Session.
9. Approval of meeting minutes of September 17 and April 16, 2018. Peeker Heffernan moved to approve September 17, 2018 with corrections. Joel Bouvier seconded, so

voted. Peeker Heffernan moved to approve April 16, 2018 with corrections. Ted Lylis seconded, so voted.

10. Authorize accounts payable warrant and any liquor licenses. Accounts Payable warrant is \$116,796.83. No liquor licenses.

11. Selectboard concerns.

- a. Ted Lylis said the top of the streetlight in front of Snap's is missing. Valerie is going to check with Public Works to see if there is a part to fix it in the garage. Ted asked if the tree trimming was done. The trees have been trimmed on the park however not all trees have been trimmed around town.
- b. Joel Bouvier said the gate to the landfill was left opened the other night. Jen Myers said it might have been for ACTR because Eric Cota left it open for them to drop something off. Joel Bouvier said the light is out on the lower bridge of the Twin Bridges. Valerie will check with the state.
- c. Michelle Perlee said last year the mowing bids usually are put out in mid October. Valerie said the vendor is holding there price for next year.
- d. Peter Coffey said November 12, 2018 the meeting will start at 6 p.m. instead of 7 p.m. The December meetings will be December 10 & 17. Meetings will start back up on January 7, 2019 and go every two weeks. Tasha Bouvier will not be here December 17, 2018 for the meeting.

12. Town Administrator's report.

V. Other Business:

1. Correspondence, reports, correspondence received.

VI. Executive Session:

1. At 8:29 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 personnel matter per 1 V.S.A. §313(a)(3), and potential contract negotiations per 1 V.S.A. §313(a)(1)(A). Peeker Heffernan seconded, so voted.

Respectfully Submitted by,

Tasha Bouvier
Board Clerk