

Town of Bristol, Vermont  
Selectboard Meeting Minutes of  
Monday November 5, 2018

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

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

Others present: filming for NeatTV Mary Arbuckle (NeatTV), Ian Albinson, and Jim Quaglino.

**I. Call to Order:**

1. Chair Peter Coffey called the meeting to order at 6:01 p.m. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A). Under Executive Session add potential real estate negotiations per 1 V.S.A. §313(a)(2). Joel Bouvier apologized to Peter Coffey for his comment during October 29, 2018 meeting.

**II. Public Forum:**

1. None

**III. Consent Agenda:**

- A. Joel Bouvier moved to approve items 1-6 on the consent agenda and thanked Nicholas Ouellette for his service as a Firefighter.
  1. Bristol Fire Dept.: Grant summary request for Wildland Fire Gear Grant application.
  2. Bristol Fire Dept.: Revised/updated grant summary request for FEMA AFG grant application.
  3. Resignation of Firefighter Nicholas Ouellette.
  4. Bristol Recreation Dept.: Grant summary request for \$500 from the Five Towns Friends of the Arts program.
  5. Resolution to appoint Town Administrator Valerie Capels to the Addison County Economic Development Board for one year.
  6. Curb cut permit application 2018-04DA: Robert Stoddard, 35 Spring Street.

**IV. Regular Business:**

1. Consider process for appointment and reappointment of Bristol Fire Dept. officers. May include deliberation under Executive Session regarding personnel matters. Joel Bouvier moved to appoint existing fire chief and Deputy Chief. No second. Motion failed. Interviews will be December 3, if needed. Firefighters will have 3 weeks to get the information in.
2. Bristol Police Dept.: (1) purchase order for new computer and scanning equipment with funds from the Capital Reserve Fund and (2) sale or disposal of surplus property. Joel Bouvier moved to purchase a new computer and scanner, have an equipment sale, and sell the 2010 Chevy Impala from the Capital Reserve Fund. Ted Lylis seconded, so

voted. The 2010 Chevy Impala will not pass inspection as is per Police Chief Bruce Nason.

3. Request from the Town of Lincoln for contracted law enforcement service through the Bristol Police Department. Peter Coffey asked how we could do this with the current staff. Bruce said if it was 10-12 hours per month that could work. Ted Lylis moved to have Police Chief Bruce Nason enter a discussion with the town of Lincoln. Michelle Perlee seconded, so voted. Joel Bouvier voted no.
4. West Street-Lovers Lane infrastructure final costs update: consider whether to adjust the Capital Roads Fund allocation and USDA final loan amounts. Michelle Perlee moved to reduce the Towns contribution in the amount of \$50,000 and reallocate it back to the Capital Roads Fund and take \$10,800 Engineering expense and reallocate that to the Water Capital Fund and add it to the loan. Ted Lylis seconded, so voted.
5. Renewal of West Street-Lovers Lane line of credit with Peoples United Bank. Ted Lylis moved to renew West Street-Lovers Lane line of credit with Peoples United Bank. Michelle Perlee seconded, so voted.
6. Request to use \$1,850 from the Capital Road Fund for installation of new guardrail on Upper Notch Road. The \$1,850 is additional guard rail work that is needed. Joel Bouvier moved to approve the \$1,850 from the Capital Road fund to installing new guardrails on Upper Notch Road. Ted Lylis seconded, so voted.
7. Update on solicitation of public suggestions for how to apply the bequest from the Andrew Johnson estate and discuss next steps. This will be moved to a future meeting.
8. Request by citizen to place military-issue headstone in the Briggs Hill Cemetery. Ted Lylis moved to approve Michael Bedard to place a Military headstone at the Briggs Hill Cemetery. Michelle Perlee seconded, so voted.
9. Approval of meeting minutes of October 15, 2018. Michelle Perlee moved to accept October 15, 2018 minutes with no corrections. Joel Bouvier seconded, so voted.
10. Authorize accounts payable warrant and any liquor licenses. Accounts Payable warrant \$20,753.55. Boyers Hard Cider & Wine at Bristol Cliffs Cafe for Chocolate Walk on December 7, 2018 from 5-7pm. Hogback Mountain Brewing at 51 North Street for a tasting November 13, 2018 5:30pm to 9:30pm with a Wine and Beer Spirit Silent Auction at the same location. Fundraiser for 3 Day Stampede on November 13, 2018. Ted Lylis moved to approve all liquor licenses. Michelle Perlee seconded, so voted.
11. Selectboard concerns.

- a. Joel Bouvier asked how we are doing on the past meeting minutes. Valerie is working on it. The road isn't paved still on West Street near where the fire hydrant that was just replaced.
- b. Michelle Perlee asked if Kris Perlee finished the revised loan fees. Valerie Capels needs to review them. Congratulations to Mt. Abe Field Hockey team. Asked if Eric is planning on doing anymore grading before the winter. Valerie Capels said she wasn't aware of him doing anymore grading before the winter.
- c. Ted Lylis asked about the downtown lights. They come on sometimes and then go out occasionally. The pedestal someone smashed it in front of the National Bank of Middlebury.
- d. Peter Coffey asked if we were on schedule for budget season.

12. Town Administrator's report.

- a. Eric and Valerie met with VTrans about repaving Route 116, scheduled for 2020. Valerie said they discussed having public meeting to get input.
- b. There was an email from the water operator about the pump house and lack of parking. Hunters in the past have parked there and now they can't and expressed concern. Joel Bouvier suggested a sign that says, "Do not block drive".
- c. Valerie thanked Sharon for her help with putting the packets together.

**V. Other Business:**

1. Correspondence, reports, correspondence received.
  - a. There has been flooding on Fitch Avenue and North Street which is being looked at. There were letters from residents on Fitch and North street. Valerie Capels is going to speak with Public Works Director Eric Cota to see if there is anything his department can do first.

**VI. Executive Session:**

1. At 7:18 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), 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). Pecker Heffernan seconded, so voted.

Respectfully Submitted by,

Tasha Bouvier  
Board Clerk