

**Town of Bristol, Vermont  
Selectboard Meeting Minutes of  
Monday December 3, 2018**

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

Staff present: Board Clerk Tasha Bouvier, Town Administrator Valerie Capels, Hub Director Brian LeClair, Fire Chief Brett LaRose, Recreation Director Meridith MacFarland, Police Chief Bruce Nason.

Others present: Ian Albinson, Christopher Huston, Shawn Kimball (NeatTV), Christopher Ross (Addison Independent), Jim Quaglino.

**I. Call to Order.**

1. Chair Peter Coffey called the meeting to order at 6:00 p.m. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A). No Additions, removals, or adjustments.

**II. Public Forum.**

1. None

**III. Regular Business.**

1. Appointment of Bristol Fire Chief. *May include deliberation in Executive Session.* Joel Bouvier moved to appoint Brett LaRose as Bristol Fire Chief for another 3-year term. Peaker Heffernan seconded. So voted.

2. Appointment of Bristol Deputy Fire Chief. *May include deliberation in Executive Session.* Peeker Heffernan moved to appointment Eric Forand as Deputy Fire Chief for another 3-year term. Joel Bouvier seconded. So voted.

3. Budget workshop: Recreation Department. Meridith McFarland and Brian LeClair provided an overview of their proposed budgets. Some of the formulas seemed to be off on the spreadsheet, so Valerie will look to see why and the budget review will be continued to an upcoming meeting.

Meridith reported that the curtains in Holley Hall need to be updated to be fire retardant certified. She received quotes from two companies. One company would come and spray them for \$1,000. The other company would come wash them to get some of the stains out and spray them for more than \$5,000. Meridith suggested going with the \$1,000 job and evaluate other options in a few years. The Selectboard concurred.

4. 76 West Street and Community Center Steering Committee updates and determine next steps. Meridith McFarland reported that the Steering Committee voted unanimously to not purchase 76 West Street for Recreation Department purposes because it would not allow the Recreation Department to expand or add parking and the septic would have to be brought up to code. Christopher Huston of Bellwether Architects presented a slide show of their study of the site and the development of two different community center concepts. He noted that 76 West

Street by itself is not large enough to accommodate a new community center that meets the Town's needs, plus parking and on-site septic. Mirroring the lot configuration onto the adjacent Recreation Club parcel and doubling the size, the second concept shows a new community center could be possible on that size parcel. There was discussion about alternatives and the need to work with the Recreation Club trustees and membership for use of that land. A question was raised whether a land swap with the Recreation Club would need to be on the Town Meeting warning. Valerie reported that the inspection of 76 West Street is scheduled for December 5, 2018. Meridith noted the next Steering Committee meeting is December 12, 2018. Discussion will continue after the inspection has been completed.

5. Consider second amendment to the Stoney Hill Properties, LLC. Purchase and Sale Agreement to extend completion date. Extending this to December 31, 2019 for the Town to complete its commitment to install infrastructure along Firehouse Drive. Ted Lylis moved to extend the completion date for the purchase and sale agreement with Stoney Hill Properties, LLC. Peeker Heffernan seconded. So voted.

6. Consider resolution to release the Town's interests in all remaining "perpetual lease lands" in the Town of Bristol per 24 V.S.A. §2409(b)(2). Peeker Heffernan moved to approve the resolution to release the Town's interests in all remaining "perpetual leave lands" in the Town of Bristol per 24 V.S.A. §2409(b)(2). Joel Bouvier seconded. So voted.

7. Approval of meeting minutes of November 19, 2018 and December 4, 2017. Ted Lylis moved to approve with corrections November 19, 2018 meeting minutes. Joel Bouvier seconded. So voted. Michelle Perlee moved to approve with corrections for December 4, 2017 meeting minutes. Joel Bouvier seconded. So voted.

8. Authorize accounts payable warrant and any liquor licenses. \$34,312.75. Liquor licenses from the following businesses: Hogback mountain 4:30-9:30 p.m. for December 7, 2018, Champlain Orchards in Sun Commons space 5-9 p.m. for December 7, 2018, Storm Cutter Sprits at Tandem (26 Main Street) on December 7, 2018, Boyers Orchard at Bristol Cliffs Cafe from 5-9pm on December 7, 2018, and Boys Orchard at Vermont Tree Good on December 22, 2018. Peeker Heffernan moved to approve all with serving times from 5-9 p.m. for Chocolate Walk on December 7, 2018. Ted Lylis seconded. So voted.

9. Selectboard Concerns.

Ted Lylis said there are two lights on Main Street that have been out for quite some time. He also noted that parking at Almost Home on the corner of Garfield and North Streets continue to be a problem. People have been parking on the sidewalk, so the plow can not come through. Valerie Capels will contact the building owners to keep the sidewalk clear.

Peeker Heffernan asked about the A. Johnson donation and shared some suggestions that had been passed along to him. This will be discussed at a future meeting. Three suggestions he received was to pave a portion of Plank Road in conjunction with New Haven, a scholarship for high school students in A. Johnson's name, and money toward tree trimming and planting. Peeker asked about the upcoming Adirondack View topic. Valerie explained there is a

separate parcel left over from a decades-ago subdivision for which no one has been assigned ownership. The Selectboard will be asked at a future meeting to what length the Town should go to figure out who inherited the section of land and how it should be dealt with.

Joel Bouvier expressed concern that St. Ambrose Church was not plowed in front of the church where the Handicapped parking spots are. He also inquired about logging on the Town's old waterworks land in Lincoln.

Michelle Perlee thanked the Public Works Department for a great job through last week's storm.

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

**IV. Other Business.**

1. Correspondence, reports, correspondence received.

**V. Executive Session.**

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), and pending litigation per 1 V.S.A. §313(a)(1)(E). Pecker Heffernan seconded. So voted.

The Selectboard met in executive session from 7:35pm to 8:10pm. Upon returning to open session, no action was taken.

**VI. Adjourn.**

Joel Bouvier moved to adjourn the meeting. Ted Lylis seconded. So voted. The meeting adjourned at 8:10pm.

Respectfully submitted,

Tasha Bouvier  
Board Clerk

Valerie Capels  
Town Administrator