

Town of Bristol, Vermont  
Selectboard Meeting Minutes of  
Monday November 19, 2018

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

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

Others present: filming for NeatTV Shawn Kimball, Ian Albinson, Porter Knight, Brian LaClair, Chabad, Kristin Underwood, and 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).

**II. Public Forum:**

1. None

**III. Regular Business:**

1. Park Use request by Chabad of Middlebury: Chanukah Menorah on the Town Green, Nov. 30-Dec. 11. Michelle Perlee moved to approve the Chanukah Menorah on the Park pending insurance certificate with the Town of Bristol being on the certificate. Joel Bouvier seconded, so voted.
2. Park Use request by Bristol CORE: Lumen on the Town Green, Dec. 22, 4:00 p.m. to 7:00 p.m. Michelle Perlee moved to approve Bristol CORE use of the Town Green on December 22 with all the conditions that have been previously done. Joel Bouvier seconded, so voted.
3. Review of updated Recreation Department community survey prepared by UVM students. Kelly Hamshaw has 2 students in her class and came to the Community Building meeting. They reviewed a draft of the survey which was presented to the Selectboard tonight. The Selectboard discussed the questions and after the changes are made will review at the next meeting.
4. Request by Bristol Conservation Commission to spend \$2,000 from the Conservation Reserve Fund for an appraisal of the Paul Fuller River Corridor easement area to be placed in permanent conservation. Joel Bouvier moved to approve the Conservation Commission to spend \$2,000 from the Conservation Reserve Fund for an appraisal for the Paul Fuller River corridor easement area for permanent placement in conservation. Peeker Heffernan seconded, so voted.

5. Request by Bristol Conservation Commission to spend \$1,500 from the Conservation Reserve Fund for structural engineering assessment of Memorial Park infrastructure. Michelle Perlee moved to spend up to \$1,500 for a structural engineer. Peeker Heffernan seconded, so voted.
6. Review of preliminary budget goals and Town Meeting preparations timeline. Budget meetings will start December 3, 2018 and December 17, 2018 to prepare for January budgetary meetings for the Selectboard.
7. Request to name the A. Johnson Company driveway to Andrew Johnson Drive. Peeker Heffernan moved to name the A. Johnson Company driveway to Andrew Johnson Drive. Joel Bouvier seconded, so voted.
8. Approval of meeting minutes of November 5, 2018 and November 20, 2017. Michelle Perlee moved to approve November 20, 2017 and November 5, 2018 meeting minutes with no corrections. Joel Bouvier seconded, so voted.
9. Authorize Accounts Payable warrant and any liquor licenses. Accounts Payable warrant \$2,672,277.23.
10. Selectboard Concerns.
  - a. Joel Bouvier – Some of the signs that Police put out in the crosswalks are now on the side of the roadways. Public Works Department picks those up. Joel asked about the Communication Committee. Ian Albinson said they did meet today about the website and they now have a new direction.
  - b. Michelle Perlee – The website you can't reach the minutes on the far right side. Someone will fix it. Michelle asked about the three outstanding Revolving Loan Funds. One borrower they have quarterly meetings with and that is on a positive track Valerie Capels said. There is one loan that is four months behind.
  - c. Peter Coffey – The picnic tables at Prayer Rock should they be tipped at an angle. Valerie Capels will ask Public Works.
11. Town Administrator's Report. Valerie Capels had a Legislative breakfast last week and a great discussion from the challenges with child care, barriers innovation, etc. It was a great conversation. Valerie said there has been a lot of progress with the website and has received a lot of positive feedback. Valerie asked if Sycamore Park sign for E 911 requires approval from the Selectboard. This does require approval and will be discussed at a future meeting.

#### **IV. Other Business:**

1. Correspondence, reports, correspondence received.

**V. Executive Session:**

1. At 7:00 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). Peeker Heffernan seconded, so voted.

Respectfully Submitted by,

Tasha Bouvier  
Board Clerk

DRAFT