

**Town of Bristol, Vermont  
Selectboard Meeting Minutes of  
Monday February 18, 2019**

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, Recreation Director Meridith McFarland, Police Chief Bruce Nason.

Others present: Mary Arbuckle (NeatTV), Fred Baser, Mike Freegard, Melanie Kessler, Porter Knight, Melanie Lloyd, Brian McCormick, Lance Perlee, Jim Quaglino, Kristen Underwood.

**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). Brett LaRose and Raluca Cristea will not be attending the meeting. They have a training.

**II. Public Forum.**

1. Jim Quaglino suggest that an ordinance for the use of marijuana in town be prepared.

**III. Police District Public Information Meeting.**

1. Valerie Capels noted that this is the first of two public information meetings regarding the Police District and budget. Copies of the warning and budget were provided. Next meeting is March 4, 2019 at 6 p.m. at Holley Hall. The warning has been posted.

**IV. Visitor's Appointments.**

1. Brett LaRose and Raluca Cristea: Bristol Firefighter candidate. Valerie Capels reported that neither Brett nor Raluca would be available to attend because they are at a training. Peter Coffey noted there was also some confusion whether they were expected to attend. There was consensus that the Selectboard would like to meet all future employee candidates, at the very least to be able to put a face to a name. Ted Lylis moved to accept new candidate, Raluca Cristea as an on-call paid firefighter. Peeker Heffernan seconded. So voted.

2. Brian McCormick: Complaint regarding Todd Baldwin's dogs. Brian McCormick reported that the last time he called the Town Office, Sharon could hear the dogs barking through the phone from his house. Valerie Capels reported that Todd Baldwin told her last week that he puts shock collars on the dogs in the late afternoon and takes them off around 7:30 in the morning. Brian said not all the dogs have shock collars on. remembered that the Selectboard agreed that if the dogs did not get better, they would require Todd Baldwin to put shock collars on instead of the manual shock collars that Todd Baldwin would have to hit a button to shock them. Mike Freegard commented that his dogs all have the automatic shock collars on that respond to sound; Todd's shock collars require the push of a button to cause the shock—a training collar. He also said there were many times he went over there after being called and did not hear the dogs barking. After further discussion, there was consensus of the Selectboard that Valerie Capels will call Todd Baldwin and advise him to upgrade to the automatic shock collars like Mike Freegard is using.

3. David Rosen and Melanie Lloyd: Conservation Commission candidates. David Rosen was not present. The Selectboard interviewed Melanie Lloyd. This will be discussed in Executive Session.
4. Melanie Kessler: Public Assemblage permit request for 3<sup>rd</sup> Annual Human Powered Parade, Saturday May 11, 2019. Asked how things went last year, Police Chief Bruce Nason said things went well, but there were things that could be worked on. Melanie Kessler noted she is thinking of a different route. Peeker Heffernan suggested, if that is the case that she bring it to Bruce Nason for his approval. There was agreement it would not need to come back to the Selectboard because if Bruce will not approve it then the Selectboard probably will not either. Joel Bouvier moved to approve the parade subject to all the details being worked out with the Police Chief. Peeker Heffernan seconded. So voted.
5. Porter Knight and Kristin Underwood: Memorial Park improvements project update. Kristen Underwood reported that the bridge does need to be replaced on the trail but has about a 5-year life span left. There is an invoice from Timber & Stone who did the inspection of the bridge. The amount exceeds what the Selectboard had approved by \$496.60. The amount was \$1,946.60. The Selectboard authorized \$1,500. She is going to ask for a grant or ask the Bristol Rec Club to pay the difference. Valerie Capels noted that seeking those other funding sources could delay the invoice from being paid. Neat Repeat also helps in these types of situations. Peeker Heffernan moved for the Town to pay the invoice to Timber & Stone so they would be paid on time and apply the reimbursement of \$496.60 from a grant or other organization when it comes in. Ted Lylis seconded. So voted.

Porter Knight reported she applied for a large grant but does not expect to hear back until April. If the grant is awarded, the money does not become available until June. The amount is roughly \$38,000. The report that Timber & Stone engineers put together suggests the steep staircase that goes down to the bridge needs work and building stone steps. Porter Knight does not have a cost estimate yet for replacing the bridge. We want to be proactive now though and start thinking about replacing it.

#### **V. Regular Business.**

1. Recreation Department: adjustment of Assistant the to Director title to Assistant Director. Meridith McFarland explained that the change in title better reflects the actual functions and will convey that the person in that position will have more authority in the Director's absence. Ted Lylis moved to approve the adjustment. Michelle Perlee seconded. So voted.
2. Consider authorization for the Recreation Department Director to apply for a RiseVT amplify grant funds to promote the Bristol Walking Group. Meridith McFarland explained the grant will help the Recreation Department and Rec Club promote walking. The grant will help with printing, kick off party, flyers, and prizes. Ted Lylis moved to authorize Recreation Director to apply for the RiseVT amplify grant. Michelle Perlee seconded. So voted.
3. Public Assemblage permit request: Vermont Paddlers Club New Haven Ledges Race, April 13, 2019 (April 20 backup date), Eagle Park. Joel Bouvier moved to authorize Vermont

Paddlers Club to hold a race and they notify Bristol Emergency Services as well. Michelle Perlee seconded. So voted.

4. Town Meeting preparations with Moderator Fred Baser. Fred Baser said Article 2 is where candidates for offices can speak for example Selectboard candidates. If State Representatives attend, they would be acknowledged at the beginning of the meeting and speak, if ok with Townspeople. There is no school meeting this year. The Annual School District meeting is next week. The new acoustic system will be used this year with wireless microphones. He is arranging to have more students available to carry the microphones to those who wish to speak.

5. Consider request from a motorist for reimbursement of damages to vehicle from collision with a pot hole on Rocky Dale Road. Peeker Heffernan noted the invoices are 5 days after the event and that the note and invoices do not match up with the description of damages. The note says two passenger-side tires and the invoice said two driver's-side tires. It was also noted that VLCT has typically advised that this type of property damage is not covered. The consensus is not to cover the damages.

6. Consider acceptance of a proposed contract with DuBois & King for the Main Street Lighting and Sidewalk Improvements Project. Valerie Capels reported that the Bristol CORE review committee met with representatives from DuBois & King and review viewed the details of their proposal. D&K explained that they expect designing the re-setting of the curb will take more time and attention than other bidders may have expected due to elevation and drainage issues. Joel Bouvier asked if the curb could be pushed back to allow bigger vehicles to park without blocking the roadway. Valerie said there will be public input meetings, so people can raise these types of questions and suggestions. Peeker Heffernan moved to accept proposal from DuBois & King. Joel Bouvier seconded. So voted.

7. Consider authorization for the Town Administrator to apply for additional Downtown Transportation Fund grants funds for the Main Street Lighting and Sidewalk Improvement Project. Joel Bouvier moved to authorize Town Administrator to apply for the Downtown Transportation Fund Grant. Joel Bouvier seconded. So voted. Selectboard members signed the grant authorization resolution.

8. Approval of meeting minutes of December 17, 2018, January 28, 2019, and February 4, 2019. Michelle Perlee moved to approve February 4, 2019. Joel Bouvier seconded, so voted. The December 17, 2018 and January 28, 2019 are still in progress.

9. Authorize accounts payable warrant and any liquor licenses. \$48,987.56.

10. Selectboard Concerns.

Peeker Heffernan reported that he spoke with Public Works Director, Eric Cota, about having North Street from Pine to Main Street and Rescue Squad to Pine Street paved before the State paves Route 116. Selectboard members said they can discuss it when Eric brings it to the Selectboard.

Joel Bouvier thanked Peeker Heffernan for going to Salisbury for a Solid Waste District public meeting about closing the landfill in Salisbury. He asked for an update with the charging stations. Valerie Capels said the Energy Committee is looking at applying for a grant in this second round. She does not know any details of what they might be proposing. On a different matter, Joel Bouvier said there is a bill that the legislature is trying to pass regarding natural gas lines and fossil fuels and does not like some of the wording. He wondered if the Selectboard should take a position about it. Peter Coffey suggested he contact that representative about it.

Ted Lylis said he heard some concerns about the charging stations taking up parking spaces if they are placed on the West Street side of the park. He asked if there are any other spots to put them. Peter Coffey believes they need to be on public land. There was agreement to wait and see what they come up with.

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

**VI. Other Business.**

1. Correspondence, reports, correspondence received. None discussed.

**VII. 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 pending litigation per 1 V.S.A. §313(a)(1)(E), personnel matter per 1 V.S.A §313(a)(3), and potential contraction negotiations per 1 V.S.A. §313(a)(1)(A). Lance Perlee was invited to participate regarding a personnel matter. Peeker Heffernan seconded. So voted. The Selectboard met in executive session from 7:42ppm to 8:43pm.

Upon returning to open session, Ted Lylis made a motion to appoint Melanie Lloyd to the Conservation Commission to fill out the vacant seat to March 2020. Joel Bouvier seconded. So voted.

**VIII. Adjourn.**

Michelle Perlee moved to adjourn. Joel Bouvier seconded. The meeting was adjourned at 8:45pm.

Respectfully submitted,

Tasha Bouvier  
Board Clerk

Valerie Capels  
Town Administrator