

Selectboard Member's present: Chair Brian Fox, Joel Bouvier, Sharon Compagna and John Pecker Heffernan. Also present was Town Administrator Therese Kirby, Administrative Assistant Pam Correia, Joanna Etka filming for NEAT TV, Darla Senecal, Police Chief Kevin Gibbs, and Jim Quaglino.

1. At 6:04pm, Selectboard Chair Brian Fox called the meeting to order.
2. Therese Kirby advised of one change to the agenda. She took Bob Donnis from the Energy Committee off the agenda as he would not be at the meeting. Bob had advised Therese that he is looking for other land rather than potentially placing solar panels on the landfill.

Darla Senecal joined the Board to discuss the Acoustic Analysis for Holley Hall. Darla advised the Board the sound assessment was done by Martin Hocks from Tree Ridge Enterprises and she had received an estimate from Martin which included lighting control, motorized blackout shades for the stage and balcony, acoustical treatments and a new Bose sound system to include speakers, amplifiers, audio processing, mics, and a mixer. Darla advised the Board, the Acoustic Committee is seeking a \$30,000 grant from Historic Preservation which will need matching funds. She stated that due to the American Disabilities Act, they must include listening devices to be compliant. Darla advised the Board that a Halo device was also considered in place of a regular listening device. She will do some further research about the Halo device. Darla advised the Board fundraising events are planned to put towards the matching funds, which are to be held on January 23<sup>rd</sup>, a dramatic reading of the Gin Game, and on January 29<sup>th</sup>, an Old Bones Concert will be held. Darla stated \$2,000 has come in so far as a result of the letter campaign that was done by the Acoustic Committee and Bristol Friends of the Arts. The Historic Preservation grant must be used within a year so we must be prepared to move forward. Darla advised the Board that she has also spoken with Doug Anderson from Town Hall Theatre who had done a similar project about six years ago with bigger federal grants.

Therese Kirby explained in regards to the matching funds from the Capital Building Fund, the Town does not have the money this year and wondered if a Capital Campaign could be considered to raise the matching funds. Therese stated the Historic Preservation Grant would be applied for in May and other grant opportunities are being researched. The Board discussed all of the experience and skill of Martin Hocks from Tree Ridge Enterprises and the Bose Sound System. Brian Fox stated his concern, if the Town comes up short on money, do they sell other products other than from Bose? Darla Senecal stated she believes a substitution could be made. Brian wondered what the Acoustic Fund has now for a balance, and Darla advised the Board there was approximately \$6,000.

Therese Kirby asked about Darla's meeting with liquor control. Darla Senecal advised she has talked to Liquor Control. Darla advised that with the type of hall we have and the events that would be held, we would not need sprinklers and could hire a caterer to come in and serve alcohol. Darla stated how we market the hall and the types of events we hold could increase revenues and would be a great opportunity for the Recreation Department. She stated she would like to get a policy in place regarding alcohol at Holley Hall and start utilizing it. The Board discussed briefly different options about how this could be done. Darla stated her main concern is public meetings and how we market the hall to bring people into Bristol. The Board expressed they are on board with supporting the acoustic needs of the hall, but the funds are just not there and recommends the Recreation Department to keep fundraising. Darla expressed her appreciation to the Board. Joel conveyed he has some names for motorized shades that he would like to share with Darla. The Board thanked Darla for her time.

3. The Board discussed a Uniform Excess Weight Permit Policy. Peeker Heffernan stated we had a policy in the past and most other Towns around us require them. The Board expressed concern regarding the weight of tractor trailers. Therese Kirby clarified with the Board the language Road Foreman Peter Bouvier is suggesting is in the State statutes. Peeker asked how we are intending to enforce this and if Peter is looking to know who is on the roads or ticket for overweight? Therese stated Peter is looking for a little of both; to control the weight and to see who is on the roads. Therese advised the Board she will ask Peter to look at the weight limits again and she will come back to the Board with more information. Peeker asked Kevin Gibbs if the Police Department is truck certified and he stated they are not. Kevin also stated there are no scales available and they are currently working on a way to gain access to some. The Board further discussed the State Statutes, the scales, who has them, and how are they used. Joel asked if the permit will stand up in court? Therese said yes. Peeker explained to the Board how the process works when an excess weight permit is issued and that it is the same permit that every Town uses. The policy also states the roads are not to be used as shortcuts. The Board further discussed the reasons as to why overweight trucks should have a permit and if the Town should adopt this policy. Therese advised she will ask Peter to come to the Board and Peeker stated he will talk to Peter about the weight restrictions. Sharon Compagna stated she would like to see more discussion on this issue. Therese advised the Board that she will invite Pete to join the Board at the January 25<sup>th</sup> meeting.

4. The Board discussed the Traffic Study prepared by Addison County Regional Planning Commission. The Study did not support reducing the speed limit from 35 mph to 25 mph. The Board discussed whether or not to do another traffic study and change the areas. Brian Fox stated he would not be in favor of doing it again. Therese explained without the Traffic Study to back it up, the Town cannot legally reduce the speed. Josh Donabedian from the Addison County Regional Planning Commission is trying to get Adam Lougee to approach the Legislature to let towns set their own speed limits. Kevin Gibbs asked where was testing done? Peeker Heffernan stated in front of Masterson's and Therese Kirby added that they had to do South Street, North Street, East Street, and West Street. Sharon Compagna stated 25mph is not going to work.

5. The Board discussed the Police budget and expressed concerns about part-time officers working on weekends, as they have less experience than full-time officers. Therese Kirby explained to the Board how the 32 hours part-time labor would fit into the schedule. The Board also expressed concern about shifts ending too late at night. Kevin Gibbs stated in a perfect world it would be good to have 24 hour protection, but it would not be affordable. Kevin said he is trying to schedule officers when they have the most impact and effectiveness. The Board discussed call-outs in the middle of the day, short staffing, increase in burglaries, the need to increase part-time staff, and the need to provide more services to the community. Kevin believes this budget will enable the Police Department to do all of this. Kevin said investigative cases are coming in during the week more and more; therefore, making the more experienced officers needed more frequently during the week and part-timer officers are more available during the weekends to cover shifts. Kevin also added that a cost-free perk with this staffing change would enable full-time officers to have more time with their families on the weekends. Joel Bouvier asked about the incidents that may occur between 6am and 7am with an officer on duty as opposed to no officer on. Kevin explained those are calls received by dispatch and it would be a judgement call by dispatch to notify an on-call officer to find out whether or not an officer needs to be called out. Kevin reported to the Board that during his shift from 9am to 5pm, 34% of arrests occur, 36% of all incidents occur, 30% of traffic tickets are issued, and 21% of all traffic warnings are issued. The Board discussed further. Sharon stressed concern about skateboards stopping and checking out vehicles as they go down the street after 1am. Kevin advised the Board that car break-ins are happening between 11pm and 2am when officers are patrolling. Kevin also advised the Board that officers are on duty until businesses are

closed and the Police Department is running into the problem of taking State Police calls, which is putting the officers' safety at risk. The Board briefly discussed body cameras and Taser cameras. Joel asked if he was correct that the cameras are a one-for-one swap. Kevin explained the Police Department has five cameras, which are relatively inexpensive with a certain number of gigs of storage managed and maintained by Officer Josh Otey. Kevin advised the Board the Police Department will be pulling the watch guard systems out of the cars this year and would be replacing them with the Taser cameras. The Board discussed the Police Budget in great length, also including Police Chief Kevin Gibbs memo to the Board. Kevin Gibbs asked the Board to reconsider the potential police budget and recommends a 2% salary increase and a 3% merit pay increase. Kevin discussed the coverage and flexibility to adjust the schedule to cover any leave time gaps. Kevin stressed the importance of increased staff and flexibility to cover shifts while moving towards a four-man department. Joel stated that longevity, morale, and the community as a whole works better with a four-man department versus just using part-time officers. Kevin asked the Board to keep in mind the Town of Bristol is lucky to have three level 2E officers in a town-wide department. Brian Fox agrees with paying \$20 per hour for part-time officers, but stated he would have to respectfully disagree with having only part-timers work on the weekends. The Board discussed further the shifts and availability on the weekends. Therese explained the changes made to the Police Budget. The Board further discussed salary rates. The Board discussed health insurance adjustments and what the options are. Peeker stated the problem is the increase in next year's premium costs. Therese added the plan would be to get the employees to contribute 15% of their premium over the course of three years. She offered to create two different options, Budget A and Budget B to present to the Board at the meeting on the 25<sup>th</sup> of January.

The Board further discussed salary adjustments in regards to other departments. Brian stated he would like to have Road Foreman Peter Bouvier come back to the Board with input to further discuss in executive session. Therese ran through the changes made to the General Fund proposed budget. Therese stated without bond payments, there would be 4.68% increase in the General Fund budget. The Board discussed the Fire Department bond payment and stated they will explain it in further detail at upcoming Selectboard meetings and at Town Meeting. Therese suggested the Board go through the budget line by line on their own and bring any questions back to the next meeting.

6. The Board briefly discussed the realignment due to the bridge and how it is giving less road in regards to the 2016 Certificate of Highway Mileage. Peeker Heffernan moved to accept the 2016 Certificate of Highway Mileage, Sharon Compagna seconded, so voted.

7. Therese Kirby advised the Board that one bid had been received for the sale of the steel beams that were part of the old landfill scales for \$400. Joel Bouvier moved to accept the \$400 bid and award the sale of the steel beams to Heffernan Excavating, Sharon Compagna seconded, Peeker Heffernan abstained, so voted.

8. The Board approved an Accounts Payable Warrant of \$35,379.66.

9. Sharon Compagna moved to approve the minutes from December 28, 2015, Joel Bouvier seconded, Brian Fox abstained, so voted.

10. The Board approved and signed the liquor licenses for Bobcat, R. L. Vallee, Champlain Farms, and Art on Main.

11. Selectboard Roundtable: Joel Bouvier asked how many bids were received for the Stoney Hill Business Park. Therese Kirby stated that four bids were received with Dubois & King being the high bidder and Engineering Ventures being next expensive. Green Mountain Engineering was next and Otter

Creek Engineering was low bidder. The Board felt they needed to get as much engineering done on this at the beginning of this project as possible so that is why the Board hired Green Mountain Engineering. Joel stated that he explained to Kevin Larose he was the second highest bidder. Sharon Compagna asked about the hole in the wall in the bathroom and the progress that is being made. Joel stated he is taking care of it. Sharon acknowledged Joel Bouvier was recognized in the National Bank of Middlebury New Horizons newsletter for his position as the Facilities Manager with NBM and all of his committed past and present service to his community. Brian Fox advised the Board that he received a call from Greg Marsden from Vermont Bicycle Tours and he and Therese will be meeting with him tomorrow to discuss a change for Vermont Bike Tours. Brian also acknowledged the wonderful dinner put on by the Bristol Fire Department for their Annual Meeting.

12. Town Administrator's Report: Therese Kirby explained the landfill will not be able to support a solar field for three years. She was advised of this via email from Russ of Green Mountain Engineering today. She also advised the Board it had been brought to her attention there has been sledding happening on the landfill. She stated a fence is up along the landfill as to not encourage it. She also stated no snowmobiling or ATV's are allowed on the landfill. Joel Bouvier asked about an invoice from Casella Construction for the landfill. Therese said the Board had approved payment for those invoices at previous meetings. Therese explained to the Board there was an issue at the Water Department in which a mouse had built a nest in the generator. She stated the Town will make an insurance claim and has Brookfield Generator looking at it. Discussion followed regarding renting a generator. Peeker Heffernan asked what is the longest we have been without power in the last 4 or 5 years? Therese said a day. The Board discussed briefly the water reservoir. Therese suggested we monitor the weather and make accommodations if needed. Joel asked who does the maintenance on the generator. Therese advised we will be entering into a contract with Brookfield Generator or Milton Cat to maintain the generator at the pumphouse and Fire Station. She also stated that per the State, we will have to deal with Orkin to deal with the mouse issue. Therese advised the Board, NH Munsill has asked the Fire Chief to put in a third flag pole in front of the new fire station building. Therese stated the architect has been opposed to it in the past, as the third one will come with the Police Department when they move there. Joel wondered why they were opposed. Therese stated one reason is the aesthetics. Joel thought it makes sense to do it when the other two go in. Therese advised she will bring up the third flag pole again at the Building Meeting on Wednesday, January 13<sup>th</sup>. The Board discussed briefly how the flags could be arranged. Peeker stated the flags will not look good on two poles and Sharon Compagna added that she would rather see three poles.

At 8:35pm, Sharon Compagna moved to go into executive session to discuss the appointment, employment or evaluation of a public officer or employee per 1 VSA Section 313 (a)(3). Peeker Heffernan seconded, so voted. The Board came out of executive session, no motions were made.

At 9:50pm, Sharon Compagna moved to adjourn the meeting, Joel Bouvier seconded, so voted.

Respectfully submitted,

Pam Correia  
Administrative Assistant