

## Bristol Selectboard 2019-2020 Calendar and Goals

### **April 1, 15, & 29**

- Emergency Operations Plan update and adoption.
- Continued Town Officer appointments.
- Fire Department policies review.
- 3<sup>rd</sup> FY2019 quarter budget review (Jan.-Mar.).

### **May 13 & 27 (Memorial Day)**

- Public information meeting: Main Street Lighting & Sidewalk project and FY2020 Rte 116 paving project.
- Begin annual personnel performance reviews.
- Water and Sewer Dept. public hearing; set budgets.

### **June 10 & 24**

- Water and Sewer Dept. public hearing; set budgets.
- Thurs., June 13, 4:00pm: road trip with DPW Foreman Eric Cota
- Selectboard to determine compensation adjustments.

### **July 8 & 22**

- 4<sup>th</sup> FY2019 quarter budget review (Apr.-Jun.)

### **August 5 & 19**

- Set tax rate.

### **September 2, 16, & 30**

- Initiate FY2021 budget and capital budget process.

### **October 14 & 28**

- 1<sup>st</sup> FY2020 quarter budget review (Jul.-Sept.)
- Establish budget goals.

### **November 11 (Veterans Day) & 25**

- Preliminary FY2021 budget review.

### **December 9 & 13**

- Budget review.
- Review of capital budget.

### **January 6, 13, 20, and 27**

- 2<sup>nd</sup> FY2020 quarter budget review (Oct.-Dec.)
- Adopt general fund and Police budget.
- Adopt capital budget.
- Town Report review.

### **February 10 & 24**

- Preparations for Town Meeting.
- Police District public info meeting.

### **March 2, 16, & 30**

- Town and Police District Meetings
- Selectboard organizational meeting.
- Town Officer appointments.

### **April 13 & 27**

- Local Emergency Management Plan update and adoption.
- Continued Town Officer appointments.
- 3<sup>rd</sup> FY2020 quarter budget review (Jan.-Mar.).

### **May 11 & 25 (Memorial Day)**

- Begin annual personnel performance reviews.
- Water and Sewer Dept. public hearing; set budgets.

## Bristol Selectboard 2019-2020 Calendar and Goals

### COMPLETED PROJECTS/ACTIVITIES

- ✓ Woodland Apartments water connection
- ✓ Sale of land to Stoney Hill Properties, LLC
- ✓ Sale of Livingston Lovers Lane property
- ✓ Police Chief selection
- ✓ Other personnel changes:
  - Public Works Dept.: new Foreman, new crew member
  - Recreation Dept.: new Assistant Director
  - Hub Teen Center: Director promotion, new recruit
  - New P/T Administrative Assistant
  - New P/T Police Officer
  - New F/T Officer
- ✓ Vermont Gas Agreement/ROW Permit resolved
- ✓ West Street sidewalk completed
- ✓ Mountain and Maple Street sidewalk replacements bid & construction
- ✓ 76 West Street purchase resolved
- ✓ North Street to Hardscrabble Road paving
- ✓ Local Emergency Management Plan (LEMP) review and adoption
- ✓ Bandstand and Library steps painting
- ✓ Woodland Apartments sampling plans and exempt consecutive agreement for removal of wellhead protection area
- ✓ VTrans grant application: West and East Streets drainage

### CURRENT PROJECTS/ACTIVITIES

- Pump house control panel upgrade/replacement
- Village stormwater master plan (ERP grant)
- Enhanced Energy Plan (Planning Commission)
- Town Plan update (Planning Commission)
- Main Street lighting & sidewalk improvements (DTF grant)
- Mountain Street sidewalk replacement bid & construction
- Northern Border Regional Commission grant application: Stoney Hill Business Park infrastructure
- North Street paving (Main Street to Nursery)

- Replacement trees on Maple Street
- Police Union contract development & review
- Comprehensive Capital Improvement Plan
- Route 116 paving impacts and public involvement
- New Community Center/Hub Teen Center Steering Committee
- Town Officer vacancies/recruitment
- Orchard Terrace water line extension and cash flow projections
- Howden Hall painting scope of work
- Improvements to Web site

### PENDING PROJECTS/ACTIVITIES

- Town Garage building improvements/replacement evaluation
- Winter maintenance policies (roads, sidewalks, salt, sand, property damage, etc.)
- Fire Department policies review
- Water Ordinance update
- Class 4 road maintenance policies
- Town-wide Police Department feasibility
- Police Department policies review
- Sewer Ordinance update (grease traps, fees)
- New Police Station feasibility study
- Subdivision regulations
- RFQ for sewer system study engineer
- CWSRF planning loan: wastewater capacity expansion design & feasibility
- Upper Notch slide repair
- Upper Notch illegal dump cleanup and enforcement
- Stormwater master plan implementation projects (ERP and other grants)
- VTrans Bike Ped grant application: design & construction plans for West Street south side sidewalk upgrade from Champlain Farms to ... Maple Street?
- Selectboard rules of procedure
- Adirondack View parcel/right-of-way status