

Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday May 13, 2019

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

Staff present: Board Clerk Tasha Bouvier, Town Administrator Valerie Capels, Public Works Foreman Eric Cota, Town Clerk Jen Myers, Police Chief Bruce Nason.

Others present: Ian Albinson, Steven Brow, Larry Buck, Sally Burrell, Richard Butz, Paul Carla Fenner, Forlenza, Shawn Kimball (NeatTV), Brandon Kipp (VTrans), Kris Lathrop (DuBois & King), Ralph Meima (Green Lantern), Sylvia Miller (DuBois & King), Jim Quaglino, Christopher Ross (Addison Independent), Will Sipsey, Tom Wallace, Carol Wells.

I. Call to Order.

1. Chair Joel Bouvier called the meeting to order at 7:00 p.m. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A). There are no additions, removals, or adjustments.

II. Public Forum.

1. None.

III. Visitor's Appointment.

1. Conservation Commission candidate interview: Carla Fenner. Carla Fenner introduced herself and described her interested in serving on the Conservation Commission. Following further discussion, the Selectboard said they would deliberate later on the agenda and that Valerie would get back to her.

2. Green Lantern Solar: request for preferred site designation letter for a 150k W net-metered solar array on land owned by Helen and Allen Rathbun on Route 116. Ralph Meima described the project and explained the new rule that now requires a letter from the Selectboard identifying a preferred site for solar installation. Peter Coffey moved to designate this as a preferred site as proposed. Ted Lylis second. So voted.

Joint Public Information Meeting: DuBois & King representatives. Main Street Lighting and Sidewalk Project; 2020 Route 116 Paving; possible Selectboard action to choose preferred options. Jeremy Stephens of DuBois & King outlined that the scope of work is to design the replacement of brick pavers with stamped concrete, lighting to be replaced, and resetting the granite curb. He provided an overview of the project and components of the estimated budgets for three scenarios.

Sylvia Miller of DuBois & King explained the details and considerations that went into the proposed new lighting and lamp posts. She noted that although they were replaced about 15 years ago, they have reached the end of their useful life.

Jeremy Stephens explained their survey findings regarding the height of curbs and sidewalk slopes that present a challenge on the south side of Main Street. Some sections of sidewalk direct water, snow, and ice toward the center of the sidewalk from both the settled brick paver area and the sidewalk slope from the building wall. To get the water to drain toward the curb gutter would require removing existing asphalt and lower the curb to 3" to achieve a 1% slope.

By the Bobcat Café, the sidewalk elevation is much higher than the curb resulting in a steep slope from the building, which does not meet ADA standards. A solution would be to increase the curb height to the VTrans standard of 7".

Alternative A reflects the current scope of work. Alternative B includes complete replacement of the south side sidewalk, including concrete across driveways. Alternative C carries the driveway elements to the north side. The goal of Alt. B would be to achieve ADA compliant slopes from the buildings toward the curbing. After the Town selects which alternative it prefers, the project would move into preliminary design, review for ADA and fire/safety, final design, and then construction documents. The current schedule anticipates going out to bid in late fall or early winter for spring construction.

Christopher Lathrop from DuBois & King with Brandon Kipp from VTrans presented the paving project for Route 116 from Lord's Prayer Rock to Airport Drive, which will finish the paving and connect the newly paved Route 116 from Starksboro to the top of Stoney Hill to Middlebury. It will involve cold planning 2" of pavement from curb to curb or edge of pavement to edge of pavement, applying a 1/2" leveling, course, and then applying a 1 1/2" wearing surface. They will include 25' of intersection aprons and 4' driveway aprons. Where sidewalks are within 10' of the roadway, they will pave the 10' back to the sidewalk.

VTrans will look at signage and guardrails and replace any that need to be replaced in keeping with the Village setting. This section was last paved in 1997. The paving project should help the "pond" that collects in front of Champlain near Holley Hall.

The location of ADA parking spaces was discussed. The handicap accessible parking space in front of the Holley Hall entrance is not allowed and will need to be removed. Chris Lathrop outlined a couple options to relocate it, including across the street. If the Town put regular parking spaces back after the ADA space is removed, the Town would be liable if anything was to happen since parking is not allowed within 20 feet from a crosswalk. It was clarified the 2 hour parking limit signage is not intended to apply to ADA spaces.

The entry apron into the Shaw's entrance from East Street will be paved further in because it will also be striped. An underdrain will be included along the north side of East Street to help improve drainage if it can be connected to an existing structure that can take the water.

The Selectboard will need to decide to what degree night work should be included in the special provisions. The length of time could be from mid-April to mid-July. The logistics of scheduling was discussed. This project will be bid with the Vergennes Class 1 paving project. Brandon

Kipp explained separating the projects is an option if Vergennes becomes complicated, but they get better pricing if combined. This kind of project costs about \$1 million per mile but is more like \$300,000 per mile when combined because of the economies of scale. There will be opportunities to explore sequencing to benefit all the projects.

IV. Regular Business.

1. Request from Public Works Foreman to purchase new roadside mower. Public Works Foreman Eric Cota reviewed the three models that he and the Equipment Committee reviewed. They are recommending the Rhino because of the hydraulic motor, the price, and it is most like the mower they have now. Following discussion, Peter Coffey moved to accept the Foreman's and Equipment Committee's recommendation to purchase a John Deere Rhino mower. Ted Lylis seconded. So voted.

2. Access/Curb Cut application 19-02DA: 70 Devino Lane, Carpenter. Joel Bouvier asked if when the water line was approved there did they know it was three single family dwellings. The question about the property being three single family dwellings should be brought up at the next meeting. There was discussion about the appropriate width and depth of the driveway at the road. Peeker Heffernan moved to approve curb cut application 19-02DA at 70 Devine Lane and with the condition that the mouth of the end of the driveway to be 30 feet wide for a depth of 10 feet, tapering to 20 feet wide and for a depth of 25 feet. Ted Lylis seconded. So voted.

3. Proposed upgrade to Town Green sound system wiring: Ted Lylis. Ted Lylis explained that the conduit and wires were chopped when work was being done on the park. The 4th of July Committee is paying for the project. There was discussion about the location and appearance of the outlets. Peter Coffey moved to allow 4th of July committee to do this and work with Tree Warden regarding the location of the outlets at the tree bases. Peeker Heffernan seconded. The motion passed with Michelle Perlee voting no.

4. Water Commission: clarification of water connection fee and covered expenses. Valerie Capels explained it is not clear from the fee schedule amended last year what expenses, if any, are included in the \$500 connection fee. There was consensus among the Selectboard that the fee does not include curb stop, the meter, or the installation from the main to the curb stop. The District owns the lines to the curb stops even though some of the houses are not connected yet.

5. Consider renewal of the Line of Credit with People's United Bank for the West Street Project. Valerie Capels explained they are in the home stretch of finalizing the West Street water and stormwater project final expense numbers. They just learned that the liquidated damages paid to Green Mountain Engineering, but deducted from Munson's invoice, are eligible for reimbursement. Michelle Perlee moved to renew line of credit with People's United Bank for the West Street Project. Peeker Heffernan seconded. So voted.

6. Continued appointment and/or reappointment of Town officials. Possible deliberation in Executive Session. Michelle Perlee moved to appointment Carla Fenner to Conversation Commission. Peter Coffey seconded. So voted. Valerie Capels reported that Lance Laliberte

declined the offer to serve on the Planning Commission. Consequently, the Energy Committee has been expanded by one appointment.

7. Approval of meeting minutes of April 29, 2019. Peter Coffey moved to approve with minor corrections. Peeker Heffernan seconded. So voted.

8. Authorize accounts payable warrant and any liquor licenses. \$108,997.71.

9. **Selectboard Concerns.**

Michelle Perlee expressed concern about the dump with the erosion and asked how much longer can it go on. The Public Works crew is prepared to address it.

Joel Bouvier reported that Eric Cota asked about the landfill and where would that go into the budget. There was agreement that there should be landfill money in the budget. Joel Bouvier reported that a citizen asked him about offsetting the center line from Pleasant to Park Street and making parking on the side of the road as part of the North Street paving project. Peeker and others noted that cannot be done because cars would be coming up on to the curb.

10. **Town Administrator's report.** Valerie Capels reported she and Ryan Nick did get the Northern Border Regional Commission grant application in on time for the Stoney Hill Business Park. The Town did not get the additional Downtown Transportation Fund grant for the Main Street lighting project. There is another opportunity through the VTrans Bike Ped program. Jen Myers asked if we are not getting money from these grants then how will we be paying for the project that DuBois & King showed us. Valerie Capels will see where the money can come from.

V. Other Business.

1. Correspondence, reports, correspondence received.

VI. Adjourn.

1. At 10:25p.m. Peeker Heffernan moved to adjourn the meeting. Michelle Perlee seconded. So voted.

Respectfully submitted,

Tasha Bouvier
Board Clerk

Valerie Capels
Town Administrator