

Subject to Review and Approval

Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday December 16, 2019

Selectboard Members present: Chair Joel Bouvier, Ian Albinson, Peter Coffey, Peeker Heffernan, and Michelle Perlee.

Staff present: Board Clerk Tasha Bouvier, Town Administrator Valerie Capels, Recreation Department Meredith McFarland, Chief of Police Bruce Nason, and Hub Youth Center Director Taylor Welch.

Others present: Jim Quaglino and Filming for NeatTV Shawn Kimball.

I. Call to Order:

1. Chair Joel Bouvier 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). Under Regular Business #8 add another payable for the West Street work with the water. Under other business add a Police Grant summary request for equipment.

II. Public Forum.

1. None.

III. Appointments.

1. 6:00 p.m. – Mount Abraham Unified School District Board – Bristol Representative candidate: Annie Denny. Consideration of appointment may include deliberation in executive session. The Selectboard interviewed Annie Denny. Peter Coffey moved to appoint Annie Denny as one of the Bristol representatives for the Mount Abraham Unified School District Board. Michelle Perlee seconded, so voted.

IV. Regular Business

1. New Selectboard member welcome: Ian Albinson. Chair Joel Bouvier welcomed Ian as the new member to the Selectboard.
2. Review of adopted Conflict of Interest policy. Consider development of a Bristol Selectboard Handbook. This was adopted in 2012. The policy is for all boards not just the Selectboard. Valerie Capels has researched to see if there is a town in Vermont that has a Selectboard handbook. The consensus from the board is to move forward with putting together a Selectboard handbook.
3. General fund and capital budget workshop: Recreation Department and (tentative) Public Works capital plan follow-up. For 2020-2021 swimming revenue should show \$16,000 not \$1,600. The consensus is to have the pottery revenue reduced to \$12,500. The rental fee for using the gymnasium at the high school needs to be increased to \$3,000 instead of \$1,000. Net supported by taxes is \$201,453 3.9% increase. The Selectboard will review this again in January with the Recreation and Hub Department.

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4. Park Use request by Chabad of Middlebury: Chanukah Menorah on the Town Green, Dec. 18 – Jan 1. Michelle Perlee moved to approve having Chabad use the Town green from December 18, 2019 to January 2020 will the terms as they did last year. Peeker Heffernan seconded, so voted. Chabad asked if it would be possible to put a pipe into the ground, but it would need to be flush with the ground and Dig safe would need to be contacted and at their cost. Consensus is to not have them install the pipe.
5. Resolution to appoint Town Administrator Valerie Capels to the Addison County Economic Development Board for one year. Peter Coffey moved to appoint Town Administrator Valerie Capels to the Addison County Economic Development Board for one year. Peeker Heffernan seconded, so voted.
6. Errors and Omissions Report from the Bristol Listers related to the 2019 Grand List. Craig Scribner provided 3 errors and omissions. Michelle Perlee moved to approve the errors and omissions report from the Bristol Listers related to the 2019 Grant List. Ian Albinson seconded, so voted.
7. Approval of the December 2, 2019 meeting minutes. Michelle Perlee moved to approve the December 2, 2019 meeting minutes with minor corrections. Peter Coffey seconded, so voted.
8. Authorize accounts payable warrant and any liquor licenses: \$501,642.84.
 - a. Peeker Heffernan moved to approve the bill from Masterson's Excavating \$131,995, \$19,510 of which comes from the Capital Water budget and the remainder to be paid out of the appropriate funds. Peter Coffey seconded, so voted. This is for the West Street repairs.
9. Selectboard concerns.
 - a. Peter Coffey said he feels the Public Works Department should get a new sidewalk plow and something to salt the sidewalks. Peter Coffey will not be seeking reelection in March 2020.
 - b. Ian Albinson asked about improving cell service in the town. Ian spoke with Jen and gave her some information about some people that have towers on their farms. Ian will take charge and investigate this further and come back to the Selectboard with more information. Ian asked if the crossing time at the intersection of Main/West/North/West Street could be increased and Bruce Nason will check. Someone also asked him about better crossing by Basin Street and Mountain Street.
 - c. Joel Bouvier noticed some basketball hoops on the edge of the road that needs to be moved.

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10. Town Administrator's report.

- a. Valerie Capels said she heard from FEMA and small business administration that there will be FEMA assistance for the Halloween flooding. The 3 owners and the town sustained could possibly be covered.
- b. Valerie Capels said she thought the Better Roads grant was for up to \$20,000, but it was for up to \$60,000. If the grant is received it would be for Mountain Street.

V. Other Business:

1. Correspondence, reports, correspondence received.
 - a. GMP sent an email to Valerie Capels and to summarize they said it is the towns responsibility to make it safe at the intersection of Burpee Road and Monkton Road. GMP also wants to do something by South Street near the funeral home. Valerie Capels asked if the Selectboard want GMP to come in and discuss. Ian Albinson also asked if they were going to remove the pole on the park. There is the old pole and new pole right next to each other.
 - b. Police grant. Grant to purchase e-ticket and print tickets right from the vehicle. The ticket would be electronic, and all the information would be electronically sent to the courthouse. There is no cost to apply for this grant other than maintenance or if the equipment fails. There is no monthly subscription. Peter Coffey moved for Bruce Nason to apply for the grant. Michelle Perlee seconded, so voted.

VI. Adjourn:

1. At 8:07 p.m. Peeker Heffernan moved to adjourn the meeting. Michelle Perlee seconded, so voted.

Respectfully Submitted by,

Tasha Bouvier
Board Clerk