

**Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday December 4, 2017**

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

Staff present: Board Clerk Tasha Bouvier, Town Administrator Valerie Capels, Fire Chief Brett LaRose, Lieutenant Bruce Nason,

Others present: Ian Albinson, Linda Brown, Sally Burrell Mathew Daylor, Anna Daylor, Bob Donnis, Donna Gile. Kevin Hanson, Patty Heather-Lea, Patricia Hunt, Shawn Kimball (NEATv), Alia Lads, Gaen Murphee (Addison Independent).

I. Call to Order.

At 6:06 p.m. Michelle Perlee moved to nominate Joel Bouvier temporary Chair until Peeker arrives. Peter Coffey seconded. So voted. Joel Bouvier called the meeting to order.

1. Peeker Heffernan arrived at 6:07 p.m.

1. Valerie Capels requested that two items be added to the agenda under Other Business. First item is Jamie Simpson from Munson has a request regarding and adjustment to the waterline by Lovers Lane. The second item is for executive session to discuss quotes for shoveling town office walks.

II. Visitor Appointments.

1. Application for use of Bristol Parks: Lumen at Town Green, December 22, 2017 4:00 p.m. to 7:00 p.m. Ian Albinson said the event is the same like last year. There will be a fire performer for 30 minutes and they will have their own insurance. Precession down Main Street and then there will be four fire pits total. There will be the battery operated candles instead of candles with fire. Peter Coffey moved to approve the application with previous conditions. Ted Lylis seconded. So voted. Joel Bouvier is abstaining from voting.

III. Regular Business.

1. Public Forum: None

2. Vermont Gas update. On December 18, 2012 a letter from the Town of Bristol to the Vermont Public Service Board is enclosed on the Town Administrator's Report. Michelle Perlee and Therese Kirby in May 2017 sent Vermont Gas a draft of what the Memorandum should include. The Town just received it back from Vermont Gas with their edits. Gaen Murphee said she went through the notes and found from the June 26, 2017 meeting notes that at the September 18, 2017 would be a discussion and asked if she missed something because she did not see it discussed. Michelle Perlee said it fell through the cracks due to the Town Administrator transition. Patty Heather-Lea read a letter she wrote about her disapproval with Vermont Gas coming to Bristol. Sally Burrell stated she is not in favor of Vermont Gas coming through Bristol. She said things have changed since 2012 and we need to look at this and

think it over again coming to Bristol. Kevin Hanson said he is in favor of Vermont Gas coming through. He said we are still using fuel oil now and were in 2012. Joel Bouvier said he is in favor of natural gas, however not if it is going to cost the tax payers money when the water lines would need to be looked at since the Town would have to pay for a Vermont Gas employee to come and observe. Peeker Heffernan said there will be a future public hearing regarding this sometime in February.

3. Consider naming private driveway on Pine Street to Pine Meadows Lane. Joel Bouvier asked to table this until he speaks with Terry Thomas.

4. Consider selection of Attorney to review proposed Police Union contract and represent the Town in negotiations as necessary. Valerie Capels reported that they received four responses for quotes. This was tabled for executive session.

5. Consider grant application request from Road Dept. to the Vermont Agency of Natural Resources Ecosystem Restoration Program (ERP) for Storm Water Planning Analysis. Valerie Capels reported that the application is due at the end of January to beginning of February. Peter Coffey moved to authorize submission of application. Ted Lylis seconded. So voted.

6. Consider resolution to authorize the Town Treasurer to apply for a credit card for the Town Administrator. Joel Bouvier moved to approve Town Treasurer to apply for a credit card for Valerie Capels. Peter Coffey second. So voted. Michelle Perlee asked that anyone who is not an employee anymore to cancel their credit card.

7. Review budget status and schedule. Jen Myer's budget status report and print out through November was reviewed. Valerie Capels presented a schedule for upcoming budget meetings. It looks like the Selectboard will be meeting every Monday regarding the budget and Town Meeting preparations. It was noted that they have also had Saturday meetings as well in the past.

8. Review and approve minutes of November 6 and 20, 2017. Michelle Perlee moved to approve November 6, 2017 with corrections. Peter Coffey seconded. So voted for November 6, 2017. Michelle gave a copy to Valerie and Valerie will send to Tasha. The November 20, 2017 meeting notes will be approved at the next meeting.

9. Authorize accounts payable warrant \$36,055.81. Special event permits Huntington River Vineyard at the Bristol Bakery December 15, 2017 6-9 p.m. Michelle Perlee moved to accept Huntington River Vineyard special event permit. Ted Lylis seconded. So voted. Michelle Perlee moved to approve Champlain Orchards 5-9 p.m. not until 10 p.m. on December 15, 2017. Ted Lylis seconded. So voted.

10. Selectboard concerns. Ted Lylis reported the electric issue on the park has been addressed. There was a question about the outlets on the band stand. Joel Bouvier commented about the conduit

on the ground by the tree near the World War I monument. Ted said it was associated with the sound system from years ago and got destroyed when the lawn was mowed.

Joel Bouvier asked if Munson was done with the West Street project and are they going to put down hay. Valerie said yes and they are working on Lovers Lane to finish the manhole. Peeker noted they needed to change the curb stop at the Creeme stand at least a couple times. Joel asked if the slide had been taken care of at the sewer tanks. Valerie said no; it is a scheduling matter with Mastersons. There was discussion about the R&R Landscaping invoice and whether the large tree had been removed from the Hardscrabble Cemetery and whether Henry Ramsay or the Road Dept. had taken care of it. Valerie said she spoke with Henry and asked him do the normal clean-up he would do and the Road Department would do the rest.

Peter Coffey conveyed a citizen's concern about a large tree in the green space. The tree more than likely needs to be removed and it is a very large tree. He reported that he, Porter Knight, and Ken Weston walked the trail. Part of the trail was on that neighbor's property, but he has already bulldozed it. Peter Coffey mentioned about using the dump land but is not sure how much longer the Town has to wait. Joel Bouvier suggested Valerie talk with the environmental company and see if we can do the trail on the dump. Peter noted the catch basins are covered on West Street and asked if they are going to stay on through the winter. He reported the leak on Mountain Street and Heath Road has been repaired with copper.

Michelle Perlee asked if the water line is completed over the hill and it is. Peeker Heffernan described some of the additional work that is needed to complete the project. There was discussion about the stabilization of the steep part of the bank over the water line. Peeker said the engineer cautioned about that area being filled in any more to minimize weight over the line.

Joel Bouvier noted that he and Valerie are attending the All-Hazards Mitigation Committee meeting tomorrow. He also noted in VTUMS' report that two technicians were called in to an alarm on Thanksgiving day. Valerie explained one needed to go get a part in the Middlebury office.

11. Administrator report. Valerie Capels reported that the contractor came by over the weekend and applied more material or paint over the staining that was observed on the acoustic material at Holley Hall. Ted Lylis said it looks like it is already leaking down. He thinks it could be the old stain is just working its way through the new paint.

IV. Other Business.

1. Correspondence, reports.

Michelle Perlee asked about the Notice of Alleged Violation, 11/28/2017, Bristol Water System (WSID VT0005002) failure to monitor and report disinfection byproducts. Valerie Capels explained the testing was done, but was done late.

Bob Donniss was present regarding speed limit changes. He contacted Fred Baser and shared information he received from the Agency of Transportation. He is urging the Selectboard send a letter, fill out a form, and have someone from the Agency of Transportation come and see to give a waiver to not have to do a study. Following considerable discussion, the majority of the Board did not believe moving the speed limit signs on North Street would change motorists' behavior and is not in favor of asking for a waiver regarding a speed study.

Valerie Capels read an email received today from Jamie Simpson who is proposing a revised configuration for the water piping at the Woodland Apartments meter pit to readily extend the 8-inch main eastward for future users east of the Woodland Apartments who may wish to connect without having to pipe around the meter pit manhole later. The Town will own the meter and everything to the meter pit; Woodland Apartments will own everything after it. A cost estimate was not available. The Selectboard agreed it is critical the engineers for the West Street project and Woodland apartments coordinate the plans. Valerie and Peeker said they want to do the work tomorrow. The Selectboard authorized Peeker Heffernan to follow up with the engineers to see what their plan is.

V. Executive Session.

Michelle Perlee moved to enter executive session to discuss personnel matters per 1 V.S.A. § 313(a)(3), possible contract negotiations per 1 V.S.A. § 313(a)(1)(A), and pending litigation per 1 V.S.A. § 313(a)(1)(E). Peter Coffey, seconded. So voted.

The Selectboard met in executive session from 8:20pm to 9:35pm. Upon returning to open session, Joel Bouvier moved to select the law firm of Stitzel Page & Fletcher to work with the Town regarding Police union contract negotiations. Ted Lylis seconded. So voted, with Michelle Perlee recusing.

VI. Adjourn.

Michelle Perlee made a motion to adjourn. Joel Bouvier seconded. The meeting was adjourned at 9:37pm.

Respectfully submitted,

Tasha Bouvier, Board Clerk

Valerie Capels, Town Administrator