

Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday July 13, 2020

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

Staff present: Board Clerk Tasha Bouvier, Town Administrator Valerie Capels, Director of Public Works Erica Cota, Fire Chief Brett LaRose, Town Treasurer Jen Myers, and Police Chief Bruce Nason.

Others present: Filming for NeatTV Shawn Kimball, Mark Bouvier, Elissa Cobb, Mike Dash, Maura Donnelly, Sue Jipner, Cy Marsano, Jill Marsano, John Moyers, Jim Quaglino, and Christopher Ross (*Addison Independent*).

I. Call to Order:

1. Chair Michelle Perlee called the meeting to order at 7:02 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.
2. Overview of Zoom meeting operation and procedures: rules for participation, mute microphone, recognition by Chair, etc.

II. Public Forum:

1. None

III. Regular Business

1. Fire Chief Brett LaRose: Recognition of Chad Perlee's 19 years of service on the Bristol Fire Department. Brett LaRose acknowledged his 19 years of service and his resignation. Chief LaRose thanked him for his service and all the work he did for the Department and wishes him well in the future. Joel Bouvier accepts Chad Perlee's resignation with regret and thank him for his 19 years of service. Ian Albinson seconded. So, voted.
2. Continued discussion about public outreach and community engagement regarding Bristol policing philosophy and implementation. Bruce Nason said he has not received much feedback however suggested meeting in person at the Holley Hall. Michelle Perlee said what about a pre-registration to see how many people would attend. John Moyers asked what the point of the meeting is. Bruce Nason said would like input from the community about the direction of the Police Department and then about the Police Department policy and updating the information. Mark Bouvier said he feels it should just be the Police District residents since those residents are the ones are paying for the Police budget. Elissa Cobb said she is wanting to see how the current Police Department is meeting social justice not matter if they are a resident in the police district. Mike Dash said goal of the meeting is not making directives but improving the strengths that we already have with the Bristol Police Department. It is generating ideas on how to address a nation-wide phenomenon on these issues. Will have an open discussion

meeting on August 3, 2020. Maura Donnelly suggest having an outside facilitator running the meeting. Valerie Capels will investigate the cost and availability of an outside facilitator.

3. Park use application: Bobcat Café food truck at Bartlett Falls, intermittently. Ian Albinson said he is concerned for safety. Mrs. Dash said she has been seeing increased usage of the Bartlett Falls and thought about doing a study to see about improving the parking issues up there. Joel Bouvier moved to approve permit for Bobcat Café for a two week trial period and they must pick up the trash from the food truck for all public use, advise when they will be up there to make the Police Department and Town Administrator aware and have \$1,000,000 insurance policy with Town of Bristol listed as an additional insurer. Ian Albinson seconded. So, voted.
4. Bristol Water Commission: continued deliberation of March water bill appeal – 21 Spring Street. Cy Marsano said do not think the Town should give on this. The homeowner may have had an issue fixed or had a leaky faucet, plumbing issue, etc. These new meters are a velocity meter. Would think that if the meter did not run properly then would see this more often of the water bill being extremely high. Peeker Heffernan moved to bill the resident 21 Spring Street the amount billed by the water department and waive all penalties and interest. Ian Albinson seconded. So, voted.
5. Bristol Water Commission: request from Jackman's of Bristol, Inc. credit on water bill. Michelle Perlee said she knows there is a new shut off valve. Cy Marsano said there is a meter pit. There is a curb stop which Jackman's owns. The meter pit is owned by the town and only the Water Department/Town of Bristol is allowed in that area. Cy Marsano suggested to mark it so it does not get plowed over. Peeker Heffernan said its water after the meter and they owe the money. Peeker Heffernan moved for Jackman's of Bristol, Inc. to pay the bill and no credit. Ian Albinson seconded. So, voted. Joel Bouvier was not present for this part of the meeting and did not vote.
6. Bristol Water Department: development of an FY2021 infrastructure maintenance plan. The plan consists of 3 different priorities. Priority #1 – Elm St. replace old hydrant and valve and complete in July. Estimated cost is \$4,500 supplies and \$3,000 contracted services with a total of \$7,500. Leak detection on house services on Elm Street estimated cost: \$500 contracted services; cost to repair service leaks, if any, TBD. Priority #2 – Mountain Street extension replace broken hydrant with flushing hydrant and valve and complete in August. Estimated cost is \$2,500 supplies and \$3,000 contracted services with a total of \$5,500. Priority #3 – Rockydale replace broken hydrant with new hydrant and valve and complete in Spring 2021. Estimated cost is \$4,500 supplies and \$3,500 contracted services with a total of \$8,000. Traffic control on state road estimated cost: TBD. Each will require advanced planning for parts, dig safe tickets/markings, coordination with the Public Works Department homeowners, and more. Joel Bouvier moved to approve the infrastructure plan that VTUMS put together. Ian Albinson seconded. So, voted. The Selectboard agreed that if VTUMS did not find a

leak then no need to go further with it especially with Elm Street where they thought there was a leak.

7. Village paving and Main Street sidewalk projects update. Valerie Capels said things are moving along and night work is still happening. Ian Albinson moved to authorize Valerie Capels pursuing to replace the panels on East Street pending the cost. Joel Bouvier seconded. So, voted. Valerie Capels said there is water ponding on East Street at the end of School Street. Ian Albinson said there was damage to the skirting of the building in front of the Bobcat Café. Recycled Reading businesswoman was going to work and noticed that some panels were retaining water and asked J. Hutchins to fix that. The lamp post by Tree Goods got a light brush against it. Ian Albinson said there is not any major damage but will ask it to be bolted in better. A car rolled that was in park to across the street and the persons insurance is being contacted to fix the damages.
8. Coronavirus COVID-19 update: preparations, response, and impacts to municipal operations. The abate meetings Sharon will move them upstairs if need be. Joel Bouvier said if we did a soft opening then someone can come in the side door and use the back door to exit. The consensus is not ready to decide yet on a soft opening and the plans for this. Joel Bouvier suggested a resolution the Selectboard supports the local businesses that requires patrons to wear a mask. Peeker Heffernan feels it should be left up to the individual business and is uncomfortable mandating that the business wears a mask. Darla Senecal supports a mandate to wear masks in Bristol businesses. Valerie Capels will draft a resolution stated the Selectboard supports local businesses that require face masks and will be voted on at the next meeting.
9. Bristol Revolving Loan Fund: consider use of the fund to assist Bristol businesses through COVID-19 impacts. Bristol's RLF currently has a balance of more than \$360,000. Chair Fred Baser sent an email suggesting Bristol's RLF be made available to Bristol businesses to, perhaps, pay for a year's rent at no interest. Joel Bouvier said he would like to see it for businesses that may have to close if they do not receive the money and not 0% interest for businesses that are wanting to expand. Ian Albinson will contact the businesses and then they can get in touch with Fred Baser.
10. Consider use of Technology Reserve Fund for purchase of new laptop and two new monitors with camera and audio. Joel Bouvier moved to approve new laptop and two new monitors with camera and audio based on the price Valerie Capels gave in her Town Administrators report. Ian Albinson seconded. So, voted.
11. Consider selection of consultant for Public Works site and facility analysis. *May include deliberation in Executive Session regarding contract negotiations.* Joel Bouvier moved to push this to executive session at a special meeting on July 20, 2020 and invite Eric Cota to the meeting. Michelle Perlee seconded. So, voted.

12. Consider extension of Craig Scribner's Lister consulting contract to the end of August. Joel Bouvier moved. Darla Senecal seconded. So, voted.
13. Approval of the June 22 and June 29, 2020 meeting minutes. Ian Albinson moved to approve June 22 and June 29, 2020 meeting minutes with corrections for June 22 only. Darla Senecal seconded. So, voted.
14. Approval of January 15, January 20, January 22, February 5, February 12, and March 27, 2018 meeting minutes. Moved to next meeting.
15. Authorize accounts payable warrant and any liquor licenses. Accounts Payable warrant \$.
16. Selectboard roundtable.
 - a. Joel Bouvier heard anything on Mountain Street sidewalks and still on for August? Valerie Capels said she sent an email and have not heard back. Water shut offs on North Street. Eric Cota said they cannot go in since the riser needs 1 inch and there is only $\frac{3}{4}$ inch. Eric Cota said he can patch them though and Joel Bouvier said to check with Cy Marsano. Basin Street hill retaining wall and Joel Bouvier was wondering if the sheet piling, they are using in Middlebury would that work. Peeker Heffernan said that would probably hold it.
17. Town Administrator's report.
 - a. Valerie Capels wanted to point out the long list of other business correspondence.

IV. Other Business:

1. Correspondence, reports, correspondence received.

V. Adjourn:

1. At 10:04 p.m. Joel Bouvier moved to adjourn the meeting. Peeker Heffernan seconded, so voted.

Respectfully Submitted by,

Tasha Bouvier
Board Clerk