

Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday July 27, 2020

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

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

Others present: Filming for NeatTV Shawn Kimball, Senator Christopher Bray, Representative Mari Cordes, Pete Lossman, John Moyers, Jim Quaglino, and Christopher Ross (*Addison Independent*).

I. Call to Order:

1. Chair Michelle Perlee called the meeting to order at 7:04 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. Pete Lossman expressed concerns with the road on Carlstrom Road as it keeps widening and vehicles keep speeding on this road. Eric Cota's plan is to extend the culverts by another 10 feet. Pete Lossman would like to suggest putting the road where it used to be instead of widening the road with the culverts. Police Chief Bruce Nason will collect data regarding speed by putting the speed cart on Carlstrom and then the Selectboard can discuss at a future meeting once the data is collected. The speed cart will be part of the Town's cost that is charged by the Police Department for out of the district expenses.

III. Regular Business

1. Fire Chief Brett LaRose and Eric Forand: Update on apparatus replacement status. Online is a status report prepared by Eric Forand outlining the steps taken by the Apparatus Design Working Group to select a new fire engine that meets the departments current and projected needs. Attached to the report is a list of specifications the Working Group has identified for a new apparatus. Once a company has been chosen it takes about one year for them to complete the finished truck. Chief Brett LaRose asked when does the Equipment committee get involved in the process. Valerie Capels was unsure, but she will find out.
2. Continued discussion about public outreach and community engagement regarding Bristol policing philosophy and implementation. At the previous meeting, August 3 was identified as a preferred date (sooner rather than later) to hold a community conversation about policing in Bristol. The suggestion was made to have a facilitator.

Bruce also suggested that for this first meeting that it be primarily an opportunity to listen to the concerns and thoughts of community members and see where things go from there. Town Moderator Fred Baser, a Bristol Police District resident, is willing to facilitate, but he would not be available on August 3. State senator Christopher Bray, also a Bristol Police District resident, is also willing to facilitate and would be available on August 3. Strong preference was expressed to provide for an in-person conversation in accordance with COVID-19 restrictions. They would either call or email to register for the in person or they can sign in via zoom. This first meeting would be to just start the conversation with the community and for the Town/Police Department to listen to the community. Once the thoughts have been gathered the Police Department/Town can figure out where to go from there. The consensus from the Selectboard is to have a meeting on August 3 and have facilitator Senator Christopher Bray.

3. Bobcat Café food truck Park Use Permit at Bartlett's Falls two-week trial period review. Joel Bouvier moved to approve Bobcat Café food truck to use Bartlett's Falls through Indigenous People day however they must show proof of insurance before going back up, must be pick up trash in the vicinity of the truck, Valerie Capels & Bruce Nason must be notified and if the trash isn't picked up then the permit can be pulled. Darla Senecal seconded, so voted.
4. Consider resolution to support establishments that require COVID-19 facial coverings. Governor Scott issued a mandate starting August 1 that masks must be worn inside and outside in public if the 6 feet distance cannot be done. Peeker Heffernan moved to support the Governors resolution mandate. Joel Bouvier seconded. So, voted.
5. Coronavirus COVID-19 update: preparations, response, and impacts to municipal operations. Governor's Emergency Declaration was extended to August 15. There was discussion regarding town employees when to wear masks while in the office.
6. Upcoming paving and Main Street sidewalk projects update. Permanent traffic signs will be done this week. Crews will be working on adjusting storm drain and water valve structure elevations. One-way alternating traffic may be required in these areas depending on the location of the structure(s). Peeker Heffernan moved to install "turning vehicles yield to pedestrian" sign on all 4 corners. Joel Bouvier seconded. So, voted. Estimate from Pike Industries for paving Elm Street, Taylor Avenue, and Munsil Avenue in the Village and Lower Notch Road and Hardscrabble Road outside the village for \$103,963. Once approved, the plan is for the work to be scheduled by Pike for the end of September. Joel Bouvier moved to approve the quote from Pike Industries except not do Munsil Ave. Ian Albinson seconded. So, voted. Munsil Ave will look at having it done in the Spring.
7. Consider whether to increase trash removal services in the downtown. Joel Bouvier moved to increase trash removal services with R&L Rubbish through November 1, 2020. Ian Albinson seconded. So, voted.

8. Continued consideration of consultant selection for the Public Works site and facility analysis and potential change in scope to include co-location of a new Police Station. *May include deliberation in Executive Session regarding contract negotiations.* Peeker Heffernan moved to accept the proposal to do conceptual plan with Bread Loaf's feasibility and site analysis to include Public Works site and co-location of a new Police Station. Ian Ablinson seconded. So, voted.
9. Consider acceptance of the NRCS Emergency Watershed Protection (EWP) grant agreement. The Halloween storm of 2019 resulted in damages to properties that the Natural Resources Conservation Service Emergency Watershed Protection (EWP) program deemed eligible for 75% funding: (1) bank stabilization at 455 Ireland Road, (2) bank stabilization along Ireland Road near the Starksboro town line, and (3) the slope failure at 25-31 West Street. Ian Albinson moved to accept the grant agreement. Joel Bouvier seconded. So, voted.
10. Execute Vermont Revolving Loan Fund agreement: 1905 cast iron waterline replacement project. We received approval for the DWSRF loan application that was submitted in January 2020 to prepare the Preliminary Engineering Report for replacement of 1905 cast iron and lead-packed pipes in the water district. Online is a copy of the loan agreements and terms: Loan amount: \$28,300, 5 years, 0% interest. Ian Albinson moved to approve the loan fund agreement. Darla Senecal seconded. So, voted.
11. Approval of the July 8, July 13, and July 20, 2020 meeting minutes. Moved to next meeting.
12. Authorize accounts payable warrant and any liquor licenses. Accounts Payable warrant \$206,683.70.
13. Selectboard roundtable.
 - a. Joel Bouvier got a call from Donald Lathrop. He had a conversation sometime summer of last year about the bridge on Hewitt Road. Donald said the trees and brush will grow around the bridge. He is concerned about the trees rooting the bridge. Joel Bouvier asked Eric Cota to contact Donald Lathrop directly. Joel Bouvier brought up the Board Clerk has not gotten a raise since she started. FEMA money has it been received from the Halloween storm. Valerie Capels said still working on the evidence for the report.
 - b. Darla Senecal said there was someone woken up by the noise from a dump truck. Peeker Heffernan said he is not sure how to alleviate it. He is trying to talk with the contractor and have them speak with the truck drivers to keep the noise to a minimum.
 - c. Darla wanted to acknowledge the passing of Bunny Daubner who was a long-time resident of Bristol and we will miss her.

14. Town Administrator's report.

IV. Other Business:

1. Correspondence, reports, correspondence received.

V. Executive Session:

1. At 9:42 p.m. Michelle Perlee moved to enter executive session finding that premature general knowledge would clearly place the Selectboard or other parties at a substantial disadvantage regarding personnel matters per 1 V.S.A. § 313(a)(3) and contract negotiations per 1 V.S.A. § 313(a)(1)(A). Peeker Heffernan seconded. So, voted. The Selectboard invited Police Chief Bruce Nason to the Executive Session.

VI. Adjourn:

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

Respectfully Submitted by,

Tasha Bouvier
Board Clerk