

**Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday September 14, 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, Public Works Foreman Eric Cota, Fire Chief Brett LaRose, Recreation Department Assistant Director Alex Mihavics, Recreation Department Director Meridith McFarland, Police Chief Bruce Nason, Town Treasurer Jen Myers, and Zoning Administrator Kris Perlee.

Others present: Matt Baron, Dayton Crites (DuBois & King), Kevin Hanson, Scott Hamshaw, Jennifer Kiewit, Shawn Kimball (NEATV), Porter Knight, Jeff Lunstead, Benjamin Marks, Adlai Ostrer, Tim O'Toole, Katie Raycroft-Meyer, Caleb Rockwood, Chris Urban, Adam Lougee (ACRPC), Tom Wallace, and Mike Winslow (ACRPC).

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 was agreement to add a curb cut application per Public Works Foreman's recommendation to the Consent Agenda.

2. Overview of Zoom meeting operation and procedures: rules for participation, mute microphone, recognition by Chair, etc.

II. Public Forum.

1. Krista Siringo spoke regarding the sidewalk project and was hoping for an update on it and accessibility difficulties during the project. Valerie Capels advised at their construction meeting Thursday they discussed this issue. She believes that they filled the gaps in between the sidewalks to help make it smoother. Ian Albinson stated it's more of a gravel material feel to it than being smooth and compacted.

III. Scheduled Appointments.

1. 7:00 p.m. – Public Hearing – Proposed Bristol Unified Development Regulations. Valerie Capels reiterated that this will be a special local ballot, so anyone that is doing an absentee ballot will need to specifically call and request this ballot from the Town. It will also be available for in-person voting. Planning Commission Chair Katie Raycroft-Meyer, ACRPC Director Adam Lougee, and Zoning Administrator Kris Perlee provided an overview of the proposed changes and responded to questions. The Public Hearing was closed at 7:20 p.m. Ian Albinson moved to send the Bristol Unified Development Regulations for a vote on the ballot in November. Joel Bouvier seconded. So voted. There was discussion about how voters will be informed about the local election as part of the Nov. 3 general election. Joel recommended the Town put this in the Addison Independent as a public notice so people are aware that they will need to specifically request it from the Town Clerk.

2. 7:30 p.m. – Public Hearing – Alleged Dog Ordinance violations: Travis Manning – potentially viscous, neglected, unregistered dogs running at large in Vincent Drive vicinity.

Valerie Capels said Travis Manning has received the certified letter however she has not heard from him. Matt Baron said he has not seen the dogs in a couple of weeks and Jen Myers said the dogs have not yet been registered. Police Chief Bruce Nason said there is a neglect case against Travis Manning which is still in progress now. Bristol's contract with Homeward Bound specifically prohibits bringing dogs there as the result of an ordinance violation or enforcement action. There was discussion about where the seized dogs could be held as the pound is not an option due to the condition of the building. Comfort Hill was discussed as an option. The dogs could be put there for 10 days and then brought to Homeward Bound. Peeker Heffernan moved to have the dogs boarded at Comfort Hill if Homeward Bound would not take them straight away by noon on Friday September 18, 2020 (unless the fees are paid and the dogs are registered) and then brought to Homeward Bound after the 10 days to be adopted by another family. Joel Bouvier seconded. So voted. Valerie reported that the dogs are alleged to have also killed a neighbor's chickens. The neighbor, Amber Barrows, is asking for the chickens to be replaced, however the Vermont Leagues of Cities and Town advised the Town should not get involved and the neighbor would need to ask Travis Manning to replace the chickens or pay to replace them as it is a civil suit. The Selectboard concurred.

IV. Consent Agenda.

Following discussion regarding the added curb cut permit application, Peeker Heffernan moved to approve consent agenda. Joel Bouvier seconded. So voted.

1. Recreation Department request for authorization to apply to RiseVT funds with Bristol Recreation Club for water bottle filling station. RECOMMENDATION: Approval.
2. Recreation Department request for authorization to apply to the Vermont Division for Historic Preservation for a 50/50 grant to repair the bell tower and related roof leak. RECOMMENDATION: Approval
3. N.H. Munsil request for authorization to hold a coin drop October 11, 2020 around 15 West Street. RECOMMENDATION: Approval
4. Curb cut application #20-03DA Danny and Debbie Grace. RECOMMENDATION: Approval subject to then following Public Works Foreman's conditions:
 1. A fifteen inch by forty-foot (15" x 40') culvert must be installed.
 2. The black plastic culvert needs to have at least twelve inches (12") of cover over it; the gray culvert needs to have at least six inches (6") of cover over it.
 3. Cover material over the culvert must be crushed gravel compacted with a suitable compactor in twelve-inch (12") lifts.
 4. Ditching must be done on both ends to allow water in and out.
 5. Some trees may need to be cut to the south depending on sight access.
 6. The access at the road must be flat seventeen feet (17') back

RECOMMENDATION: Approval per the DPW Foreman's recommendations.

V. Regular Business.

1. Fire Chief Brett LaRose and Firefighter candidate interviews: Adlai Ostrer, Timothy O'Toole, and Caleb Rockwood. Fire Chief Brett LaRose introduced the three candidates, who were present for any questions. Peeker Heffernan moved to approve Adlai Ostrer, Timothy O'Toole, and Caleb Rockwood as Firefighters. Joel Bouvier seconded. So, voted.
2. Consider Acorn's AES-3 Bristol landfill stormwater permit cost-sharing proposal. The Acorn/AES-3 solar project proposed to be located at the landfill requires a new stormwater permit. Members of the AES-3 team have put forward a proposal regarding the costs of the current application and possible future stormwater application costs associated with the site. Aegis/Acorn would apply for the permit in the Town's name and Aegis/Acorn will pay the entire cost of application and the \$680 application fee. If and when the Town engages in activity at the site that would trigger a stormwater permit amendment – such as a new Public Works and/or Police Station facility, AES3 and the town would ratably split all stormwater permit costs, including the annual \$160 fee, and the \$240 renewal fee every 5 years, as well as the engineering certification associated with the 5yr renewals. Peeker Heffernan moved to enter an agreement with Acorn's AES-3 with regard to the Stormwater Application for the Bristol landfill solar array assuming there are no additional costs to the Town with said application. Joel Bouvier seconded. So voted.
3. Stoney Hill Pedestrian Scoping Study findings and recommendations: DuBois & King. Valerie Capels explained that the Town of Bristol received a grant through the Addison County Regional Planning Commission (ACRPC) Transportation Advisory Committee (TAC) earlier in the year to hire an engineering/design team to scope out the feasibility of a pedestrian and/or bicycle facility to connect the Lovers Lane neighborhood to the village/downtown in the area of Airport Drive and West Street. A steering committee was put together comprised of Town officials, representatives of Bristol CORE, and the Bristol Recreation Club Trail Network (BTN). A team at DuBois & King was hired through the ACRPC to conduct the study. Dayton Crites (DuBois & King) presented the report and recommendations of the steering committee. Alternative 1 along the Route 116/17 right-of-way was deemed to be too expensive. There was much discussion on variations of the Alternatives 2 and 3 off-road paths. Before a decision is made Joel Bouvier would like to have Dayton see if alternate 1 could be a dirt path and if so, what the cost would be. Joel would also like to get costs for alternate 1 with a) different material used for the path and 5 feet wide and b) what would the cost be if Alternate 1 was 5 feet wide instead of 10 feet.
4. Consider request to address Maple Street traffic concerns. Chris Urban said he has noticed for a few years people speeding on Maple Street and would like to see the "Slow Children At Play" sign that was removed last year be put back up and then also a speed bump added. Where kids cross the street on North Street he would like to see the barrel be added again so people are more cautious. Eric Cota said VLCT said the sign should be removed because it was a liability issue for the Town as it implies that the Town condones "kids are playing in the street." Peeker Heffernan said that the Selectboard did try to get the speed limit in town reduced to 25 mph instead of 30 mph, but the study that was completed said it did not warrant the change, so the change could not be made. Mike Winslow (ACRPC) discussed some other options to help slow cars down. Jennifer Kiewit also discussed her concerns with regard to the speed and

pedestrian safety on Pine Street. Chief Bruce Nason will put the speed cart on Maple Street to collect some information. There was consensus to have the Selectboard investigate doing a study of reducing the speed limit in the village from 30 to 25 mph.

Ian Albinson left the meeting

5. Bristol Water Commission: Consider Patrick Benner request for water bill abatement. Jen Myers said according to the conversations that she had with Jill Marsano & Cy Marsano there were plumbing issues on Patrick Benner's side of the meter. The water bill was roughly \$175 more than what it typically is. The part that Cy Marsano fixed was something that never would have metered the water. Peeker Heffernan moved to abate the water bill. Joel Bouvier seconded. The motion failed with Joel Bouvier, Darla Senecal, Peeker Heffernan, and Michelle Perlee voting no.
6. Consider proposed LE Environmental contract amendment (Work Order #10) for continued landfill monitoring. Joel Bouvier moved to approve the contract amendment for proposed LE Environmental. Darla Senecal seconded. So voted.
7. Bristol FY2020 4th quarter budget review and FY2022 budget process discussion. Online are the budget reports rounding out the close of FY2020 through June 30, 2020 for the general fund, water, sewer, and police budgets. Jen Myers explained that the general fund expenses appear to be overspent because of the use of the undesignated fund balance. Jen suggested starting the budget process earlier maybe October and maybe start with goals for the budgets and go from there.
8. Coronavirus COVID-19 update: preparations, response, impacts to municipal operations. Jen Myers said her thought is the days that Gail is in the office to have the office open and help with workflow and people coming into the office to get help with taxes, voting, etc. The Selectboard is fine with the Office open 2 days a week 8:00am to 12:00pm starting on September 21, 2020. Hopefully, this will help alleviate with the election and taxes coming up in November.
9. Paving and sidewalk projects update. Part of this was discussed at Public Forum. Eric Cota reported that the Mountain Street sidewalk project appeared to him to have been completed satisfactorily. He was not able to distinguish work the property owner at 43 Mountain Street might have done. Eric reported that all the crosswalks, stop bars, and other lines have been completed.
 - a. Request for reimbursement from Daniel D'Avignon for lawn repair. When Eric Cota spoke with Daniel D'Avignon, Eric advised him that he would send his concerns to Valerie Capels and the Selectboard. The Board felt that Mr. D'Avignon did not allow the Town time to rectify the problem. Joel Bouvier moved to make the payment. Peeker Heffernan seconded. The motion failed with Peeker Heffernan, Darla Senecal, & Michelle Perlee voting no. Joel Bouvier abstained.
10. Approval of the August 24, 2020 and September 2, 2020 meeting minutes. This was moved to the next meeting.

11. Authorize accounts payable warrant and any liquor licenses. Accounts Payable warrant \$55,134.89.

12. Selectboard roundtable.

a. Joel Bouvier asked Eric Cota to take a look at the brush that is sticking out into the sidewalk south of Francis Drive. Valerie Capels said this is usually the time of year they send a letter to people to trim up their bushes. If this is not taken care of, Joel asked Eric to deal with it.

13. Town Administrator's report. Valerie Capels reported that on Friday September 18 there will be a meeting with Bread Loaf and Eric Cota for the site analysis at the Public Works building.

VI. Other Business.

1. Correspondence, reports, correspondence received.

VII. Adjourn.

At 10:31 p.m. Joel Bouvier moved to adjourn the meeting. Darla Senecal seconded. So voted.

Respectfully submitted,

Tasha Bouvier
Board Clerk

With review by Michelle Perlee and Valerie Capels