

Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday October 12, 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 Director Eric Cota, Town Treasurer Jen Myers, and Police Chief Bruce Nason.

Others present: Mary Hutchins Berry, Bill Elwell, Filming for NeatTV Shawn Kimball, Mary, Benjamin Marks, and Jim Quaglino.

I. Call to Order:

1. Chair Michelle Perlee called the meeting to order at 7:03 p.m. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A). Addition under regular business #8 for a potential grant opportunity under COVID-19 update business.
2. Overview of Zoom meeting operation and procedures: rules for participation, mute microphone, recognition by Chair, etc.

II. Public Forum:

1. None

III. Special Town Meeting Public Information Meeting: Australian ballot vote on proposed Unified Development Regulations.

1. Cecil Foster who wasn't present at the meeting but sent a letter to Valerie Capels expressed concerns. He feels it's important to have two sets of eyes on this very important topic and too much local control. Ian Albinson stated he has posted the details on what steps Bristol voters need to do to vote for this on Facebook and a few times on Front Porch Forum. Voters will need to request this separately than the regular ballot by contacting the Town Offices.

IV. Regular Business

1. Continuation of Lister Candidate interviews and potential appointments of one or more candidates to fill either of two vacant Lister positions: Mark Adams, David Cobb, and Patricia King. *May include deliberation in Executive Session later on the agenda.* Moved to executive session.
2. Clarification and/or ratification of Acorn request for AES-3 prospective stormwater permit expenses from September 14, 2020 decision. Online is an agreement document from Benjamin Marks with Acorn Energy Co-Op, Inc. following up from the Selectboard's September 14, 2020 meeting where cost-sharing of stormwater permit expenses was discussed and agreed. Also online are the information originally provided and the draft minutes of the meeting. It is not clear from the minutes or review of the discussion

whether the Selectboard intended to agree to provision #3, specifically, "...once the town engages in stormwater permit amendment triggering activity for the parcel, AES3's fee-splitting obligation will expire and the town will bear 100% of the ongoing stormwater permit costs including all the annual and renewal fees." This is an opportunity to clarify if this provision was intended to be included in the Selectboard's approval. The Selectboard discussed and Peeker, Darla, and Ian expressed they feel it is okay if the Town pays the permit costs and annual and renewal fees however if there are costs for fixes that is another subject. Ian Albinson moved to accept agreement as written. Darla Senecal seconded. So, voted. Joel Bouvier and Michelle Perlee voted no.

3. Coin drop application: Bedell Family EMS Fundraiser, West Street near Post Office, October 17, 2020. Mary Hutchins-Berry said the money raised would be used to purchase new LUCAS CPR devices for the Bristol and Vergennes Rescue Squads. Darla Senecal is going to see what the Department of Health for Vermont says about this type of event. Peeker Heffernan said he would also like to see the applicant be Bristol Rescue Squad. Peeker Heffernan moved to approve pending the Department of Health of Vermont approves this and the Bristol Rescue Squad as the applicant. Joel Bouvier seconded. So, voted.
4. Town Green and Gazebo use request: Bristol Federated Church Christmas Eve Service, 12/24/2020, 6:00 p.m. to 8:00 p.m. Ian Albinson moved to approve the Town Green and Gazebo request for the Bristol Federated Church Christmas Eve Service. Joel Bouvier seconded. So, voted.
5. Water Commission: consider request from the Addison County Community Trust for KTP Trailer Park to become a consecutive water system. The Addison County Trust (ACCT) through P2 Environmental is requesting the Water Commission's approval that the Kilbourn Trailer Park (KTP), become an *exempt* consecutive water system – meaning that ACCT would no longer be responsible for regular water quality sampling and compliance reporting to the State. They also propose to no longer be responsible for notification to tenants of the annual Consumer Confidence Reports (CCRs). Peeker Heffernan moved to approve KTP to be an exempt consecutive water system. Ian Albinson seconded. So, denied. All 5 Selectboard members voted no.
6. Water Commission: continuation of request for authorization for VTUMS to repair the water meter pit at KTP. Joel Bouvier moved to have the repair done as soon as possible at the water meter pit at KTP. Ian Albinson seconded. So, voted.
7. Acknowledge receipt of the proposed Bristol Town Plan Update and transmittal from the Planning Commission. The Planning Commission voted at their last meeting to approve the Bristol Town Plan and send it to the Selectboard for consideration at a hearing scheduled for November 9, 2020, 7:00 p.m. via zoom. Notice of this hearing will be posted in the October 8, 2020 *Addison Independent*.

8. Coronavirus COVID-19 update: preparations, response, and impacts to municipal operations. The Governor's Emergency order is currently in effect to October 15, 2020 and it is not yet known (to me) whether it is likely to be extended, through the odds are probably high that it will be. The Town Office's soft opening on Mondays and Wednesdays from 8:00 a.m. to 12:00 p.m. have worked well. There is interest in extending the Monday and Wednesday hours to 2:30 p.m. while Gail is available to provide support and adding morning hours on Thursday from 8 a.m. to 12 p.m. The grant that is being requested is a minimum grant award for \$5,000 for a laptop to assist with the election process. Ian Albinson moved to request the grant for a laptop to assist with the election process. Joel Bouvier seconded. So, voted. Question a citizen asked about if the Selectboard will restrict anything for Halloween. The Selectboard feels since Dr. Levine said it is safe for the state of Vermont to trick or treat is okay as long as they are following CDC guidelines.
9. Paving and sidewalk projects update. Michelle Perlee asked why there are dotted lines in the parking spots. Valerie Capels said they are getting to the end of the Main Street project. Ian Albinson said they are still working on the puddling of water. The reason for some dotted lines was because they had to change the lines due to the lamp posts and because they need to fix the water from puddling. A punch list walk-through is planned for Wednesday, October 21 to identify any details that may need attention for final approval and sign-off.
10. Approval of the September 28, 2020 meeting minutes. Joel Bouvier moved. Peeker Heffernan seconded. So, voted.
11. Approval of January 20, January 22, and February 12, 2018 meeting minutes. This will be moved to next meeting.
12. Authorize accounts payable warrant and any liquor licenses. Accounts Payable warrant \$90,018.71.
13. Selectboard roundtable.
 - a. Joel Bouvier regarding the water break on Pine Street. He would like to see the Selectboard to get a cost estimate to replace the water line on Pine Street. Bond for this if a grant isn't received.
 - b. Ian Albinson asked if the fountain will be cleaned before wintertime. Valerie Capels hasn't heard yet. VTUMS had some markings done on the sidewalk that would like to have removed before winter. Ian would like to meet with Valerie to update the roles and goals and update the town webpage.
14. Town Administrator's report.

V. Other Business:

1. Correspondence, reports, correspondence received.

VI. Executive Session:

1. At 8:48 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 pending litigation per 1 V.S.A. § 313(a)(1)(E), and personnel matters per 1 V.S.A. § 313(a)(3). Ian Albinson seconded. So, voted.

VII. Adjourn:

1. At : p.m. X moved to adjourn the meeting. X seconded, so voted.

Respectfully Submitted by,

Tasha Bouvier
Board Clerk

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