

**Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday October 26, 2020**

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

Selectboard members absent: Darla Senecal.

Staff present: Board Clerk Tasha Bouvier, Town Administrator Valerie Capels, Public Works Foreman Eric Cota, Town Clerk Jen Myers, Police Chief Bruce Nason..

Others present: Richard Barnes, Howard Jennings, Shawn Kimball (NEAT TV), Bill Mount, James, Mount, Jim Quaglino, and Sarah Stott, Jessica Teets.

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). No additions, removals, or adjustments.

II. Public Forum. None.

III. Regular Business.

1. Scout Troop 543 request for permission to perform community service project at Veterans Memorial on the Town Green on November 11, 2020. James Mount made a presentation outlining the proposed event and ceremony. A suggestion was made that it be filmed. Joel Bouvier moved to allow Scout Troop 543 to use the Town Green park on Veterans' Day. Ian Albinson seconded. So voted.

2. Town Green Park use request for Town Green: Addison County Votes, November 4, 2020 and other rally events. Sarah Stott said the application says a start time of 4:30 p.m. however she would like to start at 4 p.m. Joel Bouvier moved to allow the Town Green Park use for Addison County Votes on November 4-7, 2020 from 4 p.m. to 6:00 p.m. Ian Albinson seconded. So voted.

3. Salt shed repair review of quotes and authorization to proceed. Valerie Capels explained that two quotes were received but have not been disclosed in case the Selectboard wished to seek additional bids. This was moved to executive session.

4. Curb cut application 20-04DA: Bessette on Meehan Road. Valerie Capels reported that the updated application was received with the Public Works Foreman's recommendations that the applicant would need to clear an area of trees, the town would purchase "Hidden Drive" signs, and the applicant will need to reimburse the Town for the signs and installation. Peeker Heffernan moved to approve with Public Works Foreman's conditions. Joel Bouvier seconded. So voted.

5. Preliminary FY2022 general fund budget review and process. Treasurer Jen Myers walked the Selectboard through the preliminary limited-scope general fund budget template that she posted online from the NEMRC system. Adjustments were made to several line items. Department heads will continue to prepare preliminary budgets for review by the Selectboard but using this more streamlined format.

6. Consideration of employee health insurance renewal options. Jen Myers explained that the Blue Cross Blue Shield CDHP Gold plan is equivalent to the plan employees have been participating in for the last three years. This is considered a high deductible plan, but allows for employees to have a Health Savings Account (HSA). The deductible costs decreased a bit and the premium costs increased by 10.96%. Following discussion, Ian Albinson moved to continue with BCBS CDHP Gold Plan per the spreadsheet costs and current allocations. Peeker Heffernan seconded. So voted.

7. Police Department cruiser purchase update and authorization to proceed. At their September 28, 2020 meeting, the Selectboard voted to authorize the purchase of the F150 from Heritage for \$34,590. Police Chief Bruce Nason explained that this vehicle is no longer available under the same terms. Heritage located one with more features and the cost would be \$37,858. Or the department can wait for a 2021 model to be built, but it would not be available until July or July 2021. Another option is purchasing a cruiser from Claremont Ford of New Hampshire for \$34,200, which was in stock as of this past Wednesday. Peeker Heffernan moved to approve the purchase of the truck from the dealership in New Hampshire. Ian Albinson seconded. The motion passed 4-1, with Joel Bouvier voting no, only because he would have liked to see if G. Stone could have come down at all with their price.

8. Police Department grant authorization request: City of Vergennes for Governor's Highway Safety Grant Program. Peeker Heffernan moved to authorize Police Department grant request for City of Vergennes for Governor's Highway Safety Grant Program. Joel Bouvier seconded. So voted.

9. Selectboard meeting start time: change to 6:00 p.m. to coincide with Daylight Saving Time. Joel Bouvier moved to change time to 6:00 p.m. starting November 9, 2020 meeting. Peeker Heffernan seconded. The motion failed. After a discussion the Selectboard agreed to keep the meetings at 7:00 p.m.

10. Public Works Building, Site, and Needs Analysis update; set date for presentation. There was consensus among the Selectboard to schedule a special meeting on November 2, 2020 at 7:00 p.m. for the presentation to the Selectboard and public.

11. Coronavirus COVID-19 update: preparations, response, and impacts to municipal operations. Valerie Capels reported that there is not much new to report. Everything with the partial open hours is going well.

12. Paving and sidewalk projects update. Valerie Capels and Ian Albinson reported they did a preliminary walk-through with VTrans on October 21, 2020 to review the various punch list items that are left to be addressed. There was damage done to the freshly hydro-seeded green spaces on East and West Streets. The contractor is not responsible to restore it and Valerie is currently exploring what the options are for the contractor and the Town. Joel Bouvier suggested putting the East Street sidewalk replacement project out to bid in February so it will be ready to go next year.

13. Approval of the October 12, 2020 meeting minutes. Joel Bouvier moved to approve the minutes. Peeker Heffernan seconded. So voted.

14. Approval of January 22, 2018 meeting minutes. Peeker Heffernan moved to approve the minutes. Joel Bouvier seconded. So voted.

15. Authorize accounts payable warrant and any liquor licenses. Accounts payable \$314,748.45.

16. Selectboard roundtable.

a. Ian Albinson said he has been posting often on Instagram, Bristol Core, Front Porch Forum, and Facebook about the special election ballot and how to request the ballot. Joel Bouvier asked that the information is cleared first by the Town Clerk.

17. Town Administrator's report. Valerie Capels said she had nothing to add to her written report.

IV. Other Business.

1. Correspondence, reports, correspondence received.

V. Executive Session.

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 contract negotiations per 1 V.S.A. § 313(a)(1)(A), and personnel matters per 1 V.S.A. § 313(a)(3). Joel Bouvier seconded. So voted. The Selectboard asked Bruce Nason and Eric Cota to participate in the executive session.

The Selectboard met in executive session from 9:42pm to 10:25pm. Upon returning to open session, Joel Bouvier made a motion to select salt shed repair option #1 from TP Construction for \$6,822.22. Peeker Heffernan seconded. So voted.

Peeker Heffernan made a motion to promote Joshua Turner for a full-time Police Officer per the Police Chief's recommendation. Joel Bouvier seconded. So voted.

VI. Adjourn.

At 10:27 p.m. Peeker Heffernan moved to adjourn the meeting. Joel Bouvier seconded. So voted.

Respectfully submitted,

Tasha Bouvier, Board Clerk

Valerie Capels, Town Administrator