

Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday January 18, 2021

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, Fire Chief Brett LaRose, Town Clerk Sharon Lucia, Recreation Director Meridith McFarland, Town Treasurer Jen Myers, and Police Chief Bruce Nason.

Others present: David Blittersdorf, Kevin Harper, Alan Huizenga, Filming for NeatTV Shawn Kimball, Porter Knight, Jim Quaglino, Jamie Simpson, Jessica Teets, Kristen Underwood, and Terry White.

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. None.

III. Regular Business

1. Kristen Underwood, et al.: National Science Foundation Smart and Connected Communities grant application proposal and authorization request. In 2019, Kristen Underwood and UVM colleagues submitted a proposal to the National Science Foundation Smart and Connected Communities grant program through the National Science Foundation to pay toward an innovative pre-treatment solution for Bristol's downtown wastewater system that is integrated with smart technologies. They are inviting the Town of Bristol to again be among two communities to be studied. No matching Town dollars would be required; however, some matching in-kind time would be expected from the Town Administrator and Wastewater Operator for training and a letter of collaboration from the Town would be required. Ian Albinson moved to have the Selectboard send a letter of collaboration for the grant program. Joel Bouvier seconded. So, voted.
2. Bristol village water line engineering study update: Green Mountain Engineering. Alan Huizenga was present to give an update. Alan Huizenga said the preliminary engineering report for the village water line replacement project is 60% finished with the report that needs to be done. He expects to be finished by the end of January.

3. Stoney Hill Business Park infrastructure plan review and approval: Green Mountain Engineering, et. al. Jamie Simpson updated to show what Kevin Harper and David Blittersdorf worked together on a site plan since it has evolved over time. If you look at Firehouse Drive that runs North to South, you can see the first half of the road is not as wide as the second half. Jamie Simpson said due to some limitations it may have to be smaller in one section from the other, but they are going to try to have the road be the same width for the entire road. Jessica Teets asked the following in chat: “the 50% matching grant is covered by the town or the Business Park owners? Does the town have a fiscal contribution up front or only the future care of the infrastructure?” Michelle Perlee responded in chat: “there is a grant that covers 50%, the town will be responsible for maintenance of what the Town will own. The business park partners are responsible for all other costs. No \$\$ from the Town.” Jen Myers asked in chat: “If the Town is responsible for maintaining the roadway there, will winter parking be considered? Or is that considered as overnight parking, which we don’t have anywhere in Bristol.” Michelle Perlee said “yes this would be under the winter parking ban.” Jessica Teets asked in chat: “How many residential sites are planned across from the Fire Station?” There are 15 buildings that are zoned Kevin Harper said. Kevin Harper said the hope is to start in the Spring of 2021 for the Building A. David Blittersdorf said his business is moving in by August 2022. Brett LaRose asked in chat: “As a part of this infrastructure project, will there be a sidewalk from West street to the business park?” Michelle Perlee responded in chat: “that is what is supposed to happen. Stoney Hill is required to put that in pursuant to an agreement with the Town.” Valerie Capels asked if any of the Selectboard members see any red flags. Joel Bouvier said he still doesn’t like the fact that the Town of Bristol will be owning the sewer system on property that isn’t owned by them.
4. Public Works/Police Building Site and Needs Analysis subsurface investigation follow-up: proceed with Phase I site assessment? Employees from Bread Loaf were present and review the project with the Selectboard. Before the Selectboard looks at other sites they are going to fully vet the old Landfill first for a possible site location.
5. Budget workshop: General Fund, preliminary Capital Improvement Plan, other budget sections. The Selectboard discussed the budget and will discuss personnel salaries in Executive Session. At the next meeting, the Selectboard will have the budget finished.
6. Continued review of draft Town Meeting warnings. There will not be a Town Meeting only informational meetings. The informational meeting will be Monday February 22, and March 1, 2021 at 7 p.m. The Police District meeting will start at 6:30 p.m. February 22, and March 1, 2021.
7. Approval of the December 21, 2020, January 4, and January 11, 2021 meeting minutes. Ian Albinson moved to approve December 21, 2020 meeting minutes with corrections. Joel Bouvier seconded. So, voted.

8. Authorize accounts payable warrant and any liquor licenses. Accounts Payable warrant: \$76,808.47.
9. Selectboard roundtable.
 - a. Eric Cota said the Town needs to look at relocating R&L Rubbish during the wintertime since the Public Works can't get into the buildings when they are there to collect rubbish. The Selectboard is going to think about it and bring it up at a future meeting.
 - b. Ian Albinson would like to have a way to share documents easier altogether.
 - c. Darla Senecal has been approached by two community members and asked about moving Town Meeting day to later as they can't meet in the evenings. Could put it on the ballot as a non-binding question.
10. Town Administrator's report.

IV. Other Business:

1. Correspondence, reports, correspondence received.

V. Executive Session:

1. At 10:36 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 contract personnel matters per 1 V.S.A. § 313(a)(3). Joel Bouvier seconded. So, voted.

VI. Adjourn:

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

Respectfully Submitted by,

Tasha Bouvier
Board Clerk