

Town of Bristol, Vermont  
Selectboard Meeting Minutes of  
Monday January 25, 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: Josh Crandall, Filming for NeatTV Shawn Kimball, Jill Marsano, Jim Quaglino, and Jessica Teets.

**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. Budget workshop: finalize FY2022 General Fund and Police Department budgets. The Selectboard discussed the budget however they will discuss in Executive Session salaries and employees and then will have a final budget after the Executive Session.
2. Review Water Dept. long range capital for Town Report. Jill Marsano & Cy Marsano provided the Selectboard a Water Department Long Range Capital Plan. The high priorities are replacement of the original generator, the original control panels, and replacement of the 4' pump with 2' pump. Estimated cost for the replacement of the original generator and transfer switch at the pump house is \$75,000. The replacement of the 4" pump with a 2" pump is \$10,000 which includes hydraulic analysis, fit up and install. Both these repairs/replacements are for the Fiscal Year 2020-2021. During fiscal year 2021-2022 they are recommending ordering a new 2" high lift pump for backup for both identical pumps with an estimated cost of \$10,000. During fiscal year 2022-2023 they are recommending upgrading the original 1995 SCADA/control panel with an estimated cost of \$80,000. During fiscal year of 2023-2024, 2024-2025, 2025-2026 they are recommending to budget \$20,000 for each fiscal year for unexpected repairs.
3. Review and finalize Town Meeting and Police District warnings. Valerie Capels spoke with VLCT and they said if the question was to be put on the ballot of "Does the Town want to move Town Meeting to a different date" they advised that it would be binding,

so VLCT recommendation would be to not put it on the ballot unless Selectboard members are ready to move forward after the vote. Reminder the informational meetings will be on February 22, 2021 and March 1, 2021. The Police meeting will start at 6:30 p.m. and the informational meeting will be at 7:00 p.m. Ian Albinson moved to approve the warnings. Darla Senecal seconded. So, voted.

4. Approval of Annual Certificate of Highway Mileage without change. Peeker Heffernan moved to approve the Annual Certificate of Highway Mileage with no changes. Ian Albinson seconded. So, voted.
5. Approval of the January 4, January 11, and January 18, 2021 meeting minutes. Joel Bouvier moved to approve January 18, 2021 with corrections. Darla Senecal seconded. So, voted. The remainder of the meeting minutes will be moved to next meeting.
6. Authorize accounts payable warrant and any liquor licenses. Accounts Payable warrant: \$59,243.90.
7. Selectboard roundtable.
  - a. Joel Bouvier just asked when the meetings will be for March. The Selectboard said for only the month of March the meetings will be: March 1, 15, and 29 instead of the 8, and 22. Then it will go back to the 2<sup>nd</sup> and 4<sup>th</sup> Monday of every month for Selectboard meetings.
8. Town Administrator's report.

**IV. Other Business:**

1. Correspondence, reports, correspondence received.

**V. Executive Session:**

1. At 9:09 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