

THE  
ANNUAL REPORT  
OF THE  
OFFICERS OF THE  
TOWN OF BRISTOL  
VERMONT

FOR THE YEAR ENDING JUNE 30,  
2020

Please bring this report with you to the  
informational Town Meeting  
Monday, February 22, 2021 at 7:00 pm  
and/or March 1, 2021 at 7:00 pm

Voting by Australian Ballot  
Tuesday, March 2, 2021  
7:00 am to 7:00 pm

**TOWN OF BRISTOL  
GENERAL INFORMATION**

Chartered June 26, 1762

Area .....26,860 acres  
Green Mountain National Forest Acreage.....5,338 acres  
  
Town Roads (excluding Class 4 Roads)..... 36.4 miles  
State Highway (Routes 116 and 17)..... 13.4 miles  
Population (2010 Census)..... 3,894  
Voter Checklist (as of January 31, 2021) ..... 3,150

INFORMATION FOR VOTERS

ELIGIBILITY OF VOTERS

- Any person who, on Election Day:
- is a citizen of the United States;
  - is a resident of the State of Vermont;
  - has taken the Voter’s Oath; and
  - is 18 years of age or more

may register to vote in the town of his or her residence in any election held in a political subdivision of this state in which he or she resides.

VOTER’S OATH

You solemnly swear (or affirm) that whenever you give your vote or suffrage, touching any matter that concerns the State of Vermont, you will do it as in your conscience you shall judge will most conduce to the best good of the same, as established by the Constitution, without fear or favor of any person.

PLEASE BRING THIS REPORT TO THE INFORMATIONAL MEETING  
MONDAY, February 22, 2021 at 7 pm and/or  
March 1, 2021 at 7:00 PM via ZOOM

VOTING: HOLLEY HALL - TUESDAY, MARCH 2, 2021  
7:00 AM TO 7:00 PM

REPORTS FROM MANY OF THE ORGANIZATIONS REQUESTING FUNDS  
CAN BE SEEN AT THE TOWN CLERK’S OFFICE.

## DEDICATION and MEMORIAM



### **Peter A. Diminico 1949 – 2020**

The Bristol community lost a New Haven River champion when long-time Bristol resident Peter (Pete) Diminico passed away on Christmas day. He had a passion for rivers and streams, and he loved to fish. This led him to found the New Haven River Anglers Association, and he served on the Addison County River Watch Collaborative board. He also co-founded the Bristol Conservation Commission and was a long-time member until his health required that he step back.

He served on the Vermont Conservation Plates Grants Review Committee during its inaugural three years. Pete was instrumental in installing the universal fishing platform (UFP) on the New Haven River in Bristol. Pete regularly expressed his love for rivers and streams and hoped that he would have a lasting, positive impact on the health of Vermont's rivers and streams. The Bristol community will be forever grateful for his influence and contributions.

*Bristol Selectboard*

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**WARNING**  
**ANNUAL TOWN MEETING**  
**BRISTOL, VERMONT**  
**March 2, 2021**

The legal voters of the Town of Bristol are hereby WARNED and NOTIFIED to meet at Holley Hall in said Bristol, on Tuesday, March 2, 2021, between the hours of 7:00 a.m., at which time the polls will open, and 7:00 p.m., at which time the polls will close, to vote by Australian ballot on the following articles of business:

**ARTICLE 1:** To elect Town Officers as required by law: one Selectboard member for a three-year term; one Selectboard member for a two-year term; two Library Trustees for a three-year term; one School Board member for a two-year term and one School Board member for a three-year term for Mt Abraham Unified School District; one Moderator for a one-year term; one First Constable for a one-year term; one Second Constable for a one-year term; one Lister for a two-year term; one Lister for a three-year term.

**ARTICLE 2:** Will the voters of the Town of Bristol vote that all real property taxes payable in installments shall bear interest at a rate of  $\frac{3}{4}$  of one percent per month or fraction thereof for the first three months and thereafter one and one-quarter percent per month or fraction thereof from the due date of each installment with the payment to the Town Treasurer of the real property taxes for the Town's fiscal year period of July 1, 2021 through June 30, 2022, being due in two equal installments on November 15, 2021 and April 15, 2022 by physical delivery to the Town Office before midnight on that date?

**ARTICLE 3:** Will the town limit the amount of the penalty charged by the collector of delinquent taxes for payments made after the due date for payment to four percent (4%) of the tax collected pursuant to 32 V.S.A. § 1674(3)(A)?

**ARTICLE 4:** Will the voters set the salaries that shall be paid to the members of the Selectboard at the same as FY2021, being \$500 plus \$10 per meeting and \$25 per meeting for the Chair?

**ARTICLE 5:** Will the voters of the Town of Bristol adopt the Bristol Town Plan, as updated by the Planning Commission, and approved by the Selectboard on December 14, 2020? (Copies of the document may be reviewed at the Bristol Town Office or on the Web site at [www.bristolvt.org](http://www.bristolvt.org).)

**ARTICLE 6:** Will the voters authorize the transfer of \$75,000 from the Fire Department Equipment Reserve Fund to the Fire Department Vehicle Fund for the purpose of contributing to the purchase of a new Fire Department engine?

**ARTICLE 7:** Will the voters adopt the proposed 2021-2022 fiscal year Public Works/Highway Fund Operating Budget in the amount of \$809,116, a portion thereof in the amount of \$706,144 to be raised by taxes; the tax rate on the 2021 Grand List of the Town sufficient to raise said sum as taxes to be determined by the Selectboard?

**ARTICLE 8:** Will the voters adopt the proposed 2021-2022 fiscal year Arts, Parks and Recreation Department budget in the amount of \$307,211 a portion thereof in the amount of \$202,411 to be raised by taxes; the tax rate of the 2021 Grand List of the Town sufficient to raise said sum as taxes to be determined by the Selectboard?

**ARTICLE 9:** Will the voters adopt the proposed 2021-2022 fiscal year General Fund Operating Budget in the amount of \$976,393, a portion thereof in the amount of \$783,099 to be raised by taxes, subject to modification by actions on the previous articles; the tax rate on the 2021 Grand List of the Town sufficient to raise said sum as taxes to be determined by the Selectboard?

**ARTICLE 10:** Will the voters appropriate the following sums to be placed in various Town Reserve Fund accounts as noted?

<u>Reserve Fund:</u>	<u>Amount:</u>
Capital Building Fund	\$30,000
Capital Fire Equipment Fund	\$25,000
Capital Fire Vehicle Fund	\$100,000
Capital Highway Equipment Fund	\$135,000
Capital Road Fund - Construction	\$40,000
Capital Road Fund – Paving	\$125,000
Capital Sidewalk Fund	\$35,000
Conservation Fund	\$10,000
Reappraisal Fund	\$ 5,000
Technology Fund	<u>\$7,000</u>
Total:	\$512,000

**ARTICLE 11:** Will the voters approve an appropriation of \$144,248 for the Lawrence Memorial Library for its annual operating budget, said sum to be raised by taxes?

**ARTICLE 12:** Will the voters appropriate \$29,000 for the Bristol Cemetery Association, Inc. in accordance with 24 V.S.A. §2691 for the purpose of maintaining Greenwood Cemetery (mowing and trimming) in a well-kept manner?

**ARTICLE 13:** Shall the voters appropriate \$10,000 to Bristol CORE, Bristol’s non-profit downtown organization committed to increasing and maintaining the economic vitality of the downtown area?

**ARTICLE 14:** Shall the voters appropriate \$6,000 to the Bristol Fourth of July Committee to organize the parade and events at the Town Green?

**ARTICLE 15:** Shall the voters appropriate \$2,500 to the Bristol Historical Society, caretaker for the local area history including local legends and artifacts?

**ARTICLE 16:** Shall the voters appropriate \$2,000 to the Bristol Little League to provide baseball for elementary school children?

**ARTICLE 17:** Shall the voters appropriate \$15,000 to the Bristol Recreation Club to manage the 10-acre recreation land and properties adjacent to Mt. Abe Unified School District?

**ARTICLE 18:** Shall the voters appropriate \$13,500 to the Bristol Rescue Squad to provide emergency treatment and transportation of ill and injured persons to nearby hospitals.

**ARTICLE 19:** Shall the voters appropriate \$1,200 to the Bristol Town Band, a group of citizens that play weekly on Town Park and at other locations.

**ARTICLE 20:** Shall the voters appropriate \$4,700 to Addison County Home Health & Hospice for providing in-home care and hospice?

**ARTICLE 21:** Shall the voters appropriate \$4,800 to Addison County Parent/Child Center to provide family education services?

**ARTICLE 22:** Shall the voters appropriate \$2,000 to Addison County Readers, Inc. to support pre-school literacy activities?

**ARTICLE 23:** Shall the voters appropriate \$1,150 to Addison County Restorative Justice Services, Inc. to provide restorative projects for offenders who have potential to learn from their mistakes.

**ARTICLE 24:** Shall the voters appropriate \$300 to Addison County River Watch Collaborative, a citizen run water quality monitoring program?

**ARTICLE 25:** Shall the voters appropriate \$2,700 to Age Well to provide home and community-based services?

**ARTICLE 26:** Shall the voters appropriate \$3,875 to the Counseling Service of Addison County to offer professional mental health services, including a 24-hour emergency service?

**ARTICLE 27:** Shall the Town appropriate \$1,200 to End of Life Services (formerly Hospice Volunteer Services), said sum to come from Town funds?

**ARTICLE 28:** Shall the voters appropriate \$1,000 to Homeward Bound (Addison County Humane Society, Inc.) to promote the ethical treatment of and prevention of cruelty to all domestic animals by providing shelter and education services?

**ARTICLE 29:** Shall the voters appropriate \$3,250 to HOPE (Helping Overcome Poverty's Effects) to provide emergency services, dental care, and affordable housing?

**ARTICLE 30:** Shall the voters appropriate \$1,400 to John Graham Housing and Services, to provide emergency shelter to the homeless?

**ARTICLE 31:** Shall the voters appropriate \$3,500 to NEAT (North East Addison Television), a non-profit public access television station which serves Bristol's five-town region?

**ARTICLE 32:** Shall the voters appropriate \$1,000 to Open Door Clinic to provide free health care to the uninsured and under-insured residents in Addison County?

**ARTICLE 33:** Shall the voters appropriate \$750 to RSVP and Green Mountain Foster Grandparent Program (volunteer), a program for people 55 and older who want to help meet community needs through use of their skills and knowledge to non-profit organizations?

**ARTICLE 34:** Shall the voters appropriate \$11,306 to Tri-Valley Transit (formerly Addison County Transit Resources) to provide transportation with a Tri-town Shuttle bus and other transportation services for elderly and the disabled.

**ARTICLE 35:** Shall the voters appropriate \$3,000 to Turning Point Center of Addison County behaviors for the purpose of supporting its mission to assist persons, their families, and their friends in recovery from substance use disorder and addictive?

**ARTICLE 36:** Shall the voters appropriate \$1,650 to Vermont Adult Learning to provide educational programs for adults.

**ARTICLE 37:** Shall the voters appropriate \$3,500 to WomenSafe to promote the social welfare of Addison County to reduce the incidents of physical, sexual, and emotional violence against women.



***Informational Meetings:*** *The legal voters of the Town of Bristol are further notified that informational meetings will be held via Zoom on Monday, February 22, 2021 during a regular Selectboard meeting which will commence at 7:00 p.m., and on Monday, March 1, 2021 during a special Selectboard meeting which will commence at 7:00 p.m. for the purpose of discussion about all matters on the Annual Town Meeting warning.*

To log into the Zoom meetings:

**Monday, February 22, 2021, 7:00 p.m.**

<https://us02web.zoom.us/>

Meeting ID: 814 7386 7210

Passcode: 412702

Phone in: 1 (646) 558-8656

**Monday, March 1, 2021, 7:00 p.m.**

<https://us02web.zoom.us/>

Meeting ID: 856 6813 7815

Passcode: 994616


Phone in: 1 (646) 558-8656

Adopted and approved at a meeting of the Selectboard of the Town of Bristol duly called, noticed and held on January 25, 2021. Received for record and recorded in the records of the Town of Bristol on January 26, 2021.


**Bristol Selectboard:**

  
\_\_\_\_\_

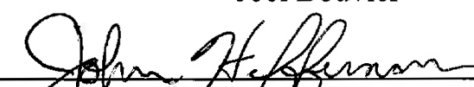
Michelle Perlee, Chair

  
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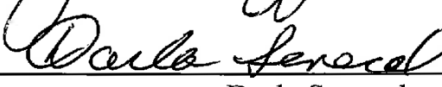
Ian Albinson

  
\_\_\_\_\_

Joel Bouvier

  
\_\_\_\_\_

John "Pecker" Heffernan

  
\_\_\_\_\_

Darla Senecal

ATTEST:

  
\_\_\_\_\_

Sharon Lucia, Town Clerk

**WARNING**  
**BRISTOL POLICE DEPARTMENT**  
**SPECIAL SERVICE DISTRICT MEETING**  
**March 2, 2021**

The legal voters of the Police Department Special Service District of the Town of Bristol are hereby WARNED and NOTIFIED to meet at Holley Hall in said Bristol, on Tuesday, March 2, 2021, between the hours of 7:00 a.m., at which time the polls will open, and 7:00 p.m., at which time the polls will close, to vote by Australian ballot on the following article(s) of business:

**ARTICLE 1:** Will the voters of the Bristol Police District adopt the proposed 2021-2022 fiscal year budget in the amount of **\$455,987**, a portion thereof in the amount of **\$405,637** to be raised by a District special assessment property tax; the tax rate on the 2020 Grand List of the property in the area included within the District sufficient to raise said special assessment property tax sum as taxes to be determined by the Selectboard?

***Informational Meetings:*** *The legal voters of the Bristol Police District are further notified that informational meetings will be held via Zoom on Monday, February 22, 2021 during a regular Selectboard meeting which will commence at 6:30 p.m., and on Monday, March 1, 2021 during a special Selectboard meeting which will commence at 6:30 p.m. for the purpose of discussion about all matters on the Annual Town Meeting warning, including the proposed Police District Budget.*

To log into the Zoom meetings:

**Monday, February 22, 2021, 6:30 p.m.**

<https://us02web.zoom.us/>

Meeting ID: 814 7386 7210

Passcode: 412702

Phone in: 1 (646) 558-8656

**Monday, March 1, 2021, 6:30 p.m.**

<https://us02web.zoom.us/>

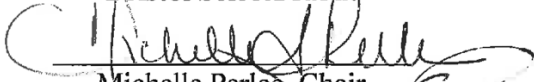
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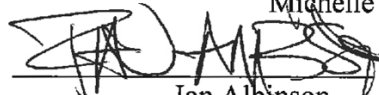
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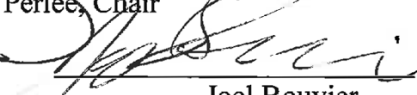
Phone in: 1 (646) 558-8656

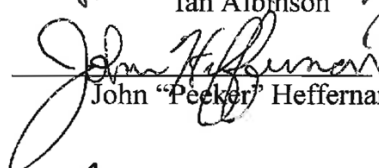
Adopted and approved at a meeting of the Selectboard of the Town of Bristol duly called, noticed and held on January 25, 2021. Received for record and recorded in the records of the Town of Bristol on January 26, 2021.

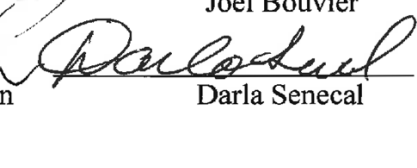
**Bristol Selectboard:**

  
Michelle Perlee, Chair

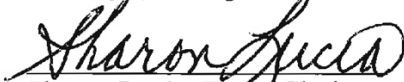
 Ian Albinston

 Joel Bouvier

 John "Pecker" Heffernan

 Darla Senecal

ATTEST:

  
Sharon Lucia, Town Clerk

## SOCIAL SERVICE AGENCIES REQUESTING TOWN FUNDS

**Addison County Home Health and Hospice** provides in-home health care and hospice to area residents, including nursing, physical, occupational and speech therapy, aides and homemakers.

**Addison County Humane Society** (Homeward Bound) promotes the ethical treatment of and prevention of cruelty to all domestic animals by providing shelter and education services.

**Addison County Parent/Child Center** provides playgroups, classes, transportation, infant care, and family education services to town residents.

**Addison County Readers for Literacy** supports pre-school literacy through activities that include distribution of books, educational opportunities, parent training, and literacy awareness.

**Addison County Restorative Justice** provides restorative justice projects for offenders who have potential to learn from their mistakes and avoid incarceration and a criminal record.

**Addison County River Watch Collaborative** is a citizen run water quality monitoring program.

**Age Well** provides home and community-based services such as Outreach, Meals on Wheels, Senior Meal Sites, Transportation, Legal Services, and others.

**Bristol After-School Kid's (BASK) Program** provides daily licensed afterschool care, in-service/vacation day coverage and eight weeks of full-day summer programs at Bristol Elementary School, for children ages 5-12.

**Bristol Cemetery Association** was formed in 1900 by act of Vermont Legislature. Its purpose is to sell lots, care for, and maintain the grounds of the Greenwood Cemetery.

**Bristol CORE** is Bristol's non-profit downtown organization committed to increasing and maintaining the economic vitality of the downtown area.

**Bristol Family Center** provides childcare and has early education programs serving area many working families and their children.

**Bristol Historical Society** is the caretaker for the local area history including local legends and many historical artifacts of the Town.

**Bristol Little League** provides baseball for elementary school children.

**Bristol Recreation Club** manages the 10-acre recreation land and properties adjacent to Mt Abe Union High School.

**Bristol Rescue Squad** provides emergency treatment and transportation of ill and injured persons to nearby hospitals.

**Bristol Town Band** is a group of citizens from Bristol and surrounding communities with a talent for music. This band plays weekly on the Town Park during the summer months and entertains at other locations.

**Counseling Service of Addison County, Inc.** offers professional mental health services, including a 24-hour emergency service.

**Elderly Services, Inc.** sponsors Project Independence Adult Day Health Center, Daybreak Alzheimer's Care Program, Family Caregiver Support Group, and the Aging Education Center.

**End of Life Services** (formerly Hospice Volunteer Services) provides the support of trained Hospice Volunteers to people with terminal illness and their families, bereavement support services and education programs regarding end of life issues.

**Fourth of July Committee** organizes the parade and events at the Town park each year.

**HOPE (Helping Overcome Poverty's Effects)** provides emergency services, (other than shelter), dental care, and affordable housing. (Formerly called Addison County Community Action Group)

**John W. Graham Shelter** provides emergency shelter to the homeless.

**Northeast Addison Television (NEAT)** is a non-profit public access television station which serves Bristol's five-town region.

**Open Door Clinic** provides free health care to the uninsured and under-insured residents in Addison County.

**Retired Senior Volunteer Program (RSVP) and Green Mountain Foster Grandparent Program** is a nationwide program for people 55 and older who want to help meet community needs through meaningful use of their skills and knowledge in volunteer service to non-profit organizations.

**Tri-Valley Transit** (formerly ACTR) supplies transportation with a Tri-town Shuttle Bus and other transportation services for the elderly and disabled.

**Turning Point of Addison County** is a non-profit recovery center that provides a safe friendly, and substance use free environmental where all people in recovery, and their families and friends, can meet for peer-to-peer recovery support, social activities, recovery coaching, education, and advocacy.

**Vermont Adult Learning** provides educational programs for adults who wish to learn to read, write and receive their high school diploma.

**Womensafe** whose purpose is to promote the social welfare of Addison County by reducing the incidents of physical, sexual, and emotional violence against women through direct service and social change.

<b>CANDIDATES FOR ELECTED TOWN AND TOWN SCHOOL OFFICES</b>
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Moderator	1 year	
First Constable	1 year	Bruce Nason
Second Constable	1 year	Brian K. Fox
Selectboard	3 years	Joel A. Bouvier
Selectboard	2 years	John “Peeker” Heffernan
Lister	3 years	David S. Cobb
Lister	2 years	Patricia L. King
Library Trustee	3 years	Jill Mackler Caroline Engvall
Mt Abe Unified School District	3 years	Kevin Hanson Erin Jipner
Mt Abe Unified School District	2 years	William C. Mount Pamela Jennings Krista Siringo

## ELECTED TOWN OFFICIALS

### TOWN OFFICERS

Fred Baser, Moderator	Term Expires 2021
Jen Myers, Town Clerk (position voted to appointment)	Term Expires 04/14/2020
Jen Myers, Town Treasurer (position voted to appointment)	Term Expires 04/14/2020
Bruce Nason, 1 <sup>st</sup> Constable	Term Expires 2021
Brian Fox, 2 <sup>nd</sup> Constable	Term Expires 2021
Fred Baser, Town Agent	Term Expires 2021

### SELECTBOARD

Joel Bouvier	Term Expires 2021
John "Peeker" Heffernan	Term Expires 2021
Darla Senecal	Term Expires 2022
Ian Albinson	Term Expires 2022
Michelle Perlee	Term Expires 2023

### LISTERS

Mark Bouvier	Term Expires 2022
David S. Cobb (appointed)	Term Expires 2021
Patricia L. King (appointed)	Term Expires 2021

### MT ABRAHAM UNIFIED SCHOOL DISTRICT MEMBERS

Krista Siringo	Term Expires 2021
Kevin Hanson	Term Expires 2021
Elizabeth Sayre	Term Expires 2022
Annie Denny	Term Expires 2022
David Sharpe	Term Expires 2023

### LAWRENCE MEMORIAL LIBRARY TRUSTEES

Caroline Engvall (Chair)	Term Expires 2021
Jill Mackler	Term Expires 2021
Melanie Shultz-Backus	Term Expires 2022
Lynn Camara	Term Expires 2022
Robert Wilkey	Term Expires 2023

### JUSTICE OF THE PEACE (Terms Expire February 2021)

Fred Baser	Sharon Compagna	Craig Scribner
Nathan Bouvier	Daniel Lyons	George Tighe
Martha Chesley	Paul Jackman	Anne Wallace
Peter Coffey	Peter Ryan	Kenneth Weston

# APPOINTED TOWN OFFICIALS

## PLANNING COMMISSION

Katie Raycroft-Meyer (Chair)	Term Expires March 2021
Bill Brown	Term Expires March 2021
William Sayre	Term Expires March 2021
Lloyd Dike	Term Expires March 2022
Melissa Hernandez	Term Expires March 2022
Robert Rooker	Term Expires March 2022
Thomas Wallace	Term Expires March 2022
Kevin Hanson	Term Expires March 2023
Jeff Lunstead	Term Expires March 2023

## DEVELOPMENT REVIEW BOARD

Thomas Wells	Term Expires March 2022
Ted Desmond	Term Expires March 2023
Paul Jackman	Term Expires March 2023
John Moyers	Term Expires March 2023
Kevin Brown	Term Expires March 2024
Carol Clauss	Term Expires March 2024
Brenda Tillberg	Term Expires March 2024
Robert Rooker (Alternate)	Term Expires March 2022
Josh Crandall (Alternate)	Term Expires March 2022

## CONSERVATION COMMISSION

Carolyn Dash (Chair)	Term Expires March 2021
Carla Fenner (resigned January 2020)	Term Expires March 2021
Katie Reilley (Chair, resigned March 2020)	Term Expires March 2021
Jono Chapin (appointed)	Term Expires March 2022
Randy Durand (Clerk, resigned August 2020)	Term Expires March 2022
Melanie Lloyd	Term Expires March 2023
David Rosen	Term Expires March 2023
Kristen Underwood (Vice-Chair)	Term Expires March 2023
VACANT	Term Expires March 2022

## DESIGN REVIEW COMMISSION

Carol Wells	Term Expires March 2021
Elizabeth Herrmann	Term Expires March 2022
John "Slim" Pickens	Term Expires March 2022
James Weening	Term Expires March 2022
Ian Albinson	Term Expires March 2023
Ron LaRose (Chair)	Term Expires March 2023
VACANT	Term Expires March 2022

## ENERGY COMMITTEE

Sally Burrell (Chair)	Term Expires March 2021
Richard Butz	Term Expires March 2021
Mike Corey	Term Expires March 2021
Liston Freeman (resigned May 2020)	Term Expires March 2021
John McCormick	Term Expires March 2021
Stephen Taylor	Term Expires March 2022
Lance Laliberte (resigned September 2020)	Term Expires March 2022
Carl Engvall	Term Expires March 2023

## REVOLVING LOAN FUND

Michelle Perlee (Ex-officio Selectboard)	Term Expires March 2021
Peter Ryan	Term Expires March 2021
Carol Wells	Term Expires March 2021
Dan Werme	Term Expires March 2021
Theresa Gile	Term Expires March 2022
William Sayre	Term Expires March 2022
Fred Baser (Chair)	Term Expires March 2023
VACANT	Term Expires March 2022

## EQUIPMENT COMMITTEE

Valerie Capels (Ex-Officio Town Administrator)	Term Expires March 2021
Alan Clark	Term Expires March 2021
Eric Cota (Ex-Officio Road Foreman)	Term Expires March 2021
John "Peeker" Heffernan (Ex-Officio Selectboard)	Term Expires March 2021
Ken Johnson	Term Expires March 2021

## ONE YEAR TERM

<b>Addison County Regional Planning Commission</b>	Peter Grant William Sayre VACANT
<b>Addison County Solid Waste Management District</b>	Joel Bouvier, Supervisor Valerie Capels, Alternate
<b>Addison County Transit Resources</b>	Naomi Drummond
<b>Collector of Delinquent Taxes</b>	Jen Myers
<b>Dog Officer</b>	Bruce Nason
<b>Emergency Management Director</b>	Valerie Capels
<b>Emergency Management Deputy</b>	Peter Coffey
<b>Energy Coordinator</b>	Energy Committee
<b>Fence Viewers</b>	Joel Bouvier David Sharpe
<b>Green Up Day Coordinator</b>	Carolyn Dash
<b>Town Fire Warden (Reappointed to June 2025)</b>	Edward Shepard
<b>Tree Warden</b>	John Swepston



### **THREE YEAR TERM**

<b>Health Officer</b>	Diane Cushman
<b>Deputy Health Officer</b>	Theodore (Ted) Lylis
<b>Zoning Administrator</b>	Kris Perlee

### **TOWN EMPLOYEES**

<b>Town Administrator</b>	Valerie Capels
<b>Administrative Assistant</b>	Gail James
<b>Town Clerk</b>	Sharon Lucia
<b>Treasurer and Assistant Town Clerk</b>	Jen Myers
<b>Assistant Treasurer</b>	Peter Ryan
	Sharon Lucia
<b>Public Works Foreman</b>	Eric Cota
<b>Public Works Crew</b>	Cale Pelland
	Mike Menard
	Jared Hubbell
	Josh Martell
<b>Recreation Department Director</b>	Meridith McFarland
<b>Recreation Department Assistant Director</b>	Alex Mihavics
<b>Youth Center Director</b>	Taylor Welch
<b>Youth Center Program Coordinator</b>	Alex Mihavics
<b>Water and Sewer Department</b>	Vermont Utility Management Services (Cyrus and Jill Marsano)
<b>Police Chief</b>	Bruce Nason
<b>Police Officers</b>	Andrew Biondi
	Joshua Turner
	Michael Major
	Andrew Graham
	Matthew Collins

# TOWN BUDGET

# TOWN OF BRISTOL GENERAL FUND BUDGET

GENERAL OPERATING FUND	2018-2019 BUDGET	2019-2020 BUDGET	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ACTUAL	2021-2022 PROPOSED
			not audited		thru 12/31/20	
<b><u>REVENUES</u></b>						
<b><u>TAXES &amp; PAYMENTS</u></b>						
Delinquent Tax						
Delinquent Taxes - Interest	10,000	10,000	9,579	11,500	3,581	10,000
Delinquent Taxes - Penalty	16,000	16,000	15,301	12,500	4,962	12,500
Fish & Wildlife Pond Access PILOT	790	790	799	790	411	790
National Forest Payments	13,000	14,000	15,938	14,500		15,500
Current Use Program	80,000	90,000	85,194	85,000		85,000
<b>TOTAL TAXES &amp; PAYMENTS</b>	<b>119,790</b>	<b>130,790</b>	<b>126,811</b>	<b>124,290</b>	<b>8,953</b>	<b>123,790</b>
% change from previous budget year	1.7%	9.2%		-5.0%		-0.4%
<b><u>LICENSES, FINES &amp; FEES</u></b>						
Liquor Licenses	900	1,000	1,340	1,000	70	1,000
Dog Licenses	2,000	2,000	1,597	2,500	803	2,000
Dog Fines	350	350	415	300	30	300
Police Fines	3,500	3,500	4,138	3,500	7,032	4,000
Town Clerk Fees	33,000	33,000	44,329	36,000	31,181	40,000
Motor Vehicle Reg. Renewals	600	600	291	450	108	300
Zoning Fees	9,000	9,000	8,905	9,000	6,084	9,000
Insurance Claim Revenue	0	0			3,682	
<b>TOTAL LICENSES, FINES &amp; FEES</b>	<b>49,350</b>	<b>49,450</b>	<b>61,015</b>	<b>52,750</b>	<b>48,989</b>	<b>56,600</b>
% change from previous budget year	-17.0%	0.2%		6.7%		7.3%
<b><u>REIMBURSEMENTS TO TOWN</u></b>						
Library Personnel Benefits Reimb	984	1,027	566	1,362	4,168	10,304
Act 60 Reimbursements	1,683	1,683	1,672	1,600	0	1,600
<b>TOTAL REIMBURSEMENTS</b>	<b>2,667</b>	<b>2,710</b>	<b>2,238</b>	<b>2,962</b>	<b>4,168</b>	<b>11,904</b>
% change from previous budget year	3.5%	1.6%		9.3%		301.9%
<b><u>OTHER REVENUES</u></b>						
Interest	500	500	1,053	500	183	500
Parking Permit Fees	300	300	275	300	125	250
Insurance Proceeds	0	0				
Miscellaneous Revenues	250	250	1,178	250	518	250
Revenue to be Distributed					505	
FEMA Grant [moved to Highway Revenues]			1,700			
<b>TOTAL OTHER REVENUES</b>	<b>1,050</b>	<b>1,050</b>	<b>4,206</b>	<b>1,050</b>	<b>1,331</b>	<b>1,000</b>
% change from previous budget year	-4.4%	0.0%		0.0%		-4.8%
<b>TOTAL REVENUES</b>	<b>172,857</b>	<b>184,000</b>	<b>194,269</b>	<b>181,052</b>	<b>63,441</b>	<b>193,294</b>
% change from previous budget year	-4.4%	6.4%		-1.6%		6.8%

<b>GENERAL OPERATING FUND</b>	<b>2018-2019 BUDGET</b>	<b>2019-2020 BUDGET</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ACTUAL</b>	<b>2021-2022 PROPOSED</b>
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not audited

thru 12/31/20

**EXPENSES**

**GENERAL EXPENSES**

Supplies	2,750	3,000	2,221	2,500	926	2,500
Furnishings	300	300	0	200	0	0
Equipment	3,000	3,000	2,408	2,500	1,032	2,500
Computer	500	2,000	1,604	2,300	682	2,500
General Office Machine / Service	300	300	0	-	-	-
Advertising	2,000	2,000	33	2,000	175	1,000
Postage	4,000	4,000	3,915	4,000	2,389	4,000
Telephone	2,300	2,300	2,300	2,500	1,139	5,300
Pub. Official & Empl. Practices Ins.	11,358	11,359	12,061	13,000	11,543	13,000
Rubbish Removal	525	525	516	525	480	750
Miscellaneous	1,500	500	645	500	1,163	500
<b>TOTAL GENERAL EXPENSES</b>	<b>28,533</b>	<b>29,284</b>	<b>25,703</b>	<b>30,025</b>	<b>19,530</b>	<b>32,050</b>
% change from previous budget year	-4.9%	2.6%		2.5%		6.7%

**ADMINISTRATOR'S OFFICE**

Salaries	78,875	70,152	71,714	71,870	34,078	72,214
FICA/Medicare	7,424	5,437	5,357	5,570	2,463	5,597
Health Insurance	15,298	15,819	19,681	17,220	11,940	18,768
Retirement	5,817	5,261	5,212	5,570	3,469	5,777
Workers Compensation	395	219	223	170	166	186
Disability Insurance	814	642	555	640	423	642
Mileage	1,500	1,500	1,552	1,500	738	1,500
Training	250	250	113	200	0	200
Computer & Equipment		950	120	1,068	325	1,068
<b>TOTAL ADMINISTRATOR'S OFFICE</b>	<b>110,373</b>	<b>100,230</b>	<b>104,527</b>	<b>103,808</b>	<b>53,601</b>	<b>105,953</b>
% change from previous budget year	-8.4%	-9.2%		3.6%		2.1%

**CLERK/TREASURER'S OFFICE**

Salaries	82,868	80,681	66,947	71,756	31,299	74,017
FICA/Medicare	6,422	6,253	4,835	5,561	2,245	5,736
Health Insurance	20,142	21,300	23,482	23,315	14,084	28,607
Retirement	3,949	4,084	4,088	4,409	1,930	4,732
Workers Compensation	395	438	62	499	498	558
Disability Insurance	501	620	623	711	325	711
Training	300	300	395	600	55	300
Clerk Supplies	3,800	3,800	2,584	4,000	3,109	4,000
Treasurer Supplies						2,300
Software & Programming	1,400	2,000	3,377	4,750	3,424	5,000
Equipment	750	750	40	600	439	600
Postage	1,300	1,300	369	1,900	42	1,300
Telephone	1,850	1,850	1,700	1,900	663	0
Microfilming	550	300	165	300	0	165
Miscellaneous	200	200	305	200	200	200
<b>TOTAL CLERK/TREAS. OFFICE</b>	<b>124,427</b>	<b>123,874</b>	<b>108,973</b>	<b>120,502</b>	<b>58,312</b>	<b>128,227</b>
% change from previous budget year	-1.0%	-0.4%		-2.7%		6.4%

**LISTING DEPARTMENT**

Salaries	17,047	17,185	13,862	17,010	7,153	6,000
FICA/Medicare	1,321	1,332	1,061	1,320	547	465
Workers Compensation	198	219	178	170	166	42
Mileage	250	250	325	250	47	300
Training	250	500	0	300	50	300
Supplies	350	350	160	250	211	250
Software	1,500	1,800	2,666	3,286	2,844	3,300
Equipment	200	200	0	100	0	100

<b>GENERAL OPERATING FUND</b>	<b>2018-2019 BUDGET</b>	<b>2019-2020 BUDGET</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ACTUAL</b>	<b>2021-2022 PROPOSED</b>
			not audited		thru 12/31/20	
Postage	400	400	135	400	6	300
Telephone	900	900	850	900	331	0
Legal Fees	300	300	0	300	0	300
Professional Fees	500	500	0	300	0	20,800
Map Maintenance	1,500	750	1,122	750	0	1,000
Miscellaneous	100	100	0	100	0	100
<b>TOTAL LISTING DEPARTMENT</b>	<b>24,816</b>	<b>24,785</b>	<b>20,359</b>	<b>25,436</b>	<b>11,356</b>	<b>33,257</b>
% change from previous budget year	-0.4%	-0.1%		2.6%		30.7%
<b>PLANNING &amp; ZONING</b>						
Salaries	22,688	21,424	15,143	22,000	7,979	22,000
FICA/Medicare	1,758	1,715	1,158	1,710	610	1,710
Health Insurance	822	0	0	0	0	0
Retirement	265	0	0	0	0	0
Workers Compensation	198	219	178	170	166	186
Disability Insurance	34	0	0	0	16	0
Mileage	100	100	0	100	0	100
Training	300	300	60	200	0	200
Supplies	250	1,000	277	800	37	600
Computer & Equipment	1,780	1,250	1,053	2,715	2,251	2,900
Advertising	650	650	41	500	713	700
Postage	500	400	85	400	0	200
Attorney Fees	3,500	2,500	0	2,000	3,083	2,000
Planning Services	6,000	6,000	12,608	5,000	1,887	5,000
Printing	200	200	0	200	0	200
Meetings	700	700	0	1,850	0	1,850
<b>TOTAL PLANNING &amp; ZONING</b>	<b>39,745</b>	<b>36,457</b>	<b>30,602</b>	<b>37,645</b>	<b>16,741</b>	<b>37,646</b>
% change from previous budget year	-15.1%	-8.3%		3.3%		0.0%
<b>PROFESSIONAL FEES</b>						
Attorney Fees	5,000	8,000	10,768	8,000	4,055	10,000
Audit Fees	22,000	22,000	21,500	22,000	2,514	31,000
Other						
<b>TOTAL PROFESSIONAL FEES</b>	<b>27,000</b>	<b>30,000</b>	<b>32,268</b>	<b>30,000</b>	<b>6,569</b>	<b>41,000</b>
% change from previous budget year	-0.2%	11.1%		0.0%		36.7%
<b>TOWN REPORT</b>						
Town Report/Printing	1,200	1,000	1,299	950	0	1,200
<b>TOTAL TOWN REPORT</b>	<b>1,200</b>	<b>1,000</b>	<b>1,299</b>	<b>950</b>	<b>0</b>	<b>1,200</b>
% change from previous budget year	-20.0%	-16.7%		-5.0%		26.3%
<b>MEETINGS &amp; ELECTIONS</b>						
Election Workers	2,000	1,400	914	3,500	2,337	1,400
Election Supplies	2,900	1,600	956	3,200	1,901	1,700
<b>TOTAL MEETINGS &amp; ELECTIONS</b>	<b>4,900</b>	<b>3,000</b>	<b>1,870</b>	<b>6,700</b>	<b>4,238</b>	<b>3,100</b>
% change from previous budget year	81.5%	-38.8%		123.3%		-53.7%
<b>TOWN OFFICERS</b>						
Selectboard Salaries	7,500	8,000	5,439	7,500	1,020	7,500
Collector of Delinquent Taxes	5,228	5,384	5,910	5,492	2,635	5,358
Health Officer	500	500	1,000	500	0	500
FICA/Medicare (7.75% of payroll)	975	1,000	784	800	271	1,000
Training	200	200	64	200	114	200
Conservation Commission	350	350	100	350	100	350
Energy Committee	100	100	0	100	0	100
<b>TOTAL TOWN OFFICERS</b>	<b>14,853</b>	<b>15,534</b>	<b>13,296</b>	<b>14,942</b>	<b>4,140</b>	<b>15,008</b>
% change from previous budget year	15.8%	4.6%		-3.8%		0.4%

<b>GENERAL OPERATING FUND</b>	<b>2018-2019 BUDGET</b>	<b>2019-2020 BUDGET</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ACTUAL</b>	<b>2021-2022 PROPOSED</b>
			not audited		thru 12/31/20	
<b>TOWN PARKS</b>						
Supplies	800	800	37	600	0	600
Electricity	1,500	1,500	1,357	1,500	463	1,500
Liability Insurance	2,009	1,998	1,731	2,026	1,835	2,245
Mowing	11,000	10,000	5,669	8,000	4,785	8,000
Tree Planting & Maintenance			0	5,000	0	5,000
Sycamore Park Portolet	440	440	421	550	287	550
Maintenance	2,000	2,000	3,616	3,000	1,989	3,000
Rubbish Removal	1,450	1,450	1,452	1,450	868	1,450
Miscellaneous	0	0	120		0	
<b>TOTAL TOWN PARKS</b>	<b>19,199</b>	<b>18,188</b>	<b>14,404</b>	<b>22,126</b>	<b>10,227</b>	<b>22,345</b>
% change from previous budget year	14.8%	-5.3%		21.7%		1.0%
<b>HOLLEY HALL</b>						
Supplies	1,100	1,100	1,959	1,100	504	1,500
Equipment	250	250	125	250	0	250
Heating Fuel	4,250	4,250	4,497	4,500	1,138	4,500
Electricity	4,000	4,000	4,552	4,500	1,768	4,500
Custodial	4,840	4,840	5,260	4,850	1,766	4,850
Building Maintenance	6,250	6,250	12,213	15,000	2,562	15,000
Liability Insurance	4,290	4,260	4,990	4,340	5,290	4,972
Holley Hall Renovation Bond	53,690	42,478	52,380	41,758	45,740	45,856
Sewer Fees	550	600	693	715	173	715
Water Fees	300	300	280	325	82	350
<b>TOTAL HOLLEY HALL</b>	<b>79,520</b>	<b>68,328</b>	<b>86,949</b>	<b>77,338</b>	<b>59,022</b>	<b>82,493</b>
% change from previous budget year	-2.6%	-14.1%		13.2%		6.7%
<b>HOWDEN HALL</b>						
Supplies	200	200	52	200	0	200
Heating Fuels	1,695	1,695	1,622	1,600	186	1,600
Electricity	1,600	1,600	720	1,000	280	1,000
Telephone	560	560	659	675	263	675
Liability Insurance	4,017	3,997	3,463	4,052	3,670	4,491
Maintenance & Custodial	1,550	1,550	2,871	2,500	1,051	2,500
Coach House	0	0	0	0		0
Water Fees	225	225	284	315	75	315
Debt Service	7,207	0	0	0		0
<b>TOTAL HOWDEN HALL</b>	<b>17,054</b>	<b>9,827</b>	<b>9,670</b>	<b>10,342</b>	<b>5,527</b>	<b>10,781</b>
% change from previous budget year	-1.7%	-42.4%		5.2%		4.2%
<b>PUBLIC SAFETY</b>						
Dog Officer	1,600	1,600	1,145	1,600	500	1,500
FICA/Medicare	124	124	88	124	38	0
Dog Pound	1,250	1,000	840	1,000	357	500
Street Lights	28,500	25,000	23,860	23,000	11,345	24,000
Town Traffic Patrol Contract (BPD)	10,000	10,000	10,000	12,000	6,000	12,000
Police Responses (BPD to Town)	5,000	5,400	3,825	6,600	2,585	6,600
Supplies			161	0		0
<b>TOTAL PUBLIC SAFETY</b>	<b>46,474</b>	<b>43,124</b>	<b>39,920</b>	<b>44,324</b>	<b>20,825</b>	<b>44,600</b>
% change from previous budget year	-1.3%	-7.2%		2.8%		0.6%

<b>GENERAL OPERATING FUND</b>	<b>2018-2019 BUDGET</b>	<b>2019-2020 BUDGET</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ACTUAL</b>	<b>2021-2022 PROPOSED</b>
			not audited		thru 12/31/20	
<b>ADMINISTRATIVE ASSISTANT</b>						
Salaries		26,287	29,526	26,680	14,829	26,677
FICA/Medicare		2,037	2,288	2,070	1,240	2,067
Health Insurance		2,680	2,680	1,840	1,385	5,098
Retirement		1,449	2,026	1,520	1,269	1,569
Workers Compensation		219	223	80	0	93
Disability Insurance		201	229	180	0	184
Training		200	0	0		0
Computer & Equipment		1,000	983	800	584	800
<b>TOTAL ADMINISTRATIVE ASSISTANT</b>	<b>0</b>	<b>34,074</b>	<b>37,955</b>	<b>33,170</b>	<b>19,308</b>	<b>36,489</b>
% change from previous budget year				-2.7%		10.0%
<b>FIRE DEPARTMENT</b>						
Labor	30,625	32,600	32,234	37,200	0	39,000
FICA/Medicare	2,373	2,527	2,394	2,880	0	3,025
Dues	910	760	844	1,540	560	910
Training	2,700	2,500	2,277	1,500	236	1,500
OSHA Requirements	5,600	5,600	4,644	4,000	977	4,000
Supplies	8,860	9,000	12,348	9,000	5,153	9,000
Electricity	8,000	8,000	7,181	8,000	3,553	8,000
Propane	6,000	6,000	3,729	6,000	4,200	6,000
Apparatus fuel & oil	2,500	2,500	1,860	2,500	488	2,000
Telephone	3,600	3,600	3,424	3,800	1,709	3,800
Dispatching	3,850	4,326	4,630	4,500	864	3,700
Active-911		430	455	430	0	455
Building Maintenance (general maintenanc	12,500	1,500	1,796	4,600	2,751	4,600
Mowing		900	1,832	1,700	830	1,700
Custodial		3,060	2,277	5,110	1,773	5,110
Annual Services		9,180	12,142	8,500	6,118	8,500
Workers Compensation	4,790	5,021	4,625	4,460	3,540	1,890
Accident & Disability Insurance	2,400	2,400	2,133	3,835	0	3,835
Property Insurance	16,313	13,582	11,482	13,085	12,279	15,467
Water Fees	500	400	279	325	80	330
Hose Service Replacement	2,982	2,982	6,923	2,000	2,115	2,000
Rubbish Removal	0	0	0	0		0
Communication Tower Lease	3,477	3,581	3,944	4,000	2,095	4,420
Radios and Pagers (repair and replace)	6,500	6,500	6,451	9,000	9,503	9,000
Radios and Pagers (repair) >> to be eliminated		0	27			
Equipment Service Testing & Maintenance	4,500	4,500	5,846	3,400	361	3,400
Bond Payment - 2007 Pumper Tanker	31,722	0	0	0		0
Fire/bond payment on station	143,450	140,359	137,985	137,700	117,665	136,000
Fire Prevention and Education	400	400	521	400	514	500
Miscellaneous	200	200	0	200	0	200
Fire/Uniforms & Apparel	4,000	4,000	4,165	3,000	868	3,000
Fire Equipment/PPE	13,000	13,000	13,188	14,180	6,655	14,180
Apparatus / Vehicle Maintenance	25,000	25,000	24,829	25,000	26,272	25,000
PS Trax Inventory Management System		918	918	950	1,118	1,200
<b>TOTAL FIRE DEPARTMENT</b>	<b>346,752</b>	<b>315,326</b>	<b>317,385</b>	<b>322,795</b>	<b>212,277</b>	<b>321,722</b>
% change from previous budget year	4.7%	-9.1%		2.4%		-0.3%
<b>LAWRENCE MEM. LIBRARY</b>						
Health Insurance					5,605	9,715
Workers Compensation	395	438	546	773	838	997
Disability Insurance	589	589	566	589	0	589
Maintenance	250	250	0	250	241	3,000
Liability Insurance	2,151	2,375	2,134	2,591	2,435	3,070
<b>TOTAL LAWRENCE MEM. LIBRARY</b>	<b>3,385</b>	<b>3,652</b>	<b>3,246</b>	<b>4,204</b>	<b>9,119</b>	<b>17,371</b>
% change from previous budget year	-6.9%	7.9%		15.1%		313.2%

<b>GENERAL OPERATING FUND</b>	<b>2018-2019 BUDGET</b>	<b>2019-2020 BUDGET</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ACTUAL</b>	<b>2021-2022 PROPOSED</b>
			not audited		thru 12/31/20	
<b>CEMETERY CARE</b>						
Cemetery Care	3,500	3,500	3,140	3,500	1,115	3,500
<b>TOTAL CEMETERY CARE</b>	<b>3,500</b>	<b>3,500</b>	<b>3,140</b>	<b>3,500</b>	<b>1,115</b>	<b>3,500</b>
% change from previous budget year	0.9%	0.0%		0.0%		0.0%
<b>TAX ANTICIPATION INTEREST</b>						
	<b>1,100</b>	<b>1,100</b>	<b>2,145</b>	<b>1,100</b>	<b>0</b>	<b>1,100</b>
% change from previous budget year	0.0%	0.0%		0.0%		0.0%
<b>MUNICIPAL SOLID WASTE PROGRAM</b>						
Post Closure Monitoring	4,000	4,000	2,765	4,000	4,193	4,000
Landfill Closure	0	1,000	0			
<b>Total MUN. SOLID WASTE PROG.</b>	<b>4,000</b>	<b>5,000</b>	<b>2,765</b>	<b>4,000</b>	<b>4,193</b>	<b>4,000</b>
% change from previous budget year	-59.8%	25.0%		-20.0%		0.0%
<b>DUES, TAXES, CONTRIBUTIONS</b>						
Addison County Regional Planning	4,971	5,039	5,039	5,191	5,137	5,191
Vermont League of Cities & Towns	5,537	5,693	5,693	5,928	5,928	5,928
Fourth of July Bristol PD exp.	1,500	1,500	778	1,500	0	1,500
Addison County Economic Dev. Corp.	3,500	3,500	0	3,500	3,500	3,500
Holiday Committee	400	0	0			
Addison County Tax	14,000	13,524	13,524	13,600	16,572	18,256
Chamber of Commerce		175	175	175	0	175
Miscellaneous				0		0
<b>TOTAL DUES, TAXES, CONTRIB.</b>	<b>29,907</b>	<b>29,431</b>	<b>25,209</b>	<b>29,894</b>	<b>31,137</b>	<b>34,550</b>
	2.2%	-1.59%		1.6%		15.6%
<b>TOTAL EXPENDITURES</b>						
	<b>926,739</b>	<b>895,715</b>	<b>881,686</b>	<b>922,799</b>	<b>547,237</b>	<b>976,393</b>
% change from previous budget year	-0.70%	-3.35%		3.0%		5.8%
<b>GENERAL OPERATING FUND</b>						
<b>NET SUPPORTED BY TAXES</b>	<b>753,882</b>	<b>711,715</b>	<b>687,417</b>	<b>741,747</b>	<b>483,796</b>	<b>783,099</b>
% change from previous budget year	0.20%	-5.59%		4.2%		5.6%



<b>GENERAL OPERATING FUND</b>	<b>2018-2019 BUDGET</b>	<b>2019-2020 BUDGET</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ACTUAL</b>	<b>2021-2022 PROPOSED</b>
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not audited thru 12/31/20

**PUBLIC WORKS/  
HIGHWAY DEPARTMENT**

not audited thru 12/31/2020

**REVENUES**

**DPW/HIGHWAY REVENUES**

State Aid for Highways	95,850	95,850	48,791	95,850	75,803	99,972
Equipment Use - Water Dept	1,000	1,000	1,075	1,000	0	1,000
Garage/sign Rent from Water Dept.	500	0		0		0
Miscellaneous	500	2,000	210	2,000	130	2,000
Grant Revenues		0		0		0
<b>TOTAL REVENUES</b>	<b>97,850</b>	<b>98,850</b>	<b>50,076</b>	<b>98,850</b>	<b>75,933</b>	<b>102,972</b>
% change from previous budget year	-4.9%	1.0%		0.0%		4.2%

**EXPENSES**

**PERSONNEL & INSURANCE**

Salaries	259,536	235,034	235,068	239,650	112,628	239,281
Overtime	23,500	25,297	21,731	25,474	2,222	25,422
FICA/Medicare	21,531	20,176	18,390	20,547	8,239	20,515
Health Insurance	67,014	79,998	101,286	93,729	57,034	95,562
Retirement	20,992	19,645	19,354	20,671	8,694	21,176
Workers Compensation	24,218	26,545	20,977	21,398	20,015	21,322
Disability Insurance	2,460	2,179	2,549	2,179	1,209	2,179
Uniforms	2,500	2,500	2,126	2,500	1,064	3,000
Mileage	400	400	198	300	29	200
Training	600	400	165	500	255	500
Liability Insurance	12,697	13,835	11,706	13,006	12,181	15,320
<b>TOTAL PERSONNEL</b>	<b>435,448</b>	<b>426,009</b>	<b>433,551</b>	<b>439,955</b>	<b>223,572</b>	<b>444,477</b>
% change from previous budget year	3.0%	-2.17%		3.3%		1.0%

**EQUIPMENT**

Supplies	16,000	16,000	13,480	16,000	7,234	16,000
Parts	13,000	13,000	20,331	14,000	7,569	14,000
Tires	6,000	6,000	2,685	6,000	3,996	8,000
Fuels	45,000	45,000	33,500	42,500	9,151	42,500
Oil, Anti-freeze	2,500	2,500	3,251	3,000	246	3,000
Purchases/tools	2,600	2,600	415	2,000	1,005	2,000
Contracted Repairs	15,000	13,000	11,799	13,000	1,864	10,000
Equipment Rentals	500	500	200	500	0	3,500
<b>TOTAL EQUIPMENT</b>	<b>100,600</b>	<b>98,600</b>	<b>85,662</b>	<b>97,000</b>	<b>31,065</b>	<b>99,000</b>
% change from previous budget year	2.0%	-2.0%		-1.6%		2.1%

**GARAGE**

Supplies	5,500	5,500	4,559	5,500	3,095	5,500
Heating Fuel (East garage)	4,000	4,000	1,466	3,000	0	3,000
Propane (West garage)	3,000	4,000	2,910	4,000	2,975	4,000
Electricity	3,600	3,600	3,675	3,600	1,512	3,800
Telephone	2,100	2,100	1,780	2,500	1,009	2,000
Pagers	1,000	750	540	600	405	600
Maintenance	2,500	2,500	3,175	3,000	5,494	4,000
Water Fees	300	300	274	325	80	325
Rubbish Removal	600	600	531	600	480	600
<b>TOTAL GARAGE</b>	<b>22,600</b>	<b>23,350</b>	<b>18,910</b>	<b>23,125</b>	<b>15,051</b>	<b>23,825</b>
% change from previous budget year	-2.2%	3.3%		-1.0%		3.0%

<b>GENERAL OPERATING FUND</b>	<b>2018-2019 BUDGET</b>	<b>2019-2020 BUDGET</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ACTUAL</b>	<b>2021-2022 PROPOSED</b>
			not audited		thru 12/31/20	
<b>MATERIALS &amp; SERVICES</b>						
Road Gravel	22,000	22,000	31,744	22,000	1,998	22,000
Winter Sand	32,000	32,000	32,080	37,000	36,819	37,000
Salt	50,000	55,000	78,528	60,000	50,726	60,000
Chloride	22,000	22,000	0	20,000	11,001	19,000
Re-paving	0	0	0			
Cold Patch	1,000	1,000	1,430	1,500	360	1,500
Culverts	4,500	4,500	7,333	4,500	4,411	4,500
Signs	4,000	4,000	1,252	2,000	1,590	2,500
Tree Work	6,000	6,000	4,800	6,000	1,100	6,000
Pavement Markings	1,000	1,000	912	1,000	0	1,000
Sidewalks	0	0	0			
Guard Rail	2,500	3,000	0	4,000	0	5,000
Stone for Ditching		4,000	4,288	4,000	7,793	6,000
Storm Drainage	1,000	1,000	1,158	1,000	214	1,500
Contracted Services	15,000	15,000	23,712	18,000	11,248	18,000
Permits	3,000	3,000	1,350	3,000	0	3,000
Miscellaneous	1,000	1,000	354	1,000	834	1,000
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>165,000</b>	<b>174,500</b>	<b>188,942</b>	<b>185,000</b>	<b>128,093</b>	<b>188,000</b>
% change from previous budget year	-7.8%	5.8%		6.0%		1.6%
<b>TOTAL DPW/HIGHWAY OPERATING EXP.</b>	<b>723,648</b>	<b>722,459</b>	<b>727,065</b>	<b>745,080</b>	<b>397,780</b>	<b>755,302</b>
% change from previous budget year	0.04%	-0.2%		3.1%		1.4%
<b>INDEBTEDNESS</b>						
Stormwater Bond (2010, refi 2012)	34,920	34,920	34,920	34,920	27,534	34,920
USDA Stormwater Bond (2019)				18,894		18,894
South Street Bridge Replacement	16,974	16,723	15,467	16,471	53,834	
<b>TOTAL INDEBTEDNESS</b>	<b>51,894</b>	<b>51,643</b>	<b>50,387</b>	<b>70,285</b>	<b>81,368</b>	<b>53,814</b>
% change from previous budget year	0.04%	-0.5%		36.1%		-23.4%
<b>TOTAL EXPENDITURES INCL. BOND</b>	<b>775,542</b>	<b>774,101</b>	<b>777,451</b>	<b>815,365</b>	<b>479,149</b>	<b>809,116</b>
	0.04%	-0.19%		5.3%		-0.8%
<b>PUBLIC WORKS/HIGHWAY DEPARTMENT</b>						
<b>NET SUPPORTED BY TAXES</b>	<b>677,692</b>	<b>675,251</b>	<b>727,375</b>	<b>716,515</b>	<b>403,215</b>	<b>706,144</b>
% change from previous budget year	0.8%	-0.4%		6.1%		-1.4%

<b>GENERAL OPERATING FUND</b>	<b>2018-2019 BUDGET</b>	<b>2019-2020 BUDGET</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ACTUAL</b>	<b>2021-2022 PROPOSED</b>
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not audited

thru 12/31/20

**ARTS, PARKS & RECREATION DEPT.**

not audited

thru 12/31/2020

**REVENUES**

<b>REVENUES</b>						
Program Registration Fees	48,000	55,000	25,332	55,000	22,147	55,000
Swimming			12,169	16,000	0	16,000
Town Appropriations - 4 towns	9,500	9,500	7,000	9,500	7,000	9,500
Youth Center Events Income	2,000	5,000	3,130	3,800	2,013	3,800
Pottery Studio Revenues	13,050	13,050	6,365	12,500	3,865	12,000
Holley Hall Events	3,000	3,500	1,399	3,500	338	3,500
Hall Rentals (Howden and Holley)	3,000	4,000	2,620	5,000	88	5,000
Sponsorships/Donations		200				
<b>TOTAL REVENUES</b>	<b>78,550</b>	<b>90,250</b>	<b>58,015</b>	<b>105,300</b>	<b>35,450</b>	<b>104,800</b>
% change from previous budget year	-5.6%	14.9%		16.7%		-0.5%

**EXPENSES**

**GENERAL RECREATION DEPT.**

Labor (director & assistant)	69,199	61,470	30,808	62,956	30,656	62,984
Contracted Labor	500	0		0		0
FICA/Medicare	4,363	4,764	2,225	4,879	2,200	4,881
Health Insurance	9,350	25,243	18,185	27,480	16,425	29,948
Retirement	3,422	4,610	2,917	4,879	3,105	5,039
Workers Compensation	2,260	3,457	3,038	3,148	3,389	4,011
Disability Insurance	474	670	502	670	467	670
Liability Insurance	1,500	1,500	0	1,500	0	1,500
Mileage	350	350	0	200	0	200
Training	500	600	589	600	147	600
Supplies	1,000	900	148	900	93	900
Equipment	6,000	2,000	17	1,500	779	1,500
Technology/Computers		4,750	804	4,681	0	4,681
Advertising	2,500	500	305	500	54	500
Facilities Rent	1,100	1,100	0	2,000	0	2,000
Postage	200	100	30	100	0	100
Telephone	1,700	1,500	730	1,500	848	1,600
Holley Hall Custodial	2,800	600	400	800	0	1,000
Printing	2,000	2,000	941	2,000	260	1,700
Swimming			13,974	15,000	0	15,000
Programs	30,300	35,000	15,207	32,000	4,342	32,000
Events	4,500	4,400	1,268	3,000	439	2,500
Annual Fees	350	350	285	350	285	350
Miscellaneous	300	0	100	300	0	300
<b>TOTAL GENERAL RECREATION</b>	<b>144,668</b>	<b>155,864</b>	<b>92,472</b>	<b>170,943</b>	<b>63,489</b>	<b>173,965</b>
% change from previous budget year	-1.1%	7.7%		9.7%		1.8%

**YOUTH CENTER/SKATE PARK**

Full Time Labor	34,639	56,774	25,148	56,860	26,334	56,860
Part Time Labor	11,962	0	0	0		0
FICA/Medicare	2,224	4,400	1,845	4,407	1,919	4,407
Health Insurance	9,350	17,928	4,951	19,420	11,434	21,066
Retirement	1,234	4,258	1,333	4,407	1,392	4,549
Workers Compensation	2,260	3,457	3,038	3,148	3,389	4,011
Disability Insurance	352	623	244	623	227	623
Travel	400	200	77	200	0	200
Hub rent to Recreation Club	7,200	7,200	4,217	7,200	4,200	7,200
Supplies	1,000	1,000	779	1,000	369	1,000

<b>GENERAL OPERATING FUND</b>	<b>2018-2019 BUDGET</b>	<b>2019-2020 BUDGET</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ACTUAL</b>	<b>2021-2022 PROPOSED</b>
			not audited		thru 12/31/20	
Food	2,500	200	187	1,000	175	1,000
Heat	2,000	2,000	0	2,000	700	2,000
Electricity	1,600	1,500	454	1,500	488	1,500
Telephone	1,300	1,300	544	1,300	646	1,300
Programs/Workshops	1,800	1,800	406	1,500	423	1,500
Special Event		0	4	0		0
Water Fees	275	275	74	325	80	325
Trash Disposal	250	504	215	510	547	550
Maintenance	1,000	800	6	800	21	1,500
<b>TOTAL YOUTH CENTER/SKATE PK.</b>	<b>81,346</b>	<b>104,219</b>	<b>43,523</b>	<b>106,200</b>	<b>52,343</b>	<b>109,591</b>
% change from previous budget year	1.0%	28.1%		1.9%		3.2%
<b>POTTERY STUDIO</b>						
Labor	12,800	12,800	7,464	12,800	7,464	12,800
Supplies	850	850	116	800	94	800
Kiln	820	820	345	600	438	600
Heat	1,000	600	635	600	613	700
Electricity	400	400	149	400	184	400
Rent	7,800	7,800	4,550	7,800	4,550	7,800
Telephone	510	510	224	510	270	555
<b>TOTAL POTTERY STUDIO</b>	<b>24,180</b>	<b>23,780</b>	<b>13,482</b>	<b>23,510</b>	<b>13,612</b>	<b>23,655</b>
% change from previous budget year	3.20%	-1.7%		-1.1%		0.6%
<b>TOTAL EXPENDITURES</b>	<b>250,194</b>	<b>283,863</b>	<b>149,477</b>	<b>300,653</b>	<b>129,444</b>	<b>307,211</b>
% change from previous budget year	0.0%	13.5%		5.9%		2.2%
<b>ARTS, PARKS &amp; RECREATION DEPT.</b>						
<b>NET SUPPORTED BY TAXES</b>	<b>171,644</b>	<b>193,613</b>	<b>91,462</b>	<b>195,353</b>	<b>93,994</b>	<b>202,411</b>
% change from previous budget year	2.80%	12.8%		0.9%		3.6%

<b>GENERAL OPERATING FUND</b>	<b>2018-2019 BUDGET</b>	<b>2019-2020 BUDGET</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ACTUAL</b>	<b>2021-2022 PROPOSED</b>
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not audited

thru 12/31/20

### VOTED APPROPRIATIONS

<b>VOTED APPROPRIATIONS</b>	not audited			thru 12/31/2020		
Capital Equipment Fund	100,000	110,000	110,000	135,000	135,000	135,000
Capital Sidewalks Fund	35,000	35,000	35,000	35,000	35,000	35,000
Capital Fire Equipment Fund	25,000	25,000	25,000	25,000	25,000	25,000
Capital Fire Vehicle Fund	70,000	100,000	100,000	100,000	100,000	100,000
Capital Technology Fund	5,000	10,000	10,000	7,000	7,000	7,000
Capital Building Fund	30,000	30,000	30,000	30,000	30,000	30,000
Capital Road Fund - Construction	40,000	40,000	40,000	40,000	40,000	40,000
Reappraisal Fund	0	5,000	5,000	5,000	5,000	5,000
Capital Road Fund - Paving	100,000	125,000	125,000	125,000	125,000	125,000
Conservation Reserve Fund	10,000	10,000	10,000	10,000	10,000	10,000
<b>TOTAL CAPITAL AND RESERVE FUNDS</b>	<b>415,000</b>	<b>490,000</b>	<b>490,000</b>	<b>512,000</b>	<b>512,000</b>	<b>512,000</b>

Lawrence Memorial Library	137,872	140,340	81,865	144,248	84,147	144,248
Bristol Recreation Club	15,000	15,000	15,000	15,000	15,000	15,000
Bristol Town Band	1,200	1,200	1,200	1,200	0	1,200
Bristol Cemetery Association (Article XX)	22,000	29,000	29,000	29,000	29,000	29,000
Bristol Fourth of July Committee	6,000	6,000	6,000	6,000	6,000	6,000
Bristol Historical Society	2,500	2,500	2,500	2,500	2,500	2,500
Bristol Rescue Squad	13,500	13,500	13,500	13,500	13,500	13,500
Charter House	2,100					
Elderly Services	2,200	2,200	2,200	2,200	2,200	2,200
Age Well (formerly CVAA)	2,700	2,700	2,700	2,700	2,700	2,700
Helping Overcome Poverty's Effects (HOPE)	3,250	3,250	3,250	3,250	3,250	3,250
John Graham Shelter	1,400	1,400	1,400	1,400	1,400	1,400
Counseling Service Addison County	3,875	3,875	3,875	3,875	3,875	3,875
Addison County Home Health & Hospice	4,700	4,700	4,700	4,700	4,700	4,700
Addison County Parent Child Center	4,800	4,800	4,800	4,800	4,800	4,800
Bristol Little League	2,000	2,000	2,000	2,000	2,000	2,000
Hospice Volunteer Services	1,200	1,200	1,200	1,200	1,200	1,200
Bristol Family Center	4,000	4,000	4,000	4,000	4,000	4,000
WomenSafe	3,500	3,500	3,500	3,500	3,500	3,500
New Haven River Watch	300	300	300	300	300	300
Vermont Adult Learning	1,650	1,650	1,650	1,650	1,650	1,650
Retired Senior Volunteer Prog.	750	750	750	750	750	750
Bristol After School Kid's Program	1,275	1,275	1,275	1,275	1,275	1,275
Addison County Transit Resources	11,306	11,306	11,306	11,306	11,306	11,306
Open Door Clinic	1,000	1,000	1,000	1,000	1,000	1,000
Northeast Addison TV (NEAT)	3,500	3,500	3,500	3,500	3,500	3,500
Bristol CORE	10,000	10,000	10,000	10,000	10,000	10,000
Addison County Readers Program	2,000	2,000	2,000	2,000	2,000	2,000
Addison County Humane Society / Homew	1,000	1,000	1,000	1,000	1,000	1,000
Turning Point Center of Addison County		1,500	1,500	3,000	3,000	3,000
Addison County Restorative Justice	1,150	1,150	1,150	1,150	1,150	1,150
Habitat for Humanity of Addison County		1,500	1,500			
<b>TOTAL CIVIC ORG. APPROPRIATIONS</b>	<b>267,728</b>	<b>278,096</b>	<b>219,621</b>	<b>282,004</b>	<b>220,703</b>	<b>282,004</b>

<b>TOTAL VOTED APPROPRIATIONS</b>	<b>682,728</b>	<b>768,096</b>	<b>709,621</b>	<b>794,004</b>	<b>732,703</b>	<b>794,004</b>
% change from previous budget year	23.50%	12.5%		3.4%		0.0%

<b>GENERAL OPERATING FUND</b>	<b>2018-2019 BUDGET</b>	<b>2019-2020 BUDGET</b>	<b>2019-2020 ACTUAL</b>	<b>2020-2021 BUDGET</b>	<b>2020-2021 ACTUAL</b>	<b>2021-2022 PROPOSED</b>
			not audited		thru 12/31/20	
<b>SUMMARY OF NON-TAX REVENUES</b>						
General Operating Fund	172,857	184,000	194,269	181,052	63,441	193,294
Public Works/Highway Department	97,850	98,850	50,076	98,850	75,933	102,972
Arts, Parks, & Recreation Department	78,550	90,250	58,015	105,300	35,450	104,800
<b>GRAND TOTAL NON-TAX REV.</b>	<b>349,257</b>	<b>373,100</b>	<b>302,360</b>	<b>385,202</b>	<b>174,825</b>	<b>401,066</b>
% change from previous budget year	-4.90%	12.5%		3.2%		4.1%
<b>SUMMARY OF EXPENDITURES</b>						
General Operating Fund	926,739	895,715	881,686	922,799	547,237	976,393
Public Works/Highway Department	775,542	774,101	777,451	815,365	479,149	809,116
Arts, Parks, & Recreation Department	250,194	283,863	149,477	300,653	129,444	307,211
Voted Appropriations	682,728	768,096	709,621	794,004	732,703	794,004
<b>GRAND TOTAL EXPENDITURES</b>	<b>2,635,203</b>	<b>2,721,775</b>	<b>2,518,236</b>	<b>2,832,821</b>	<b>1,888,533</b>	<b>2,886,723</b>
% change from previous budget year	4.9%	3.3%		4.1%		1.9%
<b>SUMMARY OF AMOUNT SUPPORTED BY TAXES</b>						
General Operating Fund	753,882	711,715	687,417	741,747	483,796	783,099
Public Works/Highway Department	677,692	675,251	727,375	716,515	403,215	706,144
Arts, Parks, & Recreation Department	171,644	193,613	91,462	195,353	93,994	202,411
Voted Appropriations	682,728	768,096	709,621	794,004	732,703	794,004
<b>TOTAL SUPPORTED BY TAXES</b>	<b>2,285,946</b>	<b>2,348,675</b>	<b>2,215,876</b>	<b>2,447,619</b>	<b>1,713,708</b>	<b>2,485,657</b>
% change from previous budget year	6.60%	2.7%		4.2%		1.6%



Photo: Ian Albinson

## FIVE YEAR COMPARISON OF FUNDS RAISED BY TAXES

	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<i>Proposed</i> <u>2021-2022</u>
General	\$752,524 -0.76%	\$753,882 0.18%	\$711,716 -5.59%	\$741,747 4.22%	\$784,729 5.79%
Highway	\$672,289 2.98%	\$677,691 0.80%	\$675,251 -0.36%	\$716,515 6.11%	\$706,144 -1.45%
Recreation	\$166,945 -3.92%	\$171,645 2.82%	\$193,613 12.80%	\$195,353 0.90%	\$202,410 3.61%
Appropriations	\$547,829 2.90%	\$682,728 24.62%	\$768,096 12.50%	\$794,004 3.37%	\$794,004 0.00%
Local Agreement	\$17,185 5.49%	\$12,455 -27.52%	\$12,315 -1.12%	\$12,315 0.00%	\$13,651 10.85%
Fire Vehicle Capital Fund	\$58,003 0.00%	\$0	\$0	\$0	\$0
<b>Total General Fund</b>	<b>\$2,214,775</b> 1.06%	<b>\$2,298,401</b> 3.78%	<b>\$2,360,991</b> 2.72%	<b>\$2,459,934</b> 4.19%	<b>\$2,500,938</b> 1.67%
Police District	\$425,862 17.30%	\$422,974 -0.68%	\$421,369 -0.38%	\$403,020 -4.35%	\$405,637 0.65%

Note: Percentage figures beneath each item represent the change from the previous year.

## THREE YEAR TAX RATE COMPARISON

<b><u>Grand List:</u></b>	<b><u>2018-2019</u></b>	<b><u>2019-2020</u></b>	<b><u>2020-2021</u></b>	<b><u>%Change Previous Year</u></b>
Municipal Grand List	\$3,288,720	\$3,345,580	\$3,384,278	1.16%
Police District Grand List	\$1,329,292	\$1,344,126	\$1,352,351	0.61%
State Education Grant List				
Homestead Grand List	\$2,038,669	\$2,175,460	\$2,142,439	-1.52%
Non-Residential Grand List	<u>\$1,259,995</u>	<u>\$1,177,217</u>	<u>\$1,249,279</u>	6.12%
Total Education Grant List	\$3,298,664	\$3,352,677	\$3,391,718	1.16%
 Common Level of Appraisal	 100.73%	 96.60%	 92.25%	
 <b><u>Municipal Tax Rates</u></b>				
General	\$0.2292	\$0.2127	\$0.2192	3.06%
Highway	\$0.2061	\$0.2018	\$0.2117	4.91%
Recreation	\$0.0522	\$0.0579	\$0.0577	-0.35%
Appropriations	\$0.2076	\$0.2296	\$0.2346	2.18%
Local Agreements (voted exemptions)	<u>\$0.0038</u>	<u>\$0.0037</u>	<u>\$0.0040</u>	8.11%
<b>Total Municipal Tax Rate</b>	<b><u>\$0.6989</u></b>	<b><u>\$0.7057</u></b>	<b><u>\$0.7272</u></b>	3.05%
 <b><u>Police District Tax Rates</u></b>	 \$0.3182	 \$0.3135	 \$0.2980	 -4.94%
 <b><u>Education Tax Rates</u></b>				
Homestead Rate	\$1.5270	\$1.6096	\$1.7206	6.90%
Non-Residential Rate	\$1.5650	\$1.5824	\$1.6853	6.50%
 <b><u>Total Tax Rates</u></b>				
Homestead outside Police District	<b><u>\$2.2259</u></b>	<b><u>\$2.3153</u></b>	<b><u>\$2.4478</u></b>	5.72%
Homestead within Police District	<b><u>\$2.5441</u></b>	<b><u>\$2.6288</u></b>	<b><u>\$2.7458</u></b>	4.45%
Non-Residential outside Police District	<b><u>\$2.2639</u></b>	<b><u>\$2.2881</u></b>	<b><u>\$2.4125</u></b>	5.44%
Non-Residential within Police District	<b><u>\$2.5821</u></b>	<b><u>\$2.6016</u></b>	<b><u>\$2.7105</u></b>	4.19%



# FINANCIAL REPORTS

## FINANCIAL AUDIT

An audit for fiscal year end June 30, 2020 was completed by Sullivan, Powers & Co. CPA, and is posted on the Town's website ([www.bristolvt.org](http://www.bristolvt.org)) when it is available. Copies are available upon request.

### BONDS AND NOTES PAYABLE

<b><u>Governmental Activities:</u></b>	<b>Principal Balances 6/30/20</b>	
2010 Holley Hall/Waterline Bond, Vermont Municipal Bond, matures Dec. 1, 2030, net interest of 2.620% Annual principal payments of \$40,000	\$390,000	\$380,000 (H.H) \$10,000 (water)
2012 Bristol Stormwater Improvement General Obligation ARI-026, matures Oct. 1, 2031, net interest of 2.00% Annual principal payments of \$37,180.24	\$369,815	
2012 Bristol Stormwater Improvement General Obligation ARI-026, matures Oct. 1, 2031, net interest of 2.00% Annual principal payments of \$37,180.24	\$369,815	
<del>South Street Bridge Line of Credit People's United Bank</del>	<del>\$65,773</del>	
2017 Fire Facility Bond National Bank of Middlebury Annual principle payments of \$98,200, interest of 1.54%	\$2,500,179	
USDA West Street Water/Stormwater Bond, interest at 2.25% Bi-Annual payments of \$16,878	\$824,108	\$256,380 \$567,728 (water)
<b>Subtotal Governmental Activities:</b>	<b>\$4,084,102</b>	
<b><u>Business-Type Activities:</u></b>		
2012 USDA Refinance of Water and Sewer Construction bonds. Water portion matures Dec. 2036. Sewer portion \$45,127 sewer matures Dec. 2023, 3.93%, annual principal payments of \$9,813.35 sewer and \$34,760.60 water.	\$713,454	\$668,327 (water) \$45,127 (sewer)
Preliminary Engineering for West Street project. Interest 0%, Principal payments of \$8,800 due annually, September 1, 2020 ending September 1, 2024	\$44,000	
<b>Subtotal Business-Type Activities:</b>	<b>\$757,454</b>	
<b>TOTAL SHORT AND LONG TERM OBLIGATIONS:</b>	<b>\$4,841,556</b>	

## DELINQUENT TAX REPORT

As of December 31, 2020

<u>Location</u>	<u>Amount</u>	
66 Estey Road	\$ 586.64	
175 Thomas Drive	\$ 1,671.88	
North 116 Road	\$ 736.98	
140 Larose Lane	\$ 2,064.19	
Bristol Pond Road	\$ 681.92	
1811 Meehan Road	\$ 4,719.74	*
Meehan Road (85 A )	\$ 1,109.33	
Meehan Road (105 A)	\$ 1,733.64	
225 Choiniere Road	\$ 5,835.00	
547 Rockydale Road	\$ 2,303.79	
39 Rockydale Road	\$ 665.61	
486 Rockydale Road	\$ 762.44	*
170 Hasseltine Road	\$ 93.33	
648 South 116 Road	\$ 1,685.20	*
446 Carlstrom Road	\$ 3,508.45	
91 Vincent Drive	\$ 1,032.39	
3284 South 116 Road	\$ 2,565.05	
33 Carterville Road	\$ 3,383.88	
2883 Lower Notch Road	\$ 11,826.90	
Unlanded Camp	\$ 141.87	
944 Upper Notch (Unlanded Camp)	\$ 158.55	
35 Morgan Horse Lane	\$ 565.96	
98 Morgan Horse Lane	\$ 316.45	
129 Morgan Horse Lane	\$ 360.44	
28 Hermit Thrush Lane	\$ 792.82	
140 Morgan Horse Lane	\$ 2,943.97	
240 Morgan Horse Lane	\$ 1,511.40	
246 Morgan Horse Lane	\$ 152.77	
81 West Street	\$ 4,434.11	
32 West Street	\$ 6,619.92	
8 North St, Apt 1	\$ 14,439.04	
125 Basin Street	\$ 1,495.18	
<b>Total Delinquent Taxes</b>	<b>\$ 80,898.84</b>	
2016/2017 Delinquent Taxes	\$ 3,668.18	
2017/2018 Delinquent Taxes	\$ 5,487.59	
2018/2019 Delinquent Taxes	\$ 15,986.50	
2019/2020 Delinquent Taxes	\$ 55,756.57	

\*All of these locations have a current payment arrangements in place

<b>VALUE OF NON-TAXABLE PROPERTIES 2020</b>
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<u>Schools</u>		<u>2020</u>
Bristol Elementary School	\$	8,328,900
Mt. Abraham Union High School	\$	24,898,500
Red Cedar School (private)	\$	327,900
Bristol Family Center	\$	339,200
<b>Total</b>	<b>\$</b>	<b>33,894,500</b>

<u>Cemeteries</u>			
Mount Saint Joseph's Cemetery	\$	9,800	
Greenwood Cemetery	\$	32,000	
Varney Hill Cemetery	\$	1,100	
Briggs Hill Cemetery	\$	900	
Meehan Cemetery	\$	400	
<b>Total</b>	<b>\$</b>	<b>44,200</b>	

<u>Churches</u>			
Adventist Church	\$	319,400	
Federated Church	\$	804,200	
First Baptist Church	\$	416,700	
St. Ambrose Catholic Church	\$	353,100	
Terasem Movement Foundation	\$	466,800	
<b>Total</b>	<b>\$</b>	<b>2,360,200</b>	

<u>State of Vermont</u>			
Land (approximately 515.19 acres)	\$	240,300	

<u>USDA Forest Service</u>			
Land (approximately 5338.89 acres)	\$	3,919,400	

<u>Miscellaneous</u>			
Libanus Lodge No. 47 (Masons)	\$	413,100	
Bristol Rescue Squad	\$	479,300	
American Legion Post #19 (225034)	\$	450,300	
Bristol Recreation Club, Inc.	\$	165,900	
<b>Total</b>	<b>\$</b>	<b>1,508,600</b>	

<b>Total Value of all Non-Taxable Property</b>	<b>\$ 41,967,200</b>
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## TOWN OF BRISTOL BUILDINGS AND LAND

	<u>Location</u>	<u>Acreage</u>	<u>2021</u> <u>Value</u>	<u>2020</u> <u>Value</u>
040166	Memorial Park	19.30	\$ 31,600	\$ 31,600
090208	Sycamore Park	8.40	\$ 46,500	\$ 46,500
070132	Eagle Park, Lincoln Rd.	5.50	\$ 12,000	\$ 12,000
	<b>Parks Totals</b>	<b>33.20</b>	<b>\$ 90,100</b>	<b>\$ 90,100</b>
060153	Town landfill and Town Garages	12.34	\$ 117,800	\$ 117,800
205163	Salt Shed & Land, Sand Storage	2.40	\$ 100,100	\$ 100,100
	Dog Kennel	-	\$ -	\$ -
	<b>Garage &amp; Landfill Totals</b>	<b>14.74</b>	<b>\$ 217,900</b>	<b>\$ 217,900</b>
060177	Reservoir (Land only)	2.00	\$ 5,000	\$ 5,000
060177	Reservoir Tank	-	\$ 630,000	\$ 630,000
070122	Chlorinator (Bldg only)	-	\$ 1,600	\$ 1,600
	Chlorinator Land	0.06	\$ 100	\$ 100
235087-1	60 Pump House Rd/Sewage Treatment Facility	4.20	\$ 20,700	\$ 20,700
	<b>Water &amp; Sewer Totals</b>	<b>6.26</b>	<b>\$ 657,400</b>	<b>\$ 657,400</b>
070109	Foot of Briggs Hill	-	\$ 900	\$ 900
060183	Town Pit	4.50	\$ 37,300	\$ 38,000
070128	Bartlett Falls Area	30.36	\$ 45,500	\$ 45,500
090170	Former Shackett & Hallock Properties	1.59	\$ 7,000	\$ 7,000
215068	Between 100 & 106 Mountain St.	0.14	\$ 200	\$ 200
225186-01	Alleyway between Church St. & School St.	0.04	\$ 100	\$ 100
225050	South Street Land on River	2.30	\$ 5,000	\$ 5,000
235174	Drake Smith Rd.	0.50	\$ 1,800	\$ 1,800
235169	Drake Smith & East Rd.	0.97	\$ 2,100	\$ 2,100
235177	Lords Prayer Rock	1.00	\$ 2,200	\$ 2,200
060209	Lover's Lane	13.49	\$ 24,400	\$ 24,400
090127-003	East 116 Saunders	40.10	\$ 57,600	\$ 57,600
	<b>Land (open &amp; with bldgs.)</b>	<b>94.99</b>	<b>\$ 184,100</b>	<b>\$ 184,800</b>
235061	Holley Hall	0.20	\$ 1,541,500	\$ 1,541,500
225044	Howden Hall and Coach House	1.00	\$ 230,500	\$ 230,500
225192	Park and Bandstand	1.50	\$ 78,500	\$ 78,500
225017-1	Skating Rink	0.95	\$ 168,500	\$ 168,500
225016-1	Riding Ring	1.30	\$ 88,000	\$ 88,000
235079-001	Pottery Kiln	-	\$ 3,200	\$ 3,200
235024-1	Library	0.17	\$ 411,300	\$ 411,300
	<b>Remaining Buildings &amp; Land</b>	<b>5.12</b>	<b>\$ 2,521,500</b>	<b>\$ 2,521,500</b>
225036	New Fire Station & Land	2.86	\$ 3,057,600	\$ 3,057,600
	<b>Total Fire Department</b>	<b>2.86</b>	<b>\$ 3,057,600</b>	<b>\$ 3,057,600</b>

## CAPITAL RESERVE FUNDS REPORT

### **CAPITAL BUILDING RESERVE FUND:**

June 30, 2019 Balance	\$ 178,093
FY20 Voted Appropriation	\$ 30,000
Additional Appropriation per Article 7 Town Meeting 2019	\$ 20,000
Interest Income	\$ 251
Expenditures	\$ (28,941)
June 30, 2020 Balance	\$ 199,403

FY2020 expenses consisted of painting Howden Hall.

### **HOWDEN HALL CAPITAL BUILDING RESERVE FUND:**

June 30, 2019 Balance	\$ 1,222
Interest Income	\$ 3
Expenditures	\$ (0)
June 30, 2020 Balance	\$ 1,225

### **PEVERILL PEAKE FUND:**

June 30, 2019 Balance	\$ 4,529
Interest Income	\$ 9
Expenditures	\$ (0)
June 30, 2020 Balance	\$ 4,538

This fund was created as the result of a bequest of approximately \$59,000 from the late Peverill Peake to the Town for use in the improvement, renovation, and maintenance of Holley Hall.

### **CONSERVATION RESERVE FUND:**

June 30, 2019 Balance	\$ 48,860
FY20 Voted Appropriation	\$ 10,000
Interest Income	\$ 93
Expenditures	\$ (5,000)
June 30, 2020 Balance	\$ 53,953

FY2020 expenses were to assist with the conservation of the Fuller property on 116 South along the river corridor.

### **FIRE CAPITAL EQUIPMENT RESERVE FUND:**

June 30, 2019 Balance	\$ 83,321
FY20 Voted Appropriation	\$ 25,000
Interest Income	\$ 172
Donations	\$ 3,345
Expenditures	\$ (11,935)
June 30, 2020 Balance	\$ 99,903

FY2020 expenses included the replacement of Self-Contained Breathing Apparatus Cylinders.

**FIRE CAPITAL VEHICLE RESERVE FUND:**

June 30, 2019 Balance	\$ 245,045
FY20 Voted Appropriation	\$ 100,000
Sale of Equipment	\$ 0
Interest and Miscellaneous Income	\$ 1,724
Expenditures	\$ (0)
June 30, 2020 Balance	\$ 346,769

**CAPITAL ROAD FUND:**

June 30, 2019 Balance	\$ 148,326
FY20 Voted Appropriation	\$ 40,000
Interest Income	\$ 178
Expenditures	\$(192,553)
June 30, 2020 Balance	\$ (4,049)

FY2020 expenses went toward updating the stormwater drainage on East and West Street.

**CAPITAL PAVING FUND:**

June 30, 2019 Balance	\$ 52,861
FY20 Voted Appropriation	\$ 125,000
Town Meeting 2020 Article 10	\$ 25,000
Interest Income	\$ 106
Expenditures	\$ (26,740)
June 30, 2020 Balance	\$ 176,227

FY2020 expenses were related to paving a portion of Lower Notch Road and completed patch paving on Pine Street.

**HIGHWAY CAPITAL EQUIPMENT RESERVE FUND:**

June 30, 2019 Balance	\$ 94,350
FY19 Voted Appropriation	\$ 110,000
Sale of Equipment	\$ 778
Interest and Miscellaneous Income	\$ 106
Expenditures	\$ (176,344)
June 30, 2012 Balance	\$ 28,942

FY2020 was the purchase of a new grader and the sale of the roadside mower.

**REAPPRAISAL RESERVE FUND:**

June 30, 2019 Balance	\$ 105,787
FY20 Voted Appropriation	\$ 5,000
Act 60 Annual Support	\$ 14,212
Interest Income	\$ 832
Expenditures	\$ 0
June 30, 2020 Balance	\$ 125,831

**SIDEWALK RESERVE FUND:**

June 30, 2019 Balance	\$ (4,462)
FY20 Voted Appropriation	\$ 35,000
Town Meeting 2020 Article 11	\$ 30,000
Interest Income	\$ 2
Expenditures	\$ (1,200)
June 30, 2020 Balance	\$ 59,340

**TECHNOLOGY RESERVE FUND:**

June 30, 2019 Balance	\$ 1,109
FY20 Voted Appropriation	\$ 10,000
Interest Income	\$ 2
Expenditures	\$ (3,720)
June 30, 2020 Balance	\$ 33,075

FY20 purchases include replacing computers in the Town Office.

**POLICE VEHICLE RESERVE FUND:**

June 30, 2019 Balance	\$ 27,579
FY20 Voted Appropriation	\$ 12,500
Interest Income	\$ 57
Sale of Vehicle	\$ 600
Expenditures	\$ (7,661)
June 30, 2020 Balance	\$ 33,075

FY2020 expenses include purchasing new computers for the department.

**POLICE EQUIPMENT RESERVE FUND:**

June 30, 2019 Balance	\$ 12,746
FY20 Voted Appropriation	\$ 3,000
Interest Income	\$ 32
Expenditures	\$ (1,878)
June 30, 2020 Balance	\$ 13,900

FY2020 expenses include replacing vests for officers.



## POLICE DEPARTMENT BUDGET

	2019-2020 BUDGET	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ACTUAL thru 12/31/2020	2021-2022 PROPOSED
<b>REVENUES</b>					
Detail Revenues	2,500	1,725	2,500	51	2,000
Dog Officer					1,500
Town Traffic Patrol Contract	10,000	10,000	12,000	6,000	12,000
MAUSD Contract	18,000	18,801	18,750	0	18,750
Non-District Services to Town	5,400	4,050	6,600	1,815	6,600
GHSP Grant		2,521			
Fines	9,000	6,700	7,000	7,734	7,000
Services	2,500	2,785	2,500	1,645	2,500
<b>TOTAL NON-TAX REVENUES</b>	<b>47,400</b>	<b>46,581</b>	<b>49,350</b>	<b>17,245</b>	<b>50,350</b>
% change from prior budget	23.4%		4.1%		2.0%
<b>NET RAISED BY TAXES</b>	<b>421,369</b>	<b>421,369</b>	<b>403,020</b>	<b>201,510</b>	<b>405,637</b>
% change from prior budget	-0.4%		-4.4%		0.6%
<b>TOTAL REVENUES</b>	<b>468,769</b>	<b>467,950</b>	<b>452,370</b>	<b>218,755</b>	<b>455,987</b>
% change from prior budget	1.6%		-3.5%		0.8%
<b>EXPENSES</b>					
Full-time Salaries	172,891	123,883	167,640	61,730	162,000
Part-time Salaries	19,755	18,592	21,270	8,416	21,800
Detail Labor	2,800	708	2,000	0	2,000
Clerical	9,446	4,374	7,000	2,394	8,000
Administration	0	5,305	0	0	0
Overtime & Shift Differential	31,981	47,374	30,500	22,098	31,260
FICA/MEDI	18,141	14,759	17,640	7,211	17,400
Health Insurance	48,615	50,128	59,070	30,278	58,200
Retirement	15,240	13,215	15,200	6,587	15,461
Worker's Comp	40,697	26,535	19,810	18,002	20,389
Disability Insurance	1,605	1,297	1,610	865	1,610
Uniforms	2,000	4,812	2,000	3,797	2,500
Training	2,000	30	2,000	0	2,000
Computer	4,750	4,728	4,750	0	4,750
Office Supplies	2,500	2,425	2,500	279	0
Equipment	500	2,626	500	135	1,000
General Supplies	750	597	750	888	3,300
Vehicle Gas/Oil	7,500	5,256	7,500	2,216	7,500
Advertising	0	565	500	0	0
Vehicle Maint.	5,500	4,933	5,500	3,037	5,500
Facility Expenses	43,000	43,431	47,510	25,693	48,700
Postage	270	258	300	14	300
Communications	9,100	8,369	9,500	3,049	10,500
Legal expenses	1,000	22,749	2,000	8,913	2,000
Dues	200	340	200	100	400
Property & Liability Insurance	12,929	9,665	9,420	8,875	11,217
Capital Vehicle Reserve	12,500	12,500	12,500	0	15,000
Capital Equipment Reserve	3,000	3,000	3,000	0	3,000
Miscellaneous	100	175	200	0	200
Crime Prevention	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>468,769</b>	<b>427,325</b>	<b>452,370</b>	<b>214,578</b>	<b>455,987</b>
% change from prior budget	1.6%		-3.5%		0.8%

## SEWER DISTRICT BUDGET

	2019-2020 BUDGET	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ACTUAL
<b>REVENUES</b>				thru 12/31/2020
User Fees	55,460	55,635	55,460	27,442
Interest & Penalty Charges	200	66	200	0
Misc. & Allocation Revenue	0	0	0	0
<b>TOTAL REVENUES</b>	<b>55,660</b>	<b>55,700</b>	<b>55,660</b>	<b>27,442</b>
	32.8%		0.0%	
<b>EXPENSES</b>				
Admin/Clerical Salaries	3,400	2,913	3,000	1,360
FICA/Medicare	255	203	233	97
Health Insurance	675	657	800	420
Retirement	255	303	233	0
Disability Insurance	70	28	70	16
Operating Contract	7,938	7,938	7,938	4,631
Supplies	1,000	56	1,000	117
Insurance	205	174	205	203
Debt Retirement	12,295	12,239	12,290	11,551
Capital Reserve Fund	5,467	5,467	5,500	0
Maintenance & Septic Tank	20,100	17,103	20,091	2,680
Testing	1,000	370	1,000	0
Engineering	3,000	3,248	3,300	873
Miscellaneous	0	0	0	0
<b>TOTAL EXPENSES</b>	<b>55,660</b>	<b>50,700</b>	<b>55,660</b>	<b>21,947</b>
	32.8%		0.0%	

The proposed FY2022 Sewer District budget will be presented, reviewed, and voted on at the annual Sewer District meeting at the end of May or early June 2021.

## WATER DISTRICT BUDGET

	2019-2020 BUDGET	2019-2020 ACTUAL	2020-2021 BUDGET	2020-2021 ACTUAL
<b>REVENUES</b>				thru 12/31/2020
Water Rents	293,913	304,213	316,874	95,930
Interest & Penalty	4,000	4,438	4,000	977
Water Service Connection Fees	500	1,042	500	-
Sugar Wood Revenue	950	868	950	-
Miscellaneous Revenue	100	616	100	-
<b>TOTAL REVENUES</b>	<b>299,463</b>	<b>311,176</b>	<b>322,424</b>	<b>96,908</b>
% change from previous budget year	16.3%		7.7%	
<b>EXPENSES</b>				
Personnel/Labor	2,000	1,139	2,000	1,085
Admin/Clerical Salaries	11,500	12,498	11,669	5,792
FICA/Medicare	863	949	904	490
Health Insurance	2,515	2,363	2,830	1,749
Retirement	863	1,211	904	-
Disability Insurance	140	107	140	60
Supplies	16,000	22,686	31,900	20,935
Meters, Touchpads, etc.	800	598	850	4,017
Electricity - Pump	33,000	33,503	33,000	16,077
Electricity - Basin St. Building	500	244	500	125
Operating Contract	71,442	71,442	71,442	41,675
Contracted Services	30,100	52,640	30,100	43,766
Postage & Office Supplies	1,000	258	500	-
Communications	600	-	300	-
Insurance	1,300	1,269	1,400	1,334
Building Overhead & Maintenance	6,600	7,363	6,600	1,467
Compliance Testing	2,000	1,902	2,000	1,755
Vt Water System Fee	4,200	4,518	4,200	2,075
Property Tax - Lincoln property	360	377	400	395
Bond and Note Payments	85,680	73,241	89,720	60,204
Capital Reserve Fund	25,000	25,000	28,065	-
Transfer to Capital Roads - Paving	2,500	-	2,500	4,588
Miscellaneous	500	-	500	-
<b>TOTAL EXPENSES</b>	<b>299,463</b>	<b>313,307</b>	<b>322,424</b>	<b>207,586</b>
% change from previous budget year	16.3%		7.7%	

The proposed FY2022 Water District budget will be presented, reviewed, and voted on at the annual Water District meeting at the end of May or early June 2021.

# TOWN DEPARTMENT REPORTS

# BRISTOL SELECTBOARD and TOWN ADMINISTRATOR ANNUAL REPORT

This past year has been unlike any other we have seen in our lifetime: worldwide pandemic, social and political unrest, economic crises, and more. Despite the profound impacts these things have had on the people and businesses in our community, Bristol's local government continued to operate and carry on our essential functions.

Though the Town Office closed to the public in mid-March, the Town Clerk's office remained open every day for the same regular office hours and still provided limited services by appointment while following strict protocols. Those employees that could shifted to working from home, which was not an option for the Police Department and some other employees. Though Public Works employees followed the stay-at-home orders until lifted, they still responded to storm events and other essential situations. The Recreation Department's events and programming were turned upside down, and the Teen Center closed. Through all this, everyone figured out how to make things work as best they could. For many, the workloads did not change but were compounded and made more complicated. In-person meetings were substituted with Zoom. Plexiglass barriers were installed. Bottles of hand sanitizer are everywhere, and frequent sanitizing protocols continue to be followed.

Major community events, such as the 4<sup>th</sup> of July celebrations, Memorial Day events, Harvest Festival, Pocock Rocks, and more were canceled. Two major elections were accomplished. And for this year Town Meeting will be by Australian ballot only—no in-person floor meeting. However, we will be holding two informational meetings via Zoom on the evenings of February 22 and March 1. See below for more information.

In no particular order, below are some of the important benchmarks of this past year, followed by highlights of the proposed FY2022 budget. As we look to the year ahead, it is difficult to predict what the new normal will be, when our traditions can resume, and how they might be forever changed.

## **Main Street Lighting and Sidewalk Improvement Project/VTrans Paving Project**

Though COVID-19 contributed to it getting off to a slow start, a significant accomplishment this year was completing the Main Street lighting and sidewalk improvement project after having been intertwined with the long-awaited VTrans paving project from the Lord's Prayer Rock to Airport Road. The lighting and sidewalk project included complete replacement of the southerly sidewalk, replacement and re-wiring of the ornamental streetlights, replacement of the crumbling brick areas



Photo: Ian Albinson

with stamped concrete, resetting the granite curbing, improving the crosswalk across from the National Bank of Middlebury, and the addition of a new ADA parking space near the laundromat. It was funded in part through a \$100K Vermont Downtown Transportation Fund grant and a \$42K grant through the VTrans Bicycle & Pedestrian Program.

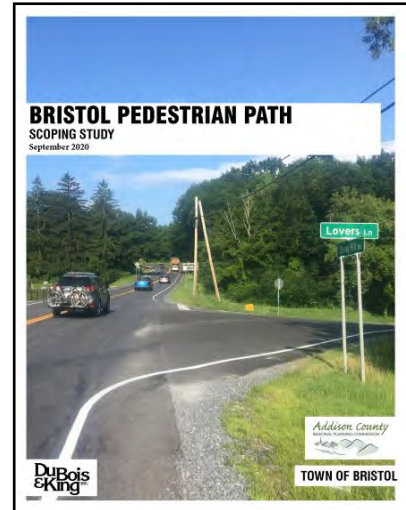
## **Sidewalks**

### Mountain Street

After a series of delays beginning from the previous year, approximately 530 feet of sidewalk on Mountain Street, between Garfield and Spring Streets, was replaced by Sargent Concrete and Construction. The next sections scheduled to be replaced this coming year are on East Street.

### Stoney Hill Sidewalk Scoping Study

DuBois & King completed a scoping study of a new sidewalk up Stoney Hill from Lovers Lane to Airport Drive in September. They identified three potential alignments. The all-season, concrete, ADA-accessible sidewalk up Stoney Hill in the road right-of-way was the most complicated and expensive. Two three-season, non-ADA alternative woodland alignments were identified that could be implemented at relatively low cost and would require agreements with private property owners. The project was funded with a grant through the Addison County Regional Planning Commission.



## **2019 Halloween Storm – Recovery Continues**

Recovery continues from the Halloween storm of 2019. Grant funding was successfully secured through the U.S. Natural Resources Conservation Service (NRCS) Emergency Watershed Protection Program (EWP) to assist several private property owners whose properties suffered damage that threaten to undermine one or more structures. One streambank repair was completed on Lewis Creek off Ireland Road. The repair of a slope failure behind West Street involving multiple property owners continues to be explored.

Thanks to the diligence of Pete Diminico, the Town received a 75% FEMA grant award to repair the Eagle Park universal fishing platform. That work has not yet been initiated. Though Pete passed away in December, we will continue with this work and ensure that access is repaired and remains accessible.

Unfortunately, the grant application submitted to the Better Roads Program seeking funds to upgrade the Mountain Street and Spring Street intake and culverts was not funded.

## **Emerald Ash Borer**

In June 2019, the EAB was discovered in Bristol on a dead ash tree on North Street--the first confirmed sighting in the Champlain Valley and possibly the first urban (village) street tree reported in Vermont. With assistance from a grant through the Vermont Department of Forests, Parks and Recreation Urban & Community Forestry Program, an Emerald Ash Borer Strategic Plan Committee was appointed in August to inventory the location of ash trees on Town

properties, including all parks and along Town roads, and come up with a strategic management plan for either their protection or removal. We can expect to hear more about this in the year ahead.

### **Revolving Loan Fund**

In April, in response to the financial stress many Bristol businesses were experiencing from needing to close their establishments to the public, the Selectboard offered to suspend RLF loan payments to borrowers until the Governor's Emergency Order has been officially lifted plus an additional 30 days after that. In addition, the following 90 days would be interest-only payments, and then loan payments would resume as normal. The terms of loans adjusted through this offer would be extended by the suspension length of time.

Established in 1984, the fund continues to be available to Bristol businesses, organizations, and individuals for activities that would benefit low and moderate-income people by conserving, improving, or expanding housing; creating and retaining jobs; or improving public facilities, either in support of housing or economic development activities or where there is a threat to public health and safety.

### **Public Works Facility Site and Needs Analysis**

The Bread Loaf design team of Middlebury was selected in July to evaluate the current and future needs of the Public Works Department at their facility located at 80 Pine Street. Their challenge is to develop a space, site, cost analysis, and conceptual plans for recommended improvements; and produce a cost-effective and realistic plan for addressing the Public Works Department's current and long-term needs.

The scope was then enlarged to include the analysis of the potential to co-locate a new Police Station on the site. The Police Department is currently located in rental space at the Bristol Works campus on Munsill Avenue. The 10-year lease term is up in 2023.

Preliminary concepts were developed. A subsurface soil investigation was initiated in late November to better understand the site's stability for new development. The Selectboard will be evaluating this report in the coming year and determine which direction the project will go.

### **Winter Maintenance and Class 4 Road Policies**

The Selectboard adopted a Winter Maintenance Policy in December that articulates priorities for winter road maintenance practices, including the clearing of sidewalks, the use of sand and salt, snow removal, and other procedures. It can be found on Bristol's Web site in the Documents section and at <https://bit.ly/2XsRJIX>. The Selectboard plans to take a closer look at maintenance policies for Class 4 and private roads in the year ahead.

### **Stoney Hill Business Park, Housing Project, and Infrastructure**

The Town continued to collaborate with Stoney Hill Properties, LLC (SHP) to complete the infrastructure on Firehouse Drive and ultimately see the development of a business park and new housing adjacent to the Fire Station. The Town received a grant through the Northern Border Regional Commission (NBRC) for up to \$500,000 to construct the infrastructure from West Street along Firehouse Drive into the business park. SHP would be responsible for all matching

and other costs, and this extension of Firehouse Drive would need to be owned by the Town. The Town hired Green Mountain Engineering in May to work with the SHP design team to develop the site and infrastructure design plan. The presence of archaeologically sensitive areas presented a challenge and some delay. The goal is still for the project to complete permitting through the summer and begin construction in the fall of 2021.

### **Basin Street Improvement Project**

In February, Alan Huizenga from Green Mountain Engineering presented an updated report and recommendations for improving the Basin Street alignment and slope. The 20% grade would start back further down the road instead of at the top of the hill and include a new sidewalk and new guardrail at the top of the slope on Main Street, stormwater improvements, and regrading of the slope. A grant application was submitted to the Municipal Highway & Stormwater Mitigation Program in October but was not funded as the total of all the requests far exceeded the funds available. A grant application was then submitted to the Vermont Transportation Alternatives Program in November. If funded, this would be a multi-year project and require additional sources of funding.

### **Stormwater Management**

The Town received two Clean Water Block Grants with assistance from the Addison County Regional Planning Commission for 100% funding to develop final plans for the stormwater infiltration chamber off School Street at the Town Green and two infiltration chambers behind Bristol Elementary School. Though a little bit behind schedule, these projects are expected to be bid and completed by the end of this upcoming year.

### **Bristol CORE and Collaborations**

The Town continues to work closely with Bristol CORE to support Bristol's designated downtown and promote Bristol's amazing assets. Executive Director Ian Albinson has played an important role as a boots-on-the-ground liaison between the Town and VTrans during the Main Street Lighting and Sidewalk project and was an important conduit of information for the many businesses and residents affected by the project. He recently announced his intention to step down as Executive Director, so finding his successor will be a focus in the months ahead.

### **Acorn Landfill Solar Project**

Acorn Co-operative of Middlebury approached the Town of Bristol in April to develop a solar project on the old Landfill. Following a series of meetings and presentations of the concept, the Selectboard accepted their proposal. Acorn is currently going through the State Public Utility Commission for the Certificate of Public Good. This project is expected to be a public project that will allow Bristol residents to purchase solar units from Acorn or its subsidiary as a renewable energy source.

### **Green Lantern Solar Project, Route 116 South**

The Town of Bristol entered into a net-metering agreement with Green Lantern Solar in March to be off-takers of solar electricity from their project on Route 116 South that is expected to save the Town \$4,000 annually in municipal electric costs for 20 years. The energy produced by the array will offset power used by Holley Hall, the Fire Station, the water system pump house, and the Town Garage.



### **Town Clerk and Treasurer Appointed**

At last year's Town Meeting, voters approved changing the Town Clerk and Town Treasurer positions from elected to appointed. In April, Jennifer Myers was appointed Town Treasurer, and Sharon Lucia was appointed Town Clerk, both for one-year terms during this period of transition.

### **Transition in the Lister's Office**

Long-time Lister Craig Scribner did not seek reelection in March but continued to work with the Lister's Office on a contract basis into the summer. Meanwhile, Lister Mark Bouvier was carrying on the Lister's work amid two vacant seats. In October, the Selectboard appointed Dave Cobb to the vacant seat that would have run to March 2021 and Patricia King to the vacant seat that would have run to March 2023. Both will need to seek reelection in March 2021 if they wish to continue in the positions. The Selectboard has begun considering whether to seek professional Assessor services to support the work of the Listers.

### **Police Department / Union Contract**

The Bristol Police Department went through several transitions this year and had two vacant full-time positions for a time. Following an extended leave, Officer Jori Fairbanks is no longer working for the Town of Bristol. Officer Andrew Biondi came on board in April, and part-time officer Joshua Turner was promoted to full time in October. After more than a year of negotiations, the Police Union contract was adopted in June.

### **Community Policing**

A Community Conversation on Bristol Policing was held in August, attended by nearly 60 citizens, both in person and via Zoom, and moderated by Sen. Christopher Bray, D-Bristol. Topics included de-escalation and bias training, mental health support, policing alternatives, and police funding. Those who attended expressed interest in continuing the conversation.

### **Unified Development Regulations**

This past year, the Planning Commission put forward, the Selectboard approved, and voters adopted Bristol's first Unified Development Regulations (UDR) that combines new subdivision regulations and the existing zoning regulations in a single document. It also includes new Planned Unit Development provisions, new definitions, a new section allowing On-Farm Accessory Businesses, and transforms the Zoning Board of Adjustment into a new Development Review Board.

### **Development Review Board**

As the calendar year came to a close, the Selectboard adopted a resolution dissolving the Zoning Board of Adjustment and forming a new 7-member Development Review Board. Kevin Brown, Esq., Brenda Tillberg, and Carol Clauss were appointed to 3-year terms. John Moyers, Ted Desmond, and Paul Jackman were appointed to 2-year terms. Tom Wells was appointed to a 1-year term, and Robert Rooker and Josh Crandall were appointed as Alternates for 1-year terms.

### **Town Plan Adoption**

With assistance from a Municipal Planning Grant and the Addison County Regional Planning Commission, the Bristol Planning Commission completed an update of the Bristol Town Plan.

Following two public hearings, the Selectboard voted to adopt the updated Plan at their December 14 meeting. The Plan includes a new Enhanced Energy Plan, contains a new flood resilience section, updates the Natural Resources chapter to include forest blocks, and updates the goals, policies, and implementation section. **Article 5** asks voters whether to approve the updated Town Plan, which can be found on Bristol’s Web site and at <https://bit.ly/2U3hk9M>.

**Selectboard Transition and Liaisons to Departments and Operations**

At the March Town Meeting, Darla Senecal was elected to fill the vacancy left by Peter Coffey, who did not seek reelection. Selectboard members serve as liaisons to specific departments or operations as a resource and share information about activities, issues, concerns, or other matters of interest with the rest of the board.

Department/Operation	Liaison
Fire	Ian Albinson
Lister	Joel Bouvier
Planning & Zoning	Michelle Perlee
Police	Ian Albinson
Public Works	Peeker Heffernan
Recreation	Darla Senecal
Revolving Loan Fund	Michelle Perlee
Water and Sewer	Joel Bouvier

**Town Meeting Info**

Due to the pandemic, there will be NO IN-PERSON Town Meeting on Monday, March 1, 2021. All articles this year will be voted by Australian ballot on Town Meeting Day, Tuesday, March 2, 2021. Voters will have two options to cast their ballots:

- (1) at the polls at Holley Hall on Town Meeting Day, Tuesday, March 2, 2021 from 7:00am to 7:00pm, or
- (2) by absentee ballot.

To request a ballot or register to vote, contact the Town Clerk’s office at (802) 453-2410 ext 5 or by e-mail [clerk@bristolvt.org](mailto:clerk@bristolvt.org). Ballots can be returned by mail or dropped off at the secure drop box outside the Town Office by 7:00pm on Tuesday, March 2, 2021. COVID-19 safety guidelines and protocols must be followed for all in-person voting. Masks are required at all times.

Informational Meetings

Town Meeting informational meetings will be held on **Monday, February 22 at 7:00pm** and **Monday, March 1, 2021, at 7:00pm** online via Zoom. Informational meetings for the Police District will be the same evenings beginning at 6:30pm via Zoom using the same login information. Because voters will not have an opportunity to discuss the various articles as part of the traditional in-person meeting, these informational meetings are intended to provide an opportunity for that discussion.

**Changes in the Town Meeting Warning**

Changes have been made in this year’s Town Meeting warning to accommodate the all-Australian ballot approach. Unlike articles at the in-person Town Meeting, Australian ballot articles cannot be amended; they are either YES or NO. However, there will be two informational meetings posted above.

### Article 1: Election of Town Officers

Rather than the traditional general reference to electing local officials by Australian ballot, **Article 1** lists the Town officers to be elected this year.

### Article 2: CHANGE in Due Dates of Payment of Taxes

**Article 2** proposes changing the property tax payment due dates from the long-time tradition of November 5 and April 5 of each year to **November 15** and **April 15**. This would help avoid any future overlaps with a national election occurring on the first Tuesday in November. It would also help align taxpayers' expectation of paying taxes on April 15 to federal, state, and municipal governments.

### Article 3: Delinquent Tax Penalty

Three years ago, voters approved from the floor reducing the penalty for delinquent taxes from 8% to 4%. Last year we learned that voters would need to vote to adjust the rate *each* year; otherwise, it reverts to the statutory 8%. **Article 3** proposes the penalty be kept at 4%, in part to reflect the will of the voters from the previous meetings, and to acknowledge that the pandemic has resulted in economic hardship for many members of the community.

### Article 4: Selectboard Compensation

Traditionally, the floor vote article asked voters to set the salaries to be paid to Selectboard members and there may or may not have been discussion about it. **Article 4** specifies the current amounts for Selectboard compensation per meeting.

### Article 5: Town Plan Adoption

**Article 5** asks voters whether to adopt the updated Bristol Town Plan. It includes a new Enhanced Energy Plan, contains a new flood resilience section, updates the Natural Resources chapter to include forest blocks, and updates the goals, policies, and implementation section. It can be found on Bristol's Web site and at <https://bit.ly/2U3hk9M>.

### Article 6: Transfer of Funds for Fire Engine Purchase

The Bristol Fire Department is in the process of collecting bids for the purchase of a new fire engine. A grant through the Assistance to Firefighters Grant (AFG) program enabled the department to purchase equipment that was originally planned to come from the Fire Department Equipment Reserve Fund. **Article 6** asks voters to authorize the transfer of \$75,000 from the Fire Department Equipment Reserve Fund to the Fire Department Vehicle Fund to allow for the full purchase of the new vehicle without the need to incur debt.

### Article 7: Public Works/Highway Budget

Despite increases in some materials and maintenance costs, the Public Works/Highway Department budget in **Article 7** actually reflects a *decrease* in expenses. This is largely due to having paid off the South Street Bridge loan this past year.

### Article 8: Arts, Parks, & Recreation Budget

The Arts, Parks, & Recreation Department budget in **Article 8** is basically level-funded. The 2.2% increase in expenses is largely due to increased insurance costs and facilities maintenance.

### Article 9: General Fund Budget

The General Fund Budget in **Article 9** reflects an increase in expenses of 5.8%, largely due to increased insurance costs and overhead. It also reflects an increase in the Lister budget to hire a part-time professional Assessor to assist with maintenance of the Grand List.

### Article 10: Capital Appropriations

**Article 10** asks voters to approve the same level of capital appropriations that were approved last year. This enables the Selectboard to plan for major projects without needing to borrow. The funds earn interest rather than the Town paying interest on debt.

### Voted Appropriations

**Articles 11 through 37** list individual appropriation requests from civic organizations at the same levels they were funded last year.

### **Budget Notes**

As currently proposed, the FY2022 budget reflects an increase in overall spending by \$53,902 (1.9%) and an increase in the net supported by taxes by \$38,039 (1.6%). Much of the increase is the result of increased operating expenses and insurance costs. The Selectboard and department heads worked hard to keep any tax increases to a minimum. To that end, no raises or cost of living increases for employees are included in the budget.

	<b>2020-2021 BUDGET</b>	<b>2021-2022 PROPOSED</b>	<b>\$\$ Difference</b>	<b>% Difference</b>
<b>SUMMARY OF EXPENDITURES</b>				
General Operating Fund	\$922,799	\$976,393	\$53,594	5.8%
Highway Department	\$815,365	\$809,116	-\$6,249	-0.8%
Recreation Department	\$300,653	\$307,211	\$6,558	2.2%
Voted Appropriations	\$794,004	\$794,004	\$0	0.0%
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$2,832,821</b>	<b>\$2,886,723</b>	<b>\$53,902</b>	<b>1.9%</b>
<b>SUMMARY OF NON-TAX REVENUES</b>				
General Operating Fund	\$181,052	\$193,294	\$12,242	6.8%
Highway Department	\$98,850	\$102,972	\$4,122	4.2%
Recreation Department	\$105,300	\$104,800	-\$500	-0.5%
<b>GRAND TOTAL NON-TAX REV.</b>	<b>\$385,202</b>	<b>\$401,066</b>	<b>\$15,864</b>	<b>4.1%</b>
<b>SUMMARY OF AMOUNT SUPPORTED BY TAXES</b>				
General Operating Fund	\$741,747	\$783,099	\$41,352	5.6%
Highway Department	\$716,515	\$706,144	-\$10,371	-1.4%
Recreation Department	\$195,353	\$202,411	\$7,058	3.6%
Voted Appropriations	\$794,004	\$794,004	\$0	0.0%
<b>TOTAL SUPPORTED BY TAXES</b>	<b>\$2,447,619</b>	<b>\$2,485,657</b>	<b>\$38,039</b>	<b>1.6%</b>

The FY2020 audit is taking longer than expected to complete, so information is not available yet about the FY2020 fund balance.

### **From the Selectboard**

Though so many activities and key events were canceled this year due to the pandemic, the Selectboard wants to express its appreciation for all of the wonderful volunteers and groups we have in town, such as the Fourth of July Committee, the Bristol Recreation Club, the Historical Society, the Bristol Trail Network, the Bristol Band, the Bristol Little League, and so many more. Other volunteers, such as members of the Planning Commission, Energy Committee, and Conservation Commission, and others continued with their work via Zoom meetings. All of their contributions to the community are among the many things that make Bristol such a special place to live and work.

The proposed FY2022 budget reflects the Selectboard's continued commitment to improving Bristol's sidewalks, keeping up with paving Bristol's Town roads, and trying to be fiscally responsible by putting money in other capital funds to avoid needing to borrow for projects.

### **From the Town Administrator**

The Selectboard continues to meet every 2<sup>nd</sup> and 4<sup>th</sup> Monday and will be by Zoom for the foreseeable future. The meeting agendas and Town Administrator's Reports are posted to Bristol's Web site at [www.bristolvt.org](http://www.bristolvt.org) and are distributed by e-mail to anyone who would like to be on the distribution list. The agenda is also posted on Front Porch Forum and Bristol's Facebook page. Check it out at [www.facebook.com/bristolvt/](https://www.facebook.com/bristolvt/) and consider joining the more than 700 others who have "liked" or are following the page. Meeting minutes are available online at [www.bristolvt.org](http://www.bristolvt.org). The meetings are also filmed by NEAT and can be viewed anytime on their Web site at [www.neatbristol.com](http://www.neatbristol.com).

I continue to serve on the Addison County Economic Development Corporation's board and its Regional Economic Development Strategy (REDS) Committee. I am also Bristol's representative on the Local Emergency Planning Committee #8 for Addison County and the alternate representative to the Addison County Solid Waste Management District (Joel Bouvier is the primary representative).

I am also Bristol's Emergency Management Director, which added new challenges as we all navigated how to deal with a global pandemic while carrying out our essential functions. I am a member of the Addison County Recovery Team hosted by the Addison County Economic Development Corporation and participate in weekly briefings hosted by Vermont Emergency Management. In keeping with the Governor's stay-at-home order, I have been working primarily from home since mid-March, going into the office about twice a week while following proper protocols. Things got off to a slow start technologically, but a new laptop, purchased with COVID-19 relief funds, improved things considerably. The days and evenings have blended together, and the weeks have gone by in a blur. Those days I am in the office remind me how important it is to have face to face (or mask to mask) interactions with the people I work with and to be able to catch up on things and have conversations that just do not happen through e-mail or phone calls.

We want to thank all of the Town staff, who work together to deliver essential services for the community. Special thanks to the many citizens who volunteer countless hours of time and other resources serving on boards, committees, and commissions. And special thanks to all of the Town employees and volunteers who have had to change the way they work because of the pandemic and be open to the many changes that have confronted us this year. We appreciate all of you and would not be successful without your commitment to this town.

Respectfully,

Michelle Perlee  
Selectboard Chair

Valerie Capels  
Town Administrator



Photo: Meridith McFarland

## CLERK and TREASURER'S REPORT

This year the Clerk's Office continued work through the electronic land records system implemented two years ago. As a result of COVID, the State of Vermont offered grants to Towns to scan in Land Record Books to reduce the need for researchers to be on-site. The Town of Bristol took advantage of the grant offer and had documents scanned going back forty years, which is available for researchers through the electronic land record system. The Clerk also obtained a grant from the Center for Tech and Civic Life (a non-profit organization) to be used for planning and operating a safe and secure Election. The Town was able to purchase additional items to protect our Election workers and voters as well as update some equipment used for Elections.

We strive to keep the residents of Bristol informed by posting information on our town website ([www.bristolvt.org](http://www.bristolvt.org)), on Front Porch Forum, and on Facebook. All of these sites can be useful tools to review agendas and meeting minutes along with any other happenings that may be orchestrated by any town departments, including but not limited to road closures/delays, water projects, and more.

Below are some reminders and frequently asked questions.

**Property Taxes** - Tax bills are mailed once per year. Tax bills are typically sent out in the middle of September, with due dates of November 5<sup>th</sup> and April 5<sup>th</sup>. If the due date ever falls on a weekend, it is pushed to the next business day. We do accept pre-payments for your property taxes and will note that on the tax bill before it is sent. Any state payment that is received by the Town will also show on the tax bill. If you don't see a state payment, please contact the Vermont Department of Taxes. The Town does not accept debit or credit cards, postmarks, or postdated checks. There is a lockbox inside our office door (emptied daily) where you can securely put your payments.

**Voting** - You can register to vote at any time throughout the year here in the office. You can also register online through the Vermont Secretary of State's My Voter Page at [www.mvp.vermont.gov](http://www.mvp.vermont.gov). We always have ballots for early voting at least two weeks before any election. You can absentee vote by calling the Town office and request a ballot be sent to you or request to pick up a ballot and/or request a ballot through the Secretary of State's My Voter Page. All absentee ballots must be returned by the close of the polls on election day in order to be counted for the election.

**Dog licenses** - Prior to April 1<sup>st</sup>, spayed or neutered dogs are \$9.00 per license and \$13.00 for non-spayed or non-neutered dogs. After April 1<sup>st</sup>, spayed or neutered dogs are \$11.00 and \$17.00 for non-spayed or non-neutered dogs. Licenses and tags may be sent in the mail to you if you send us a copy of the dog's rabies certificate with a check for the fee.

**Notary Public Services** - The Clerk's office provides free Notary Public services. Please do not sign your documents before you come to the office, as you need to sign them in front of the Notary Public. Please also remember to bring picture identification.

**Birth and Death Certificates** - Certificates can now be obtained from any Town Clerk's office in the State of Vermont. There is a form to be filled out to request a Birth or Death Certificate, and you must provide identification. The fee for a certified copy is \$10. A copy of the form can be found on our website on the Clerk/Treasurer page or on the Vital Records website.

**Marriage Licenses** - There are two steps to getting a marriage license in Vermont. First, complete an application form with all of the required information. Second, bring the application form to the Town Clerk's office, and we will use the information on the application form to officially create the marriage license. Marriage licenses cost \$60 for the license and an additional \$10 if you would like a certified copy once we receive it after the ceremony. The application form is available on the Town's website.

As always, we would like to thank the residents of Bristol for the opportunity to serve a community we love and for their continued support.

Respectfully submitted,

Sharon Lucia, Town Clerk  
Jen Myers, Treasurer





## DEPARTMENT OF PUBLIC WORKS REPORT

In 2019/2020, the Department of Public Works (DPW) had a busy winter with snow and ice storms that started in November and lasted until the middle of April. When the weather finally warmed up, we swept the streets, painted crosswalks, and got through our regular mud season. Unfortunately, with COVID-19, things were delayed in various ways throughout the year.

The DPW prepped and paved Lovers Lane, a section on Lower Notch Road, Elm Street, and Taylor Street. This included ditching, culvert replacement as needed, and hydroseeding and shouldering. We also ditched on Upper Meehan from Meehan Road's intersection to the top of Earl's Hill, changing three culverts in the process and stone lining the ditches.

In addition, the DPW also completed regular routine maintenance along with the following:

- Spread 1,264 yards of gravel on the Town's dirt roads.
- Sprayed 6,000 gallons of chloride on the Town's dirt roads for dust control.
- Placed 280 yards of stone for ditch erosion prevention along Town roads.
- Put up 3,800 yards of winter sand in preparation for the next winter season.
- Upgraded 220 feet of culvert.
- Rented a larger excavator with hammer to break up rocks at Upper Notch Road and Upper Meehan Road.
- Ditched two thirds of Upper Notch Road.
- Water Department - assisted with water line repairs and installing new hydrants.
- Finished repairing flood damage from last year.
- Repaired equipment to get ready for spring and summer work between storms and keep trucks repaired after storms.
- Prepared for the fall/winter season.

We are in the process of getting the Notch Road ready to pave in the next couple of years, which includes ditching, culvert replacement, hydroseeding, and stone lining the ditches on the hill.

The Department of Public Works would like to thank Bristol residents for their understanding and patience throughout the year and let us know when problems need attention. I would also like to thank the contractors who worked with us over the year.

All of this work, which we face annually, couldn't be accomplished without Cale, Jared, Mike, and Josh's hard work and dedication. Also, I would like to thank the Bristol Fire Department and Bristol Police Department, along with the Town office, who help us throughout the year.

Respectfully submitted,

Eric Cota  
Department Public Works Foreman

## TOWN OF BRISTOL EQUIPMENT LIST

<b>Department of Public Works</b>	1987	York Rake
	2001	Galion Grader 8706 w/Snow Equipment
	2001	Ford F350 with Snow Plow
	2004	John Deere Front End Loader
	2005	10-ton Hudson Trailer
	2006	Cross Country Trailer
	2007	Kobelco Excavator
	2007	22-ton Trail Boss Equipment Trailer
	2008	14-foot Protec Snow Pusher
	2010	John Deere 7130 Tractor with Farm Loader
	2012	Cross Country Flatbed Trailer
	2013	International DuraStar Dump Truck
	2013	Kubota Sidewalk Tractor
	2015	Mack Granite Dump Truck
	2018	Freightliner Dump Truck with Plow and Wing
	2019	International HX 620 Plow
	2019	B-B Trailer
	2019	John Deere 672G Motor Grader
<b>Bristol Fire Department</b>	1993	Ford F450 Brush Truck
	1997	Spartan Fire Engine – Class A Pumper
	2001	Ford F550 Heavy Rescue Truck
	2007	Spartan Pumper / Tanker
	2009	Ford F550 Hose Reel Truck-Pumper
<b>Bristol Police Department</b>	2014	Ford Interceptor
	2018	Ford Explorer
	2020	Ford F-150 Pickup

<b>DEPARTMENT OF PUBLIC WORKS</b> <b>CAPITAL EQUIPMENT FUND LONG RANGE PLAN</b>
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	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>
<b>Opening Balance</b>	44,772	39,861	24,941	159,991	130,311	155,571
<b>Appropriation</b>	135,000	135,000	135,000	135,000	135,000	135,000
<b>Estimated Interest</b>	90	80	50	320	261	311
<b>Total Available</b>	179,861	174,941	159,991	295,311	265,571	290,883
<b>Equipment Item</b>	<i>Balance on grader (100K); Replace International truck-#2 (50K)</i>	<i>Balance on replaced International truck (150K)</i>		<i>Loader</i>	<i>07 Excavator</i>	<i>15 Mack w/ new snow equipment</i>
<b>Cost</b>	-150,000	-150,000	0	-175,000	-125,000	-225,000
<b>Trade in/Re-sale</b>	10,000			10,000	15,000	50,000
<b>Closing Balance</b>	39,861	24,941	159,991	130,311	155,571	115,883

The following project descriptions provide backup to the spreadsheet schedule for replacement of the Town's highway capital equipment shown above. This is a planning tool and it is inevitable that circumstances will arise that require the plan to be altered. This plan is meant to be revisited each year by the Equipment Committee so adjustments, either financial or in equipment needs, may be made. The purpose of long range planning is to maintain the equipment in working order and to maintain financial commitment and stability. This plan was designed to avoid bonding for all our equipment needs.

- |           |   |
|-----------|---|
| 2020-2021 | Pay the loan balance on the new grader. When to replace Truck #2 has not yet been determined. If replaced in FY2021, this anticipates partial payment with the balance due the following year. This is subject to change. |
| 2021-2022 | Pay balance on Truck #2 replacement. This is subject to change depending on final arrangements made for its replacement.  |
| 2022-2023 | Take a break.   |
| 2023-2024 | Replace the John Deere loader.  |
| 2024-2025 | Replace the 2007 Excavator.   |
| 2025-2026 | Replace the 2015 Mack with new snow equipment.  |

## BRISTOL FIRE DEPARTMENT REPORT

On behalf of the dedicated men and women of the Bristol Fire Department (BFD), it is my pleasure to present the department's 2020 Annual Report. We believe that the information contained in this report will add to the understanding and complete the picture of who we are as a Department, what we do as a team, and more importantly, the love and compassion we have for our community.

As a group, we faced many challenges in 2020 due to the pandemic. The ability of our fire department to face these challenges, adapt and overcome, was inspiring to me as the leader of our organization. The level of service to our residents and visitors never wavered, and our staff continued to provide the high level of service that all Bristol residents expect and have grown accustomed to.

BFD will continue to meet the challenges of our growing community and we are honored to be serving the people who live, work and visit here. Thank you for your on-going support and dedication of our department.

I would like to thank all members of our department for their professionalism and commitment. I would also like to thank the Selectboard for their leadership and support, our Town Administrator, Treasurer and Clerk, the Bristol Police Department and Public Works Department, as well as the Bristol Rescue Squad for always being there.

Lastly, I want to recognize our families and the shared sacrifice of time they make; we would not be successful without their support.

Thank you for allowing me to continue to serve as your Fire Chief. I do not take my accountability and responsibility lightly, and constantly strive to meet and exceed your expectations. It is truly an honor to serve you and look forward to another successful year of accomplishments and progress.

Respectfully,

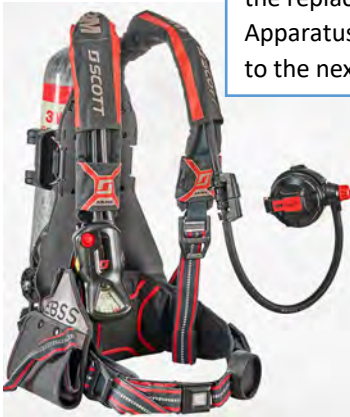
Fire Chief J. Brett LaRose



**BRISTOL FIRE STATION**  
79 West Street - Bristol, VT

**HIGHLIGHTS**

Awarded \$126,395 through the Assistance to Firefighters Grant program. Funding allocated for the replacement of the fire department’s seventeen, 20-year old Self-Contained Breathing Apparatus. The new Scott Air-Pak X3 Pro S.C.B.A. was selected to provide respiratory protection to the next generation of Bristol firefighters.



**SOLD** the town’s 1999 Ford F550 Utility Truck generating \$43,200 in revenue.

Using **Capital Equipment Funds**, purchased two **Scott X380 Thermal Imager’s** replacing the department’s two 20-year old MSA Thermal Imager’s that are no longer in serviceable condition. **Purchase price: \$16,000.**



**RETIRED:** Firefighter Chad Perlee retired from the Bristol Fire Department July-2020 following 19 years of dedicated service. Chad was an outstanding firefighter and skilled vehicle extrication technician. We commend Chad for his commitment and dedication to the department’s largest fundraising event, the \$20K Raffle which he was involved with for nearly 17 years. Chad was named the Addison County Firefighters’ Association 2009 “*Firefighter of the Year*”.

**NEW HIRES**

- Recruit Firefighter **Caleb Rockwood**
- Recruit Firefighter **Timothy O’Toole**
- Recruit Firefighter **David Fernandes**

**RESIGNATION/TRANSFER:** Firefighter Will Elwell resigned Aug-2020 transferring to another County F.D. Thank you Will for your 10 years of service to the Bristol Fire Department.

**ISO Class Rating is “4/4y”  
(Effective Date: August 01, 2020)**

In 2020, the Town of Bristol Fire Department secured a favorable Insurance Services Office (ISO) Public Protection Classification (PPC) rating of 4/4y, among the top ratings for municipalities in Vermont. The ISO Rating measures a community’s capacity for fire prevention and fire suppression, which can favorably influence the business community’s insurance rates.

The ISO conducts a periodic review of the community’s ability to respond to and mitigate a fire incident. This review is completed every six years (previous classification 5/5x). This review analyzes 911 call-processing, pre-emergency planning, fire response, fire training, the distribution of fire resources and the reliability of the water distribution grid.

Through the PPC program, ISO evaluates municipal fire-protection efforts in communities throughout the United States. In each of these communities, ISO analyzes the relevant data using a Fire Suppression Rating Schedule (FSRS). They then assign a Public Protection Classification from 1 (best) to 10 (worst). Class 1 generally represents superior property fire protection, and Class 10 indicates that the area’s fire-suppression program does not meet ISO’s minimum criteria.

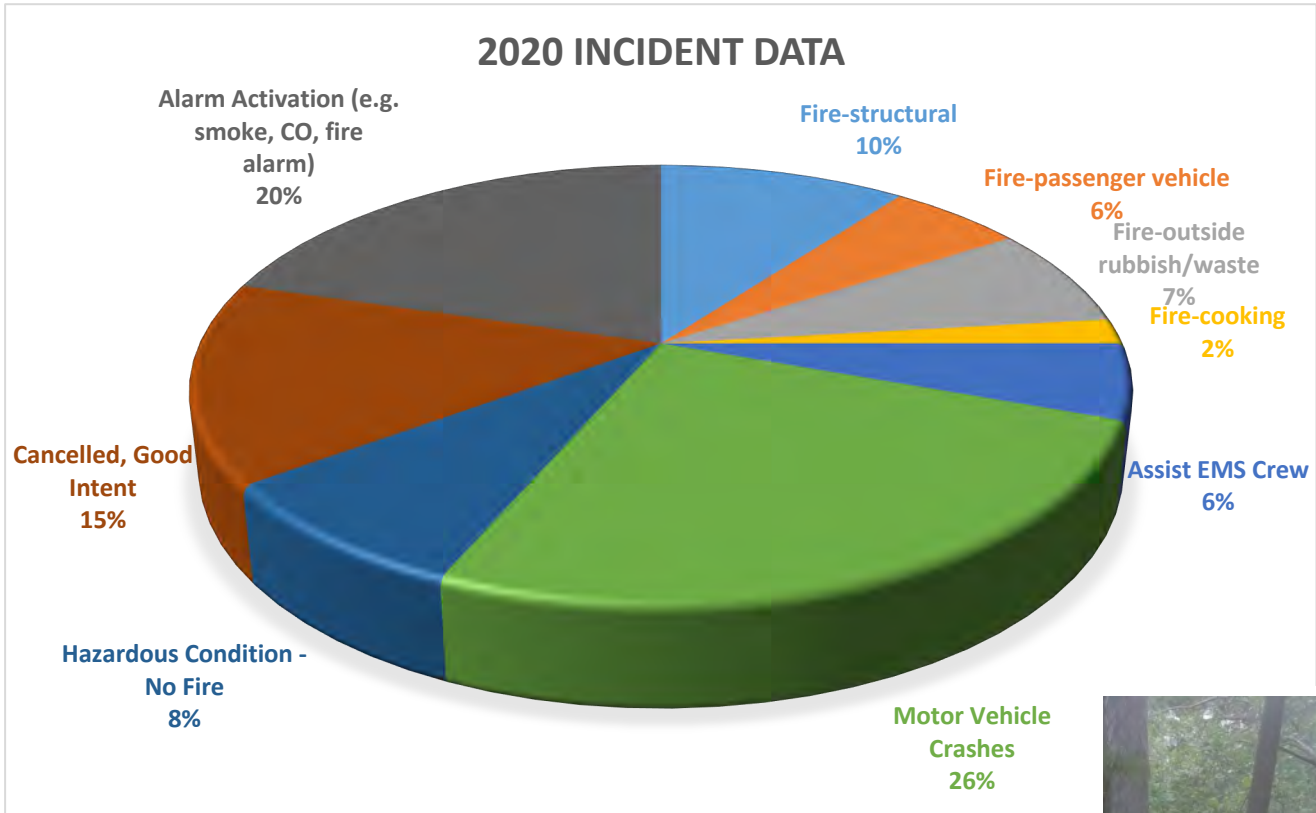


**FUNDRAISING PURCHASE:** Through the N.H. Munsill Hose, Hook & Ladder Co. (F.D. 501C3) fundraising efforts, purchased this walk-behind floor scrubber to clean the fire station apparatus bay epoxy floor.

**RESPONSE TO INCIDENTS**

The Bristol Fire Department responded to 108 calls for service in 2020. This was a significant decrease in call volume down nearly 28% from the previous year. This drop in volume was a direct result of the worldwide pandemic.

The Bristol Fire Department uses the Vermont Fire Incident Reporting System (VFIRS) to report each emergency incident. VFIRS is a member of the National Incident Reporting System (NFIRS). Our incident response statistics are compiled with all other fire departments at the state and national level. These statistics are utilized to focus on current trends and problems and to predict future ones within the fire service.



Deputy Chief Eric Forand showing his skills with a "Rescue Saw" cutting away what is left of a guardrail after a car crashed into it. Driver of the vehicle was uninjured.



Bristol and New Haven Firefighters ventilating a roof at a house fire. Bristol FD and New Haven FD work together regularly as our organizations participate in the Addison County Fire Mutual Aid system as do all Addison County Fire Department's. Most fire department's operate with reduced staffing on weekdays. The Addison County Mutual Aid system allows each F.D. to request or provide resource support through a formal agreement.



Captain Amos Martin working the line at a forest fire.

## **TRAINING**

The Bristol Fire Department is dedicated to fire training so that we can provide highly skilled firefighters, apparatus driver/operators, company officers, and chief officers to respond to emergency calls in the community. Because we respond to a wide variety of calls, we train in multiple disciplines so that we can be prepared to meet the needs of the residents and business owners when an emergency arises.

The Bristol Fire Department takes the health and safety of its firefighters very seriously, so during 2020 we followed the Governor's Orders and reworked our training program to reduce the amount of in-person training to online, where possible. Bristol firefighters were still able to complete over 600 hours of training in 2020.

Our department training program adheres to national standards and even with our adjusted schedule, we continue to ensure that all firefighters are prepared to deliver the best level of services required. Our training standards continue to provide each firefighter with the needed skills, knowledge, and abilities necessary to deliver fire and other emergency services to the public.

The Department would like to recognize Caleb Rockwood and Tim O'Toole who are currently enrolled in the Firefighter Level I pro-board certification. This 200-hour course meets the National Standard for Fire Fighter Professional Qualifications. We would also like to congratulate Nathan Booska for re-certifying as a pro-board-certified Firefighter II.

## **SMOKE AND CARBON MONOXIDE DETECTOR PROGRAM**

In its fourth year of partnership with the American Red Cross and second year with the Vermont Division of Fire Safety, the fire department continued to offer a free smoke detector and carbon monoxide detector installation program for residents. The department performed 13 installations in 2020 and will continue the program into 2021. Installations are completed under the supervision of a certified Level II Firefighter.

## **PUBLIC FIRE EDUCATION PROGRAM**

Like many other things in 2020 our public fire education program had to make some adjustments to ensure the safety of our firefighters and the general public.

During National Fire Prevention Week (October 4<sup>th</sup> - October 10<sup>th</sup>) the Department was not able to visit Bristol Elementary School classrooms as we have done in the past. We instead created a webpage full of activities based around the theme of "Serve up fire safety in the kitchen" that was shared with the students. We would like to acknowledge and say thank you to Cathy Turner for coordinating fire prevention efforts between the Bristol Elementary School and the Fire Department.

Unfortunately we have also had to stop giving fire station tours, demonstrations to Cub and Girl Scouts, and all of the other normal outreach programs we normally do. In their place we have increased our fire prevention and education messaging through our website and facebook. We will continue to evaluate according to the Governor's Orders when we can restart these programs, until then please continue to follow us on Facebook.

We are extremely proud to report that the following Bristol Elementary School students were chosen to have their artwork printed in the 2021 Vermont Division of Fire Safety calendar: Wyatt Pickering, Xander Frank, Jordyn Ringey, Julia Williamson, Mikko Lazare, Saylor Goddard, Hannah Gerrow. Congratulations! Our fire prevention program and selection of our local students' for their work in the fire safety calendar would not be possible without the hard work of Deb Mager-Rickner, Bristol Elementary art teacher.

**CAR SEAT INSTALLATION / INSPECTION CHILD PASSENGER SAFETY SEAT PROGRAM**

The Bristol Fire Department continues its work as an approved Child Passenger Safety Seat Fitting Station. Safety Seat Fitting Stations are a free and convenient way to have your child's car seat inspected by a Nationally Certified Child Passenger Safety Seat Technician. Parents and caregivers receive personal instruction on the proper selection, installation, and use of their car seats. Car seat vouchers are available for eligible families through the Vermont Department of Health.



**Recommended:**

- Rear facing until at least 2yrs. old, longer the better.
- Stay in the backseat until 13 yrs. old.
- Stay in booster until seatbelt fits properly.

**Vermont Law:**

- All infants, under 1 year old and less than 20 pounds, must ride rear facing in an approved child restraint. Infant seats must not be placed in front of an active air bag.
- All children up to the age of 8 must ride in an approved child restraint.
- All children ages 8 to 18 must ride in an approved child restraint or safety belt system.



**ANNUAL FOOD DRIVE**

In **2007** the Bristol Fire Department conducted their first "Fill the Firehouse" food drive. The goal at that time was to assist the Have a Heart Food Shelf in re-stocking their shelves. In 2014 this annual fall event was expanded and the fire departments of Lincoln, Monkton, New Haven & Starksboro came together to bolster the efforts of this food drive.

The Have-A-Heart Food Shelf serves numerous households in our 5-town area and each month, approximately 150 individuals look to this agency to assist them in putting food on the table. This food drive is now relied upon to replenish the empty shelves, especially as the holiday and winter season approaches.

The Bristol Fire Department has seen this annual event grow each year. For 2020 the results garnered over 5,900 lbs. of food and \$3,100 in cash donations.

I would like to recognize and acknowledge Retired Chief Mark Bouvier for initiating and leading this effort for the past 13 years.

**HAVE-A-HEART COMMUNITY FOOD SHELF**





## PUMPER REPLACEMENT PROJECT

The Town's frontline pumper (Engine 1) has been in service since 1997 and is identified for replacement in the FY2021/22 fire department capital replacement plan and budget. Early in 2020 the department performed a needs assessment to determine current and future operational needs in preparation for designing the new pumper. As a result of that needs assessment a working group was established and tasked with developing the replacement specifications for the new pumper. The request for proposal process is planned for early 2021. This project will be carried forward with the proposal evaluation, vendor selection and contract initiation planned for 2021 and apparatus delivery expected late CY 2022.



**Deputy Chief Eric Forand was selected to lead the "Pumper Apparatus Design Working Group" and had this to say:**

*"The apparatus design working group was formed at the end of last winter and immediately started putting together a plan to design a new frontline pumper that would best serve the Town of Bristol for many years to come. The Group began by drafting a list of potential vendors as well as beginning to draft what type of vehicle would be needed to perform its primary, secondary and tertiary functions. We then began speaking with potential vendors about seeing demo's, but unfortunately the pandemic required us to put that on hold for several months. In the interim the Group worked through drafting a bid specification that detailed what we envisioned to be our apparatus. With the arrival of summer, we had several walk-throughs of demo pumpers that vendors brought to the station providing all department personnel an opportunity to see these demo's and operate them. In addition to looking at demos, we made several trips to other fire departments to inspect their pumpers. The group utilized these opportunities to ask what other departments' experiences were like working with these fire apparatus manufacturers and ask what worked well with their design and how would you make improvements. As fall ended, we put the final touches on our draft and refined our bid schedule. The Group has done an amazing job of designing a pumper that will best serve the Town for many years to come. I would like to thank Assistant Chief Kevin LaRose, Honorary Assistant Chief Peter Coffey, Firefighter James Goodyear, Apparatus Driver/Operator Kris Perlee and Exterior Firefighter Lance Perlee for their time in making the project a success."*

Annual Fire Service Hose Testing



Annual Fire Service Ladder Testing



**FIRE DEPARTMENT CAPITAL EQUIPMENT REPLACEMENT PLAN**

<b>FY</b>	<b>Appropriation</b>	<b>Balance</b>	<b>Purchase</b>	<b>Balance</b>	<b>Description</b>
20/21	\$25,000	\$131,078	\$29,820	\$101,258	Received Assistance to Firefighters Grant (AFG) in the amount of \$126,395.24. As a condition of this grant, Town of Bristol required to contribute non-Federal funds equal to or greater than 5% of the Federal funds awarded, or \$6,319.76. Replace two (2) fire service radios (\$8,000) and two (2) Thermal Imaging Cameras (\$16,000).
21/22	\$25,000	\$126,258	\$100,000	\$26,258	Equipment for new Pumper: Ladders-10' attic, 14' roof, 16' roof, 24' extension (\$2,500), 1,200' feet of 1-3/4 Hose (\$3,500), 20' Suction Hose (\$1,500), 500' 4" LDH (\$2,500); 2-200gpm handline nozzle (\$2,250); 2-95gpm handline nozzles (\$2,250); 2-250gpm smoothbore combination nozzle (\$2,500), positive pressure fan (battery operated) (\$4,000), communication equipment purchase and installation costs (\$2,000), miscellaneous (\$2,000). Due to the success of AFG grant and the need for additional funding in the FD Capital Apparatus Replacement fund to make up shortfall for new pumper, requesting the transfer of \$75,000 from FD Capital Equipment Replacement fund to FD Capital Apparatus Replacement fund.
22/23	\$25,000	\$51,258	\$50,000	\$1,258	Replace cascade air filling system that is no longer is serviceable condition.
23/24	\$25,000	\$26,258	\$11,000	\$15,258	Replace two (2) fire service radios and ventilation saw.
24/25	\$25,000	\$40,258	\$38,000	\$2,258	Replace Hydraulic Extrication Tools (e.g. pump, cutters, spreaders, rams, hose).
25/26	\$25,000	\$27,258	\$25,000	\$2,258	Replace six (6) fire service radios.
26/27	\$25,000	\$27,258	\$25,000	\$2,258	Replace FD Repeater System and install back up power source at radio tower site or contract with vendor to perform communication tower needs assessment for emergency communications system/location.
27/28	\$25,000	\$27,258	\$25,000	\$2,258	Replace six (6) fire service radios.
28/29	\$25,000	\$52,258	\$40,000	\$27,258	
29/30	\$25,000	\$37,258	\$22,600	\$12,258	Replace Hydraulic Extrication Tools (e.g. pump, cutters, spreaders, rams, hose).
30/31	\$25,000	\$39,658		\$14,258	Equipment for new Pumper/Tanker: Ladders-10' attic, 14' roof, 16' roof, 35' extension (\$3,000), 800' 2.5" fire hose (\$3,200), 20' Suction Hose (\$1,500), 500' 4" LDH (\$3,000), nozzle (x2) (\$2,400), positive pressure fan (battery operated) (\$4,500), communication equipment purchase and installation costs (\$5,000), micellaneous (\$2,000).

**FIRE DEPARTMENT VEHICLE INVENTORY**

Year	Make/Model	Apparatus Type	Truck Body Manufacturer
1993 (body/pump) 2009 (cab/chassis)	Ford F-550	Mini Pumper-Water Supply	Dingee Machine Co.
1993 (cab chassis) 2010 body/pump)	Ford F-450	Forestry/Brush Truck	Danko
1997	Spartan	Pumper	Dingee Machine Co.
2001	Ford F-550	Heavy Rescue Truck	E-ONE
2007	Spartan	Pumper Tanker	KME

**FIRE DEPARTMENT CAPITAL APPARATUS REPLACEMENT PLAN**

FY	Appropriation	Balance	Purchase	Revenue	Balance	Description
20/21	\$100,000	\$446,783		\$43,200	\$489,983	Revenue generated from sale of 1999 Ford F550 Utility Vehicle
21/22	\$100,000	\$589,983	\$650,000	\$90,000	\$29,983	Purchase fire service pumper to replace 1997 Spartan/Dingee Pumper. Revenue generated from sale of 1997 pumper (\$15,000). Transfer \$75,000 from FD Capital Equipment Fund to Capital Apparatus Fund.
22/23	\$100,000	\$129,983			\$129,983	
23/24	\$100,000	\$229,983			\$229,983	
24/25	\$100,000	\$329,983	\$335,000	\$25,000	\$19,983	Assess and prioritize purchase of either a Heavy Rescue vehicle or Mini Pumper/Quick Attack vehicle to replace either the 2001 Heavy Rescue or 1994 Mini Pumper (Hose Reel). Revenue generated from the sale of 2001 rescue truck or 1994 Mini Pumper (\$25,000).
25/26	\$115,000	\$134,983			\$134,983	
26/27	\$115,000	\$249,983			\$249,983	
27/28	\$115,000	\$364,983			\$364,983	
28/29	\$115,000	\$479,983			\$479,983	
29/30	\$115,000	\$594,983			\$594,983	
30/31	\$115,000	\$709,983	\$725,000	\$20,000	\$4,983	Purchase fire service Pumper/Tanker type apparatus to replace 2007 Spartan/KME Pumper/Tanker. Revenue from sale of 2007 pumper/tanker (\$20,000).

**AWARDS**

*Vermont State Firefighters' Association*  
**CHIEF OFFICER OF THE YEAR**  
*Assistant Chief Kevin R. LaRose*

*Addison County Firefighters' Association*  
**LINE OFFICER OF THE YEAR**  
*Captain Matthew L. Lathrop*

*Bristol Fire Department*  
**OUTSTANDING CONTRIBUTOR**  
*Captain Matthew L. Lathrop*

*Bristol Fire Department*  
**OUTSTANDING SERVICE**  
*Firefighter Kerrin N. Hoff*

*Bristol Fire Department*  
**FIREFIGHTER OF THE YEAR**  
*Firefighter Brian C. Wendel*

*Bristol Fire Department*  
**TRAINING HOUR AWARD**  
*Captain Amos A. Martin*

**YEARS OF SERVICE MILESTONES**

**35 years**  
 Honorary Officer Peter J. Bouvier celebrated 35 years of service in 2020 joining the department June 5, 1985. Pete served as the Department Truck Captain (Apparatus Maintenance Officer) for 18 years with the primary responsibility of keeping the Town's fire apparatus "in-service." Today Pete continues to serve the department as one of our veteran Pumping Apparatus Driver/Operators.



**30 years**  
 Honorary Chief John F. "Peeker" Heffernan celebrated 30 years of service in 2020 joining the department May 2, 1990. Peeker served the department in several capacities over the years to include Lieutenant, 2<sup>nd</sup> Asst. Chief and most notably, Fire Chief for six years (2008-2013). Peeker has also served the Vermont State Firefighters' Association as Vice President (2016-2017) and President (2018-2019).



**25 years**  
 Chief J. Brett LaRose celebrated 25 years of service in 2020 joining the department April 5, 1995. Brett has served the department in several capacities over the years to include Lieutenant, Captain, 1<sup>st</sup> Asst. Chief and has been serving as Fire Chief since 2014. Brett has also served the Addison County Firefighters' Association (mutual aid organization) as Vice President (2013-2014) and President (2015-2016).



**25 years**  
 Captain Matthew L. Lathrop celebrated 25 years of service in 2020 joining the department June 28, 1995. Matt has served as a Company Officer since 2016 and currently holds the rank of Captain. Matt is a natural leader and regularly demonstrates this both on the fireground and in the classroom as an instructor. Matt holds a national pro-board certification as a Level 2 Firefighter and is the Program Administrator for the Department's Respiratory Protection Program.



**BRISTOL FIRE DEPARTMENT 2021 ROSTER**

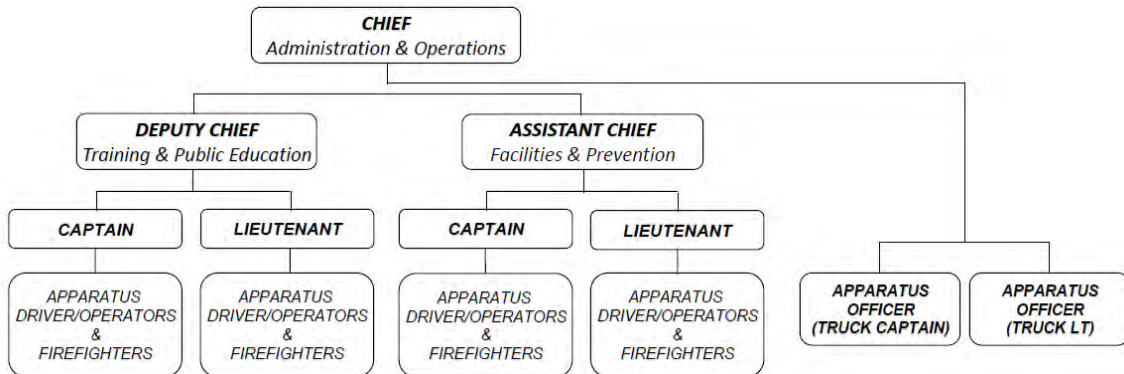
Name	Position	Years	Name	Position	Years
Edward Shepard*	Apparatus D/O	50	Mark Bouvier**	Apparatus D/O	48
Peter Coffey**	Apparatus D/O	45	Bill Elwell	Exterior Firefighter	37
Peter Bouvier*	Apparatus D/O	36	Joel Bouvier	Apparatus D/O	35
James Robideau	Truck Lieutenant	33	John Heffernan**	FF & Apparatus D/O	31
Peter J. Ryan	Firefighter	30	Jim Whitcomb	Apparatus D/O	30
Terry Farr	FF & Apparatus D/O	27	Kevin LaRose	Assistant Chief	27
J. Brett LaRose	Chief	26	Matthew Lathrop	Lieutenant	26
Brian W. Wendel	Firefighter	25	Lance Perlee	Exterior Firefighter	25
Nathan Bouvier	Exterior Firefighter	20	Amos Martin	Captain	19
Eric Forand	Deputy Chief	17	Jarrett Kimball	Truck Captain	14
James Goodyear	FF & Apparatus D/O	11	Carl Gile	Firefighter	9
Kris Perlee	Exterior FF & AD/O	9	Brian C. Wendel	Firefighter	7
Raluca Cristea	Firefighter	6	Nathan Booska	Lieutenant	5
Anthony Robideau	Firefighter	5	Kerrin Hoff	Firefighter	4
Adrian Ludka	Firefighter	4	James Hockett	Firefighter	4
Roy Catella	Firefighter	4	Alexis Fojo	Firefighter	2
Caleb Rockwood	Recruit FF	1	Timothy O'Toole	Recruit FF	1
David Fernandes	Recruit FF	1			

\*\* **Honorary Chief Officer**  
 \* **Honorary Officer**  
**(D/O) Apparatus Driver/Operator (D/O)**  
**(FF) Firefighter**



**N.H. Munsill Hose, Hook & Ladder Company**  
*(Founding name of the Bristol Fire Department 1894)*

**BRISTOL FIRE DEPARTMENT ORGANIZATIONAL STRUCTURE**



## **BOARD OF LISTERS' REPORT**

We appreciate your continued assistance as we perform a variety of inspections in Bristol throughout the year. Our inspections range from new home construction, an outbuilding, a new deck, a garage, or possibly a new business. Since July 1<sup>st</sup>, we have completed more than 65 inspections.

The protocol for conducting an inspection generally starts with a list of projects provided to our office by the Zoning Administrator. We make every effort to contact each property owner by phone to arrange a convenient time and date to conduct our inspection. A typical inspection involves taking measurements and photos and any other pertinent information we need to make the necessary changes to a property owner's assessment. We appreciate and extend our thanks to Bristol's citizens for your continued cooperation and understanding as we complete our work.

Our office has seen a variety of projects that require us to update to the grand list. It would be difficult to estimate the percentage increase in the grand list at this juncture, other than to say it will probably follow historical trends.

In November of 2020, the Selectboard appointed Dave Cobb and Patricia King to fill two vacancies in the Lister's office. Finally, we would be remiss if we did not extend our thanks to a former lister, Craig Scribner, Sr. who has assisted our office on numerous occasions with the complexity of some aspects of our work.

Sincerely,

Mark Bouvier  
David Cobb  
Patricia King  
Board of Listers

## **E-911 COORDINATOR'S REPORT**

In 2020 Bristol's long time E-911 Coordinator, Craig Scribner Sr. retired. I would like to thank Craig for his years of hard work and creating a system that made a very easy transition. I will continue with the process of updating our addressing scheme to ensure it is accurate. This accuracy is critical to ensure Emergency Response Services can locate those who need their assistance. I am working with the Vermont E-911 board to review our system to prioritize these updates.

Sincerely,

Kris Perlee  
E-911 Coordinator

# BRISTOL POLICE DEPARTMENT REPORT

## Mission Statement

*To be the finest small police department in the State of Vermont. We are committed to working together within the department and in problem-solving partnerships with community stakeholders to improve the quality of life for the people served by the Bristol Police Department.*

The officers, administrative staff, and I feel it is an honor and privilege to work for the Bristol Community. We continue to prioritize community policing and encourage community feedback to assist us in meeting your law enforcement needs. We had a productive public meeting to discuss policing in our community on August 3, 2020. Thank you, Senator Chris Bray, for being our moderator, Shawn Kimball from NEAT, Bristol Recreation Director Meridith McFarland for technical assistance, and Town administrator Valerie Capels for hosting the Zoom meeting. We anticipate and look forward to scheduling another meeting before spring to continue our discussion.

We welcomed Police Officers Andrew Biondi and Joshua Turner to full-time positions and Michael Major to a part-time position with Bristol Police. I would like to thank them and Officers Andrew Graham and Matthew Collins, administrative assistants Lisa Dupoise and Elizabeth “Liz” Tracy for their continued dedication and commitment to the Bristol Community.

Thank you to Bristol’s Department of Public Works for installing our new speed radar on East Street. We will be applying for more funding from the Governor’s Highway Safety Program for another speed radar sign to be installed on West Street.

A reminder, if you have unused medication, we have a drug disposal box, acquired through CVS with the assistance of Jesse Brooks, United Way of Addison County Prevention Partnership Director. Jesse continues to be instrumental in assisting law enforcement with training and facilitating developing partnerships with other community partners.

For police district residents, we provide VIN verification & fingerprints at no cost. If you are away for a few days, contact us, and we will check your property. We can complete a security evaluation of your property. Those are a few services we offer, if there is something we can help with, please do not hesitate to call us.

Facebook has helped to receive tips, identify people, reunite dog owners and assist in returning found property, to name a few. We are open to suggestions about other methods to provide and receive information.

During 2019, we responded to or initiated 2,389 incidents. Proactive community-oriented incidents continue to increase.

We purchased a new police vehicle, a 2020 F-150 police responder truck.

The Bristol Police Department members thank the community, Bristol Town Departments, Town Administrator Valerie Capels, and the Bristol Selectboard for their continued support.

You can reach us at (802) 453-2533, by email at [Bruce.Nason@vermont.gov](mailto:Bruce.Nason@vermont.gov), on Facebook at [bristolpolicedepartment](#), or just stop by the station at 72 Munsill Avenue in Bristol.

Respectfully submitted,

Bruce Nason, Chief of Police

### CAPITAL CRUISER PLAN

	<u>2020-</u> <u>2021</u>	<u>2021-</u> <u>2022</u>	<u>2022-</u> <u>2023</u>	<u>2023-</u> <u>2024</u>	<u>2024-</u> <u>2025</u>	<u>2025-</u> <u>2026</u>
<b>Opening Balance</b>	43,729	21,309	36,339	51,396	21,476	36,556
<b>Appropriation</b>	12,500	15,000	15,000	15,000	15,000	15,000
<b>Estimated Interest</b>	80	30	57	80	80	80
<b>Total Available</b>	56,309	36,339	51,396	66,476	36,556	51,636
<b><i>Equipment Item</i></b>	<i>cruiser</i>		<i>cruiser (hybrid)</i>			
<b>Net Cost</b>	35,000	0	0	45,000	0	0
<b>Closing Balance</b>	21,309	36,339	51,396	21,476	36,556	51,636

This plan estimates a 6% increase in purchase price for equipment and a higher cost for a hybrid fuel cruiser. Due to the varying price of resale values, this capital plan does not include a value for resale or trade. Any money made on the sale of a used cruiser will be added into this fund and reflected at that time.



# BRISTOL RECREATION DEPARTMENT REPORT

PO Box 249, Bristol, Vermont 05443

Phone: 453-5885 Fax: 453-5188 or [www.BristolVtRec.com](http://www.BristolVtRec.com) or e-mail: [RecDirector@BristolVt.org](mailto:RecDirector@BristolVt.org)



The Bristol Recreation Department (“BRD”) is committed to offering lifelong learning opportunities through a wide range of quality recreational and performing arts activities to people of all ages. The Recreation Department consists of three program areas, the recreation offices located in the Holley Hall, Bristol Clay Studio in Artist Alley, and the Hub Teen Center at 110 Airport Drive.

Holley Hall hosts many of our classes and serves as a theatre, community workshops, and music venue. The Clay Studio provides a fantastic opportunity for the community to discover creativity through hand building and wheel throwing. Matlak Mayforth continues to create a safe and fun learning environment and furnishes some of our youngest community members with lessons to last a lifetime. The Hub Teen Center provides youth between the ages of 12 and 19 a place of their own to socialize, study, access the internet, have a nutritious meal, hear music, explore the arts, videography, and technology, all with the support and supervision of adults who respect the challenges of young adulthood. It is a safe, supervised, and substance-free environment.

The Recreation Department was in full swing in January, February, and March with all of our programs operating at maximum capacity. Some of our most popular programs, Gymnastics, Dance, and Tae Kwon Do, were all full, meaning dozens of youths were learning, moving, and having fun. The clay studio was busy in every session. All was good, and we were crushing it. As you all know, March 16th happened, and everything changed. We had to cancel all our programs and events temporarily. We were heart-stricken. All of what we were working on and towards came to a grinding halt. To follow state mandates, the department shifted to working remotely. We focused on cleaning up the loose ends after canceled programs and classes, researched safety protocols to develop a health and safety plan and began planning for spring and summer programming. We took advantage of the time away from directly servicing for the public to participate in webinars, develop new programs, apply for grants, partner with new agencies, and work to serve the community considering unprecedented strain. We planned and followed the guidelines put forward by our government and operated our summer programming with great success. All classes and camps were based outside in the fresh air, masks were mandatory, and health surveys were taken twice a day. Every day is measured with success as we navigate through 2020.

For all of 2020 and through the pandemic, BRD has been working with local and state-wide organizations to bring programming and events together by building partnerships and collaboration. The BRD is involved with groups like the Bristol Conservation Commission and the Bristol Trail Network to maintain the Town parks and trails. The BRD supported the rebuilding of the horse ring, a shared space with the MAUSD Expanded Learning Program, and worked with the Bristol Recreation Club to have space available to run programming at the rec

field. BRD partnered with local businesses and Bristol CORE to promote events through the community. BRD shared ideas with the Lawrence Memorial Library to keep the community engaged. The BRD collaborated with other Vermont recreation departments to share ideas and experiences with events and programming, keep informed with government guidelines, and receive direct messages from state. Many of the department's success is credited to working together, keeping a positive mindset, and sharing ideas with other great organizations and businesses.

The BRD team developed new programs and events despite the pandemic. The First annual scooter competition was held with great participation, we added mountain bike programs for all ages, redesigned River Camp, held outdoor dance class, held zoom pottery classes, and additional movies were played in the park. BRD promoted local shopping by showcasing stores on social media outlets. New events replaced classic ones - pumpkin carving in the park, build a snowman competition, candy canes provided for pick-up for at home candy cane hunts, Bristol Light Tour, a remote Memory Tree, and Trolley Rides with Santa took the place of Breakfast with Santa.

The BRD is continually learning and adapting to the needs of the community. We are currently planning and developing programs and events such as rail jams at the skatepark, snowshoe and cross-country tours, summer music series, theater workshops, derby on the skating rink, and additional adventure camps for the summer.

For more information about the programs currently being offered, please visit our website at [www.BristolVtRec.com](http://www.BristolVtRec.com)

Respectfully,

Meridith McFarland  
Recreation Department Director

## **BRISTOL CLAY STUDIO**

The Bristol Clay Studio has continued to be a busy place, despite the pandemic! During the shutdown, we developed a system of offering remote clay classes, allowing for the exploration and development of hand-building skills. Students have the option of a take-home kit, which provides materials and simple tools. Full access to the instructor is available, and video instruction is emailed. We also offer an optional Zoom meeting.

During the summer, as we had more information regarding the risks involved in gathering in person in the studio, several Clay Camps took place, which was a great success. Currently, regular school year scheduled classes continue to be offered, limiting attendance to four students per class, which has allowed for social distancing and a safer level of continued studio activity. Response and results from attendees of all ages continues to be appreciation, enthusiasm, and ongoing impressive levels of creativity!

Matlak Mayforth  
Resident Potter

# THE BRISTOL HUB TEEN CENTER REPORT



**Overview** - Despite the chaos that has been this past year, the Bristol Hub is still going strong. Since 1998, The Bristol Hub Teen Center has served as a place for teens to hang out, eat, socialize, and grow. After being open for more than two decades, the Hub has changed a lot. The COVID-19 Pandemic and subsequent closures have challenged the Hub Staff to adapt and adjust to best serve teens and community members in new and unprecedented ways. This past year the Hub worked closely with the Rec Department to successfully run eight different camps, utilizing the Hub as a home base for all. In addition to camps, the Hub supported the local food shelves through donations and funding support, created new art on the skatepark and inside the Hub, and gave the skatepark some well-deserved love and attention hosted our first annual scooter competition.

**Programming** - We had many programs planned for 2020, but unfortunately, most had to be redesigned, restructured, or paused. We were able to squeeze in one session of our ‘Money Talks’ series prior to the initial March shutdown. This program included discussions with a local financial specialist about the topic’s teens were more curious about. We plan to continue the series in 2021 and cover a range of topics – from opening a savings account to how the stock market works.

We had a busy summer filled with successful camps. We partnered with Burton Chill to bring in a radical Skateboard Camp, adventured along the New Haven River during River Camp, and crushed the pump track during Mountain Bike Camp. Overall, the Hub hosted eight different camps, which came to a total of 32 days of camp, with a total of 74 campers enrolled. The Hub and Rec Department worked closely together to design a health and safety plan for the summer to move forward with providing camps and to use for future programs.

With the help of some community members and some enthusiastic teens, the Hub hosted a weekly community service group. We cooked food for local food shelves, discussed the teen’s experiences, and made plans for new ways to support the community. It was a fabulous way to connect, give back to the community, and create plans based on teen feedback.

**Facilities** - Due to the shutdowns we’ve experienced this year, the Hub and Rec staff have been able to dedicate a lot of time to infrastructure improvements and reorganizing. The three areas we have focused on were the building, the skatepark, and what will eventually be a community garden.

In order to reopen safely for teens and camps, we had to assess the layout in the Hub and shuffle things around so we could maximize safety and physical distancing. We added some new art and touched up some older murals. We built a more functional stage area with hopes of eventually getting back into hosting shows and open mic nights.

We have dedicated a lot of time to the skatepark and gave it some much-needed love. With the pandemic marching on and so many typical family activities unavailable, we saw a steep increase in the use of the skatepark. This was fantastic to see; however, it highlighted some improvements that needed to be completed. With some help from a handful of volunteers, the Hub and Rec Department staff were able to rebuild one of the central features of the skatepark. It was a massive undertaking, but the result was a more sturdy, safe, and long-lasting feature in the skatepark.

This fall, with support from the community service group, we rebuilt some garden space and began plans for a community garden. It's exciting to create a new opportunity for the community to support itself and use local resources.

**Looking Ahead** - As referenced above, there were many programs and events that the Hub had to bump this past year. We are looking forward to rescheduling them for 2021. This coming summer, we are excited to host even more camps, a music series, community events, partnerships, and more teen events and drop-in hours. We are hoping for a more traditional fall semester to move forward with more PREP classes, videogame design, job training, and relaxed open hours. While this year has been incredibly challenging, it has reminded us that with the help and support of our team and community, we are capable of so much. I would say the two themes of 2020 are 'pivot' and 'resilient.'

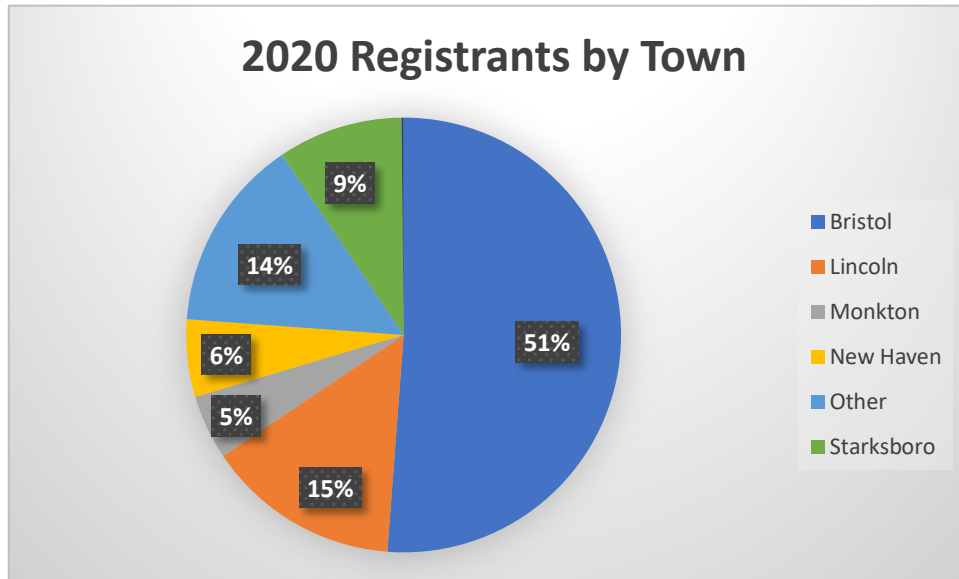
If you are interested in becoming more involved in the Hub, there is a standing open invitation to our Community Advisory Board. Meetings happen on the first Thursday of every month at 6 PM, either at the Hub or via Zoom. You can also join our email list to receive newsletters, and during non-COVID times we invite folks to stop in, see the space, and say hi! Stay well.

Sincerely,

Taylor Welch (she/her)  
Bristol Hub Director



# BRISTOL RECREATION DEPARTMENT AND BRISTOL HUB TEEN CENTER GRANTS 2019-2020



Organization	Amount	Purpose
RiseVT	\$400	Odometers for camps
Wellness Gov't	\$5,575	Bike Library and Camp
5TFA	\$150	Music Series
DCF Restart Stipend	\$2,220	C-19 Supply Recovery
Masonic Lodge	\$372.41	Balance Bikes
Dibley Cup	\$1,500	Scholarship
DCF	\$8,678.50	C-19 Revenue Replacement
RiseVT	\$1,500	Water Filling Station
Grassroots Foundation	\$1,000	C-19 Community Food Security
UWAC	\$3,975	General Program Support
Neat Repeats	\$500	Food and nutrition
<b>TOTAL</b>	<b>\$25,870.91</b>	

## WATER AND WASTEWATER DEPARTMENT REPORT

The Bristol water system continues to operate in compliance with all state and federal drinking water standards. A consumer confidence report is generated each year that explains the quality of Bristol's water and terminology to help us understand what the Department of Environmental Conservation requires we test for. It is available on our Website at [www.bristolvt.org](http://www.bristolvt.org) and at the Town Office.

The Bristol Selectboard also serves as the Water Commission. In this capacity, they review monthly budget reports, reports from our water operators, plan for infrastructure projects, and tend to the coordination of routine maintenance.



*Pine Street – Replacement of leaking old galvanized service*



*Rockydale Road – old broken hydrant. Replaced with new fully-functioning hydrant and valve*



*Munsill Ave - Repair to fast-leaking radial crack on 6" main*

Several leak & damage repairs were completed including:

- (3) Customer/Main Repairs on Rockydale;
- (3) New Hydrants on Elm, Mountain St Ext, & Rockydale;
- (2) Customer Repairs on Maple, (1) on Mountain, (1) Main, (4) East, (1) Prince Lane, (2) Pine Street;
- (1) Main Line Repair at the corner of W. Pleasant/Munsill;
- Repair to Meter Pit w/ New Meter at KTP.



*KTP Meter pit repair with added riser, waterproofing, and new meter*

We continue to monitor metered water use against water produced to achieve as little water loss and as much efficiency as possible.

Age related repairs were made at the water pump house including two minor repairs in the control panels, replacement of the radio antenna cables, and ongoing maintenance to the generator and other aging components. The Town anticipates upgrading the 25+ year old generator and the control panels in the coming 1-3 years.

In addition, the Town is working with Green Mountain Engineering on a study to identify and prioritize age-related upgrade projects to address 60% of the Town's water system that consists of original cast iron pipe, galvanized services and appurtenances from 1905 in anticipation of future State and Federal funding programs. The first priority has been identified as Pine Street with 1905 water lines and over 15 leaks repaired in the past 20 years.

Selectboard meetings are held every other Monday night and the Water Commissioners hold an annual public meeting in the spring, where customers may voice concerns, ask questions, and make suggestions. That is when the budgets will also be approved. Customers may also contact the Town Office at 453-2410 any business day, and someone will be there to help.

The Core Area sewer system continues to serve the thirty-four properties located on Main Street and Prince Lane. The Selectboard also serves as the Sewer Commission and holds an annual public meeting and vote on the budget in the spring. In this capacity, they review monthly budget reports, reports from our wastewater operators, plan for infrastructure projects, and tend to the coordination of routine maintenance of the sewer system.

Per Green Mountain Engineering’s recommendation in the annual inspection report, maintenance work was performed over the year including repairs to the dosing siphon on South Street and jetting to restore flow to a clogged dosing siphon. In addition, the Town continues to work with businesses to continue to reduce grease and non-flushables coming into the system through routine internal grease trap maintenance. The Town is sharing the don’t flush it campaign with all sewer connections to continue to reduce rags and other matters clogging the system.



*Repairs to dosing siphone manhole on South Street*

The Town anticipates hiring engineering services to be paid for through a DWSRF planning loan for potential upgrades to the community sewer system.

Vermont Utility Management Services (VTUMS) operates our water and wastewater systems as our contract operations firm. Cyrus Marsano is our designated operator and may be contacted via the Town Office at 453-2410.

Respectfully submitted,

Valerie Capels, Town Administrator  
Cyrus & Jill Marsano, VTUMS

<h2 style="margin: 0;">WATER DEPARTMENT</h2> <h3 style="margin: 0;">CAPITAL EQUIPMENT FUND LONG RANGE PLAN</h3>
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	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>
<b>Balance (12/31/2020)</b>	113,989	57,191	76,259	26,351	37,383	48,427
<b>Appropriation</b>	28,065	29,000	30,000	31,000	31,000	31,000
<b>Estimated Interest</b>	137	69	92	32	45	58
<b>Other Revenue</b>						
<b>Total Available</b>	142,191	86,259	106,351	57,383	68,427	79,486
<b>Description of Equipment/Service</b>	<i>Replace original generator and transfer switch at pump house. Replace 4" pump with 2" Pump - hydraulic analysis, fit up, &amp; install.</i>	<i>Order new 2" High Lift Pump for backup for both identical pumps.</i>	<i>Upgrade of original 1995 SCADA/control panel.</i>	<i>Budget for unexpected repairs.</i>	<i>Budget for unexpected repairs.</i>	<i>Budget for unexpected repairs.</i>
<b>Estimated Cost</b>	85,000	10,000	80,000	20,000	20,000	20,000
<b>Closing Balance</b>	57,191	76,259	26,351	37,383	48,427	59,486

The following project descriptions provide backup to the spreadsheet schedule for replacement of the Water Department's capital fund shown above. This is a planning tool and it is inevitable that circumstances will arise that require the plan to be altered. This plan is meant to be revisited each year, so adjustments, either financial, or in needs, may be made. The purpose of long range planning is to maintain the equipment and system in working order and to maintain a financial commitment. This plan was designed to reduce the need for bonding for all of our equipment and service needs. It does not reflect any emergency repairs. Replacement of meters and hydrants has been occurring on an as-needed basis and the cost of their replacements has been incorporated into the operating budget. A goal is to replace at least one hydrant per year. The opening FY2021 balance remains to be determined through the FY2020 audit process. The Water Commission will be taking a close look at the system's capital needs in the coming year and for discussion at the annual Water District meeting in late May or early June.

Fiscal Year	Description of Equipment/Service	Estimated Cost
<b>2020-2021</b>	Replace original generator and transfer switch at pump house.	\$75,000
	Replace 4" pump with 2" Pump - hydraulic analysis, fit up, & install.	\$10,000
<b>2021-2022</b>	Order new 2" High Lift Pump for backup for both identical pumps.	\$10,000
<b>2022-2023</b>	Upgrade of original 1995 SCADA/control panel.	\$80,000
<b>2023-2024</b>	Budget for unexpected repairs.	\$20,000
<b>2024-2025</b>	Budget for unexpected repairs.	\$20,000
<b>2025-2026</b>	Budget for unexpected repairs.	\$20,000



## ZONING ADMINISTRATOR'S REPORT

As most of you know, this year has been challenging. I have worked through having to work remotely, have limited access to files, and State departments being closed. Even with all these challenges, I feel the Zoning office was still able to provide the Town of Bristol with the needed services.

The Zoning Administrator works with the Zoning Board of Adjustment, Design Review Commission, and the Planning Commission to assist in the planning of meetings, the recording of minutes, and other administrative matters as they arise.

Below is a six-year review of zoning activities in the Town of Bristol.

Respectfully submitted,

Kris Perlee,  
Zoning Administrator

	2015	2016	2017	2018	2019	2020
<b>Applications</b>						
Residential	6	9	6	12	12	23
Accessory Building (shed/garage/porch)	41	21	25	21	33	32
Addition	14	15	11	10	8	10
Change of use	11	6	6	6	5	5
Commercial	1	0	3	5	4	1
Other	22	31	19	17	11	12
<b>TOTAL</b>	<b>95</b>	<b>82</b>	<b>70</b>	<b>71</b>	<b>73</b>	<b>83</b>
<b>Sub-Divisions</b>	<b>11</b>	<b>5</b>	<b>6</b>	<b>4</b>	<b>6</b>	<b>5</b>
<b>Planned Res. Development</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>0</b>
<b>Certificate of Compliance</b>	<b>59</b>	<b>61</b>	<b>52</b>	<b>68</b>	<b>44</b>	<b>75</b>

COMMISSION  
AND  
COMMITTEE  
REPORTS

## BRISTOL CONSERVATION COMMISSION REPORT

Commission members during 2020: Carolyn Dash, Chair; Kristen Underwood, Vice-Chair; Katie Reilley (Chair, resigned in March); Dave Rosen; Carla Fenner (resigned effective January); Randy Durand (Clerk, resigned in August); Melanie Lloyd, Clerk; and Jono Chapin. BCC meetings are held on the 2<sup>nd</sup> Thursday of the month at 6 pm. We are welcoming new members to fill four openings!

Despite the challenges posed in this pandemic year, the Bristol Conservation Commission (BCC) has persevered to accomplish several activities, including:

- Completed fundraising activities to meet local matching funds required for the purchase of the 14.7-acre Fuller parcel that now adjoins the Saunders River Access along the New Haven River south of the village.
- Assisted Pete Diminico and Valerie Capels to coordinate FEMA inspections and construction estimates for repairs to the Universal Fishing Platform and access ramp at Eagle Park to address damages sustained during the Halloween flood of 2019.
- Began a more formal collaboration with the Parks & Rec Dept, receiving regular briefings on park conditions from Alex Mihavics, Recreation Asst. Town parks have seen increased usage this year. Signage was added at the parks in May with advice about recreating safely in a time of COVID. “Pack-it-In, Pack-it-out” signs have been ordered to curb increased littering and parking areas have been regraded.
- Worked with Valerie Capels and the Addison County Solid Waste District to secure increased patrolling by the Addison County Sheriff’s department along the Upper Notch Road in an area of illegal dumping to the Notch Brook.
- Organized Green-Up Day in Bristol, during its 50<sup>th</sup> anniversary in VT – through delayed and modified by COVID safety considerations. GUD bags were distributed for socially-distanced litter pickup on 30 May 2020. 0.55 ton of road-side garbage was collected, down from 2.03 tons in 2019. A 2<sup>nd</sup> Annual Green-Up Day EXPO on the Town Green, planned in collaboration with the Energy Committee and Bristol CORE, was cancelled in compliance with the governor’s mandate on limiting gathering.
- Continued collaborations with the Bristol Trail Network (Porter Knight), including letters of support for grant applications, discussion of trail use and maintenance, and invasive management.
- Collaborated with the Planning Commission and contributed to revision of the Town Plan, particularly the natural resources and flood resiliency sections.
- Through its liaison, Jono Chapin, participated in an Emerald Ash Borer committee to inventory ash trees on town parcels and rights-of-way under a grant secured by Valerie Capels from the VT Urban & Community Forestry Program of the Dept of Forests, Parks and Recreation.
- Offered Backyard Bingo and Bird Bingo outreach activities for the community, distributed online and through the library. Bristol Bucks prizes were awarded to 5 area citizens who submitted a completed Bingo card.

Many thanks to retiring members Katie Reilley, Randy Durand, and Carla Fanner. Katie was a founding member of the Commission in 2003 and served diligently as Clerk for 17 years and as Chair in her last appointed year. Randy served for many years and as Clerk in his last year and

was instrumental to many conservation and education activities and flood recovery work at Eagle Park.

Sadly, our community has lost a most passionate and productive past Commission member at the close of 2020. Pete Diminico was a tireless advocate of clean water and a healthy New Haven River. Pete was a founding member of the Commission in 2003, and his limitless energy was responsible for many community assets including the fishing platform at Eagle Park and establishment of the Bristol Conservation Reserve Fund. He will be sorely missed.



## BRISTOL ENERGY COMMITTEE REPORT

Committee members during 2020: Sally Burrell, Chair; Richard Butz; Mike Corey; Carl Engvall; Liston Freeman (resigned effective September); Lance Laliberte (resigned effective September); John McCormick; and Stephen Taylor. BEC meetings are held on the 3<sup>rd</sup> Wednesday of the month at 7 pm.

The Bristol Energy Committee (BEC) explores how the municipality and residents can reduce energy use and lower greenhouse gas emissions through efficiency, conservation, and renewable energy. We stay engaged with state efforts and guidelines toward those goals.

The Window Dressers insert assembly in Holly Hall Jan 30-Feb 2 was a 2020 highlight. Over 100 inside storm windows were custom measured, built, and taken home to install to keep out drafts and cut energy costs for appreciative participants. The hands-on, affordable program will hopefully be back in 2021.

The committee worked with Green Lantern Solar on a net-metering agreement that will save Bristol about \$4000 annually in municipal electric costs for 20 years, once the company's Route 116 array (primarily-out-of-view) is constructed and operating.

Bristol Community Solar (Acorn Energy Solar 3) at the closed town dump was planned in the winter, and Selectboard approved in late spring. Permits are still in the works with the hope of construction in spring 2021. The array would offer the benefits of owning solar to residents who may not be able to or want to install photovoltaic panels at their homes. Acorn Energy Co-op is a Middlebury non-profit whose mission is to offer affordable, locally generated renewable energy to area residents, businesses, and churches.

A September interview with Jay Thomas, owner of Bear Mountain Mowing, a local electric landscaping company, outlined the benefits of the newer electric mowers, trimmers, and batteries now available. BEC supports neighbors in sharing electric equipment as a way to lower costs, emissions, noise, and chemicals. Co-owning or leasing, as well as hiring a neighbor with an electric mower, are creative ways to make lawn care more quiet, affordable, and eco-friendly. The e-mower Q&A is on the Town website BEC page.

Button Up 2020 was online with weatherization webinars, virtual home energy visits, incentives for efficiency performance work, and rebates for Do-It-Yourself projects. Supports continue at Efficiency VT to cozy up homes, create healthier indoor air quality and weatherize to stay cooler in summer.

BEC appreciates the Addison County Regional Planning Commission's support for education and collaboration on energy issues and recommends the valuable resources on their website to residents.

The Bristol Energy Committee is always looking for volunteers to serve on our board. If interested, please contact Town Administrator, Valerie Capels.

Respectfully,

Sally Burrell, Energy Committee Chairperson

## PLANNING COMMISSION REPORT

Commission members during 2020: Katie Raycroft-Meyer, Chair; Bill Brown, Vice-Chair; William Sayre; Lloyd Dike; Robert Rooker; Tom Wallace; Kevin Hanson; and Jeff Lunstead. PC meetings are held on the 3<sup>rd</sup> Tuesday of the month at 7 pm.

The Bristol Planning Commission (PC) successfully completed the **Bristol Town Plan update**, which included an Enhanced Energy Plan as an appendix. The Plan also includes two new required sections; Flood Resiliency and Forest Fragmentation.

The Forest Fragmentation section identifies existing forest blocks (contiguous forested areas), describes the ecological character and natural resource value of these areas and how they function as wildlife habitat connectors throughout the town. Both of these sections inform the updated Goals and Objectives in the Land Use section.

The technical assistance from the Addison County Regional Planning Commission (ACRPC), funded by a 2019 Municipal Planning Grant (MPG), made this plan update process a success. Many thanks go to Andrew L’Roe of ACRPC for his work on this project. The Plan has gone through three public hearings, one with the PC and two with the Bristol Selectboard, and will be on the ballot for Town Meeting Day, 2021.

During the Spring, Summer, and Fall of 2020, the members of the PC worked diligently and persistently on the update of the Bristol Town Plan, a task during ‘normal’ times is a challenge. I want to thank all of the PC members and our ZA, Kris Perlee, for adjusting to remote meetings and coping with all the surprises along the way.

Another major accomplishment for the Planning Commission and the Town of Bristol was the adoption of the Unified Development Regulations (UDR). This document is a compilation of Bristol’s existing zoning regulations and new subdivision regulations. Adoption of the UDR enables Bristol to locally review commercial applications for projects up to 5 acres. Without the addition of subdivision regulations to our zoning, any project greater than 1 acre required an Act 250 review. As a result of this document, Bristol now has a Development Review Board (DRB), which will review all land development applications. The DRB is currently comprised of past Zoning Board members and new appointees.

The Planning Commission typically meets on the third Tuesday of every month (and on the first Tuesday of the month, if necessary) at 7 pm remotely for now. Northeast Addison Television (NEAT) will have recordings of our meetings. The public is invited to attend meetings and comment on work being done by the Planning Commission. **The Planning Commission is always looking for volunteers to serve on our board. If anyone is interested, please contact the Town Administrator, Valerie Capels.**

Respectfully,

Katie Raycroft-Meyer, Planning Commission Chairperson  
William Brown, Planning Commission Vice-Chairperson

## REVOLVING LOAN FUND REPORT

There was one application for revolving loan dollars in 2020. The Bristol Revolving Loan program helped get Chris Morrissey's new bike and ski business, Cool Motion Outdoor Sports, up and running.

The total amount of money in the Revolving Loan Fund is \$669,757, as of November 1<sup>st</sup> 2020. Of this total, we have \$361,917 in outstanding loans and \$307,840 available to lend. Currently, all our loans are performing well. We have no serious delinquencies. This positive situation is due, in part, to the Selectboard's putting in place special loan terms for the first five months of the pandemic.

We have had only one failure in the thirty or so years of the loan fund's history. That was a loan to a company that made vegan cookies and started baking and packaging them at the Bristol Works (2017). After only weeks of operation, the company declared bankruptcy. This situation arose because of untruthful information supplied to the Revolving Loan Fund Committee at the time of application. On the advice of the town attorney, no legal action was taken. Even with this setback, the Revolving Loan Fund is almost three times larger than it was at inception.

The goal of the Revolving Loan Fund program is to assist area citizens with housing and business development. We have also used these dollars for public safety issues. Rather than compete with the area bank loan programs, the town's goals are to make low-cost loans to well thought out projects that may not be quite bankable. We have often teamed up with banks and Economic Development funds to provide the total dollars needed for a project. What is important to emphasize is the town program is accessible to all with viable housing and commercial projects.

Developing affordable housing and housing energy conservation are two areas that have been underutilized in the loan program. Apartment development, refurbishing existing housing, funding home energy improvements are all possible uses for the loan fund. The application process is easy and low cost. The Town Treasurer or Clerk can supply you with the application form and procedure. It is a group of local citizens that review the application and speak to you about your project. The citizen committee makes recommendations to the Selectboard, and they make final decisions.

The goal is to keep this source of accessible and low-cost loan dollars available indefinitely. If you would like more information about the Revolving Loan Fund program as you consider a project, contact Fred Baser, chair of the Revolving Loan Fund Committee, at (802) 377-0102.

Respectfully,

Fred Baser, Revolving Loan Fund Committee Chairperson

# ORGANIZATION REPORTS



## **Addison County River Watch Collaborative Report** *In Honor of Fearless Clean Water Advocate Pete Diminico (1949-2020)*

*The mission of the Addison County River Watch Collaborative (ACRWC) is to monitor and assess the condition and uses of our local rivers, to raise public awareness of the values and functions of our watersheds, and to support stewardship that improves water quality.*

In a normal year, ACRWC volunteers collect water samples from 6 watersheds in the county: Middlebury River, Otter Creek, New Haven River, Little Otter Creek, Lemon Fair, and Lewis Creek. In 2020, during COVID-19 restrictions, our water quality sampling routine was greatly curtailed. However, our two part-time staff members and a few volunteers monitored several recreation sites for *E.coli*, sent the samples to the Endyne Lab, and posted results on Front Porch Forum as well as physically at some of the site's informational kiosks. The *E.coli* monitoring was supported through town appropriations (9 Addison County towns participate) and individuals' donations. Sites monitored in 2020 were: on the New Haven River - Garland Bridge, Bartlett's Falls, Sycamore Park and DeMers Park; on the Middlebury River - East Middlebury Gorge and Shard Villa Rd. bridge, and; on Lewis Creek – Tyler Bridge. Provisional results of our 2020 *E.coli* testing can be found at our website (see below). In 2021, we hope to resume a full suite of sampling, including *E.coli*, phosphorus, chloride and nitrogen.

Otherwise in 2020, River Watch undertook various projects involving website improvements, developing partnerships with landowners, exploring data related to riparian area improvements, and creating new, vivid reports on water quality testing results. Partners in these projects included: Addison County Regional Planning Commission, Champlain Valley Farmer Coalition, the Vermont Department of Environmental Conservation, Watersheds United Vermont, Lake Champlain Basin Program, Otter Creek Natural Resources Conservation District, and the Vermont Agency of Agriculture, Food and Markets.

In 2021, ACRWC is optimistic that we will be able to provide our usual suite of services: monitoring water quality at approximately 30 sampling stations; conveying quality-assured, quality-controlled data in cooperation with the Vermont Agricultural and Environmental Lab (“VAEL”); following up on citizen observations/complaints regarding possible sources of pollution; producing technical reports on results on all 6 rivers and some tributaries, and; providing a website with information, both technical and general, about our local watersheds: [www.acrpc.org/acrwc](http://www.acrpc.org/acrwc).

## **Bristol Cemetery Association**

The Bristol Cemetery Association is managed by a Board of Directors and is responsible for the operation and maintenance of Greenwood Cemetery at the foot of Stoney Hill. Greenwood and St. Joseph Cemeteries are the only two active cemeteries in Bristol. Meehan, Briggs Hill and Varney Cemeteries are maintained by the Town of Bristol.

The cemetery is tax exempt and nonprofit. There are currently eight directors serving on the board. Our annual meeting is held in June each year.

The current cost per grave is \$500.00, which includes the perpetual care. Twenty percent of the funds received for each grave are placed in our perpetual care fund. Each grave is allowed one full burial (casket) plus one cremation or two cremations. For an additional \$150.00, an additional cremation may be buried in a single grave.

The association must be notified before any monuments are placed, graves dug or burials permitted. Lot owners are not permitted to dig for full burials. Digging for cremation burials may be done by lot owners or family members after receiving approval from the association.

Eleven lots were sold this year for a total of seventeen graves. Two spaces were sold for additional cremations. There were a total of 18 burials in Greenwood which included 6 full burials and 12 cremations.

We wish to thank the Bristol Fire Department for filling the water tank in the cemetery. It was filled four times this past summer. We also want to thank Heffernan Brothers Aggregate LLC for donating one load of crushed stone and one load of crushed gravel for driveways and Martha Chesley for donating flowers for the urns. Brown's Tree Service removed one large partially dead maple which posed a danger to several monuments. Our directors also volunteered many hours in maintaining our cemetery (brush cutting, tree removal and trimming, road work, grave leveling, digging ditches, monument restoration, monument cleaning, trash removal, watering plants in urns, etc.).

Wahl Landscaping, LLC, did an excellent job in maintaining the cemetery this past summer. They have one year remaining in a three-year contract. We hired Wahl Landscaping to construct a 200-foot drainage swale on the west end of the new section this past spring to improve drainage runoff.

Projected useable income from interest and lot sales in 2021 is \$5,900.00 and our estimated expenses are \$35,000.00. We are requesting \$29,000.00 from the town this year.

Respectfully submitted,

Donald Lathrop, President; Martha Chesley, Vice President; Mike Brown, Treasurer; Reginald Dearborn, Secretary; Jim Rivers, Superintendent; Kevin Corkins; David Weaver; Edward Mayer

## Bristol Cemetery Association Financials

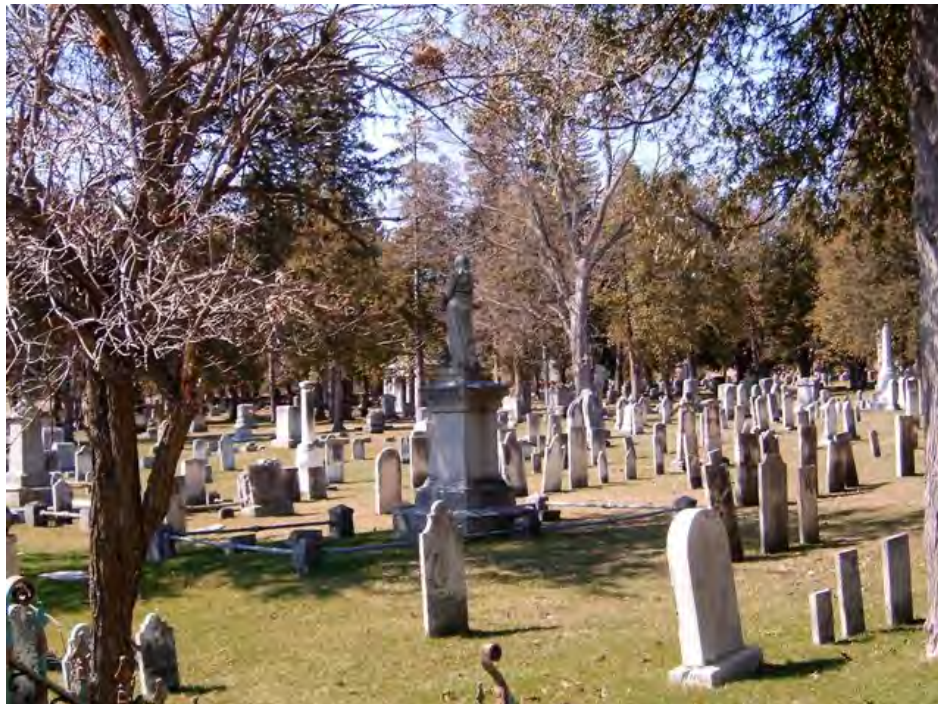
### Income – 2020

Lot Sales	\$8,450.00
Interest from CDs and Money Market Accounts	\$2,674.42
Appropriation from Town of Bristol – Aug & Nov 2020	\$29,000.00
Donations	\$710.00
<b>Total Income</b>	<b>\$40,834.42</b>

### Disbursements -2020

Mowing and Trimming Contract	\$31,522.50
Liability Insurance	\$400.00
Rental for Storage space	\$200.00
Flowers for Urns	\$0.00
P.O. Box Rental	\$114.00
Office Supplies, Postage & copying	\$33.45
1 ½” Crushed Stone for Drives	\$250.00
Tree Removal	\$1,800.00
Construction of Swale Ditch & lawn leveling & seeding	\$1,539.25
Cleaning of Lawrence Monument	\$300.00
<b>Total Disbursements</b>	<b>\$36,159.20</b>

Funds Available January 1, 2021	\$25,597.80
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# BRISTOL CORE

P.O. Box 413, Bristol, VT 05443 • (802) 453-7378 • [info@bristolcore.org](mailto:info@bristolcore.org) • [bristolcore.org](http://bristolcore.org)

Bristol's local downtown organization, Bristol CORE, is an essential part of our active and engaged community. Our mission and passion are to bring people together to keep our town vibrant, celebrate its history, and plan for its future.

2020 created a very different kind of environment for Bristol CORE. In January, after many years in development, we successfully opened the *Bristol COWORKING* space, centrally located on Main Street above the Bristol Cliffs Cafe. Partnering with the building's owners (the recently retired Conner & Buck partners), the coworking space offers two membership levels in a beautiful open office space to accommodate the needs of local freelancers, startups, and remote workers.

The Board focused on the organization's usual fundraising initiatives in February and began preparations for the *Main Street Lighting and Sidewalk Improvements Project*. With something of this size and scope and with an undetermined completion date, we decided to put the *Main Street Flower Basket* project on hold and debated the viability of our *Pocock Rocks* music festival in June, given the construction schedule.

As the global COVID-19 pandemic arrived in Vermont in March, our in-person meetings moved to Zoom's online conferencing platform. The Board's discussions turned to our local downtown businesses and the help needed during quarantine restrictions and over the next few months' uncertainties. Fundraising was put on hold until a more appropriate time, and the decision was made to cancel the *Pocock Rocks* festival.

As we reached mid-year, the organization focused on recovery events and promotions for local businesses and worked with a Bristol-based web developer to create online shopping websites for two Main Street businesses. We also began holding socially-distanced *Business Roundtable* discussions on the town green that allowed local business owners to connect face-to-face after months of difficulty due to the pandemic. These discussions highlighted the creativity, adaptability, and determination of our local businesses while exchanging ideas and resources during this challenging time.

By September, the *Main Street Lighting and Sidewalk Improvements Project* was almost complete, having had a longer than expected construction period. Bristol CORE worked as a liaison with the Town of Bristol for this project, which saw significant updates to the main street lamp posts, sidewalks, curbs, improved ADA access, and a new pedestrian crossing at the east end of the downtown block with bump-outs, improved signage, and manual crossing signals.

To promote the 're-opening' of Bristol's downtown area and celebrate the new infrastructure updates, we organized two large Main Street sidewalk sales in September and October, which garnered great success.

In the same month, Bristol CORE was awarded \$10,000 from the *Restart Vermont Regional Marketing And Stimulus Grant Program*. This collaboration with the Middlebury Chamber of Commerce, and the towns of Middlebury and Vergennes, allowed us to create a mid-November *10-Day, 35K Giveaway* promotion using all local currency to bolster the local economy in all three towns. At the time of this letter's writing, more than 50% of the local currency has already circulated back to our community.

With COVID-19 numbers growing by the end of the year, the organization again had the difficult task of canceling our December-based events: *Chocolate Walk, Eat, Drink and Be Merry*, and the *Lumen Celebration of Fire & Light*. With these unable to occur, we focused on the yearly *Winter Decorating of Main Street* in collaboration with the Bristol Recreation Department, with holiday lights and decorations on lamp posts, the bandstand, Howden Hall, and Holley Hall.

The Bristol CORE board continued to evolve in 2020 with the addition of Main Street business owners Maura Donnelly of *Simon Says* and Alicia Standridge of *Your Home*.

In December, Bristol CORE's Executive Director, Ian Albinson, announced that he would be stepping down from the position to focus on other community-related endeavors. The Board of Directors will soon be launching a search for his replacement. The Board is very grateful for Ian's five years of service as Executive Director of this organization, championing several initiatives, sustaining annual events, and developing new partnerships.

Fundraising, sponsorships, and volunteered person-power enables Bristol CORE to implement the projects and events that keep Bristol buzzing. A town appropriation provides a third of our funding, and we are truly grateful for the support of the Town Administrator, the Selectboard, and taxpayers in our fantastic community.

We welcome your ideas, involvement, enthusiasm, and financial support! To learn more about our signature events, current projects, get involved or make a tax-deductible contribution, please visit our website, [www.bristolcore.org](http://www.bristolcore.org).

Respectfully submitted,  
Bristol CORE Board of Directors

Board Members:

Maura Donnelly, Kelly Hamshaw, Aidan Lenihan, Meridith McFarland, Alicia Standridge,  
Taylor Welch

Ex-officio:

Ian Albinson, Executive Director | Valerie Capels, Town Administrator

## **Bristol Historical Society**

Despite a year that didn't see any visitors to the Bristol Historical Museum after March some things were still going on.

Though the Executive Board of the Historical Society held their last in person meeting in February 2020, with no monthly meeting and guest speakers, we were still able to use email to keep in touch and make decisions on any matters that arose during the year.

After reviewing submissions from four excellent candidates by the Executive Committee of BHS our annual Merit Scholarship of \$500.00 was presented to 2020 Mount Abraham Union High School Graduate Mae Peterson.

This past year we were able to continue placing four plaques a year on historically significant structures by researching and working with homeowners to create plaques for their homes. Thanks to Ted Lylis for installing them.

This year's homes included:

Albert Dunshee House / c.1847 / Steve & Sue Alario /382 Hewitt Rd.  
Norton House / c.1840 / Kevin & Patty Hanson /51 North St.  
Solomon Farr House / 1876 / Ken & Eve Thompson / 23 North St.  
David Bosworth House / 1909 / Peter Myers/Katie Raycroft / 21 North St.

New glass was also installed in the building near the old high school that houses the old school bell. The building was constructed by the Bristol High School Association around 1976. The interior was also cleaned and the pictures were updated.

Despite not being open to the public we have continued to update displays including new displays of old hats and baby clothes that belonged to past Bristol residents. The displays of quilts has also been changed in anticipation of being open again. We have also received and cataloged 81 new items in 2020 despite not being open. Thanks to everyone who donated items.

In closing the BHS Executive Committee once again gives its thanks and appreciation to our 101 current members and 46 Life Members who support our activities through membership fees, donations and the purchases of books available at the museum or through committee members. We look forward to the near future when we will once again be able to have our monthly meetings with guest speakers and our monthly open houses. When we are able to be open again anyone is welcome to visit anytime by simply calling Reg Dearborn or Gerald Heffernan.

Respectfully submitted and thank you,

Stephen Ayotte, President; Gerald Heffernan, Vice President; John Burbank, Secretary; Ted Lylis, Treasurer; Members at large: Reg Dearborn, Rick Desorda and Sylvia Coffin.

## **Bristol Recreation Club Report**

Since 1921, the Bristol Recreation Club has been maintaining outdoor recreation space for the amusement, enjoyment, and recreation of the residents of Bristol, Vermont. We are a non-profit, volunteer-run, membership organization, open to all in the community. Our facilities are maintained by club members, volunteers, and a few contracted services. We want to thank all the community members and businesses who have volunteered or donated time, labor, and/or materials for projects and improvements to the property.

Typically, The Recreation Club property on Airport Road hosts annual events such as the July 3rd Celebration, the Three Day Stampede Cystic Fibrosis fundraiser, the “Better Late Than Never” Car Show, as well as several others. Normally, our property is home to Bristol Little League, Addison United Soccer and Lacrosse, Bristol Youth Sports soccer, and a host of activities at the HUB. Sadly, the Sodbusters were not able to host the World Horseshoe Championships in September but are committed to bringing it to Bristol in the near future!

This year was obviously not typical of the activities and events that happen at the Recreation Club, but we feel really good about our ability to provide a safe space for the community to recreate during the Covid Pandemic, following all state guidelines. While all of the large events were cancelled this year, we did host individual and small group activities like Tennis and Pickleball, and the Skatepark, Bike Park, and Pump Track got a ton of use. We also saw a tremendous uptick in residents using the fields for walking, picnicking and various other activities. The Ice Rink has also remained open during COVID with support from many volunteers led by Dane Vannosdeln and the Bristol Recreation Department.

Safe walking space is more vital than ever for the community and the Bristol Trail Network provided solace and much needed outdoor recreation for many Bristol residents this past year. Because of COVID we did not run any volunteer work crews, but many family groups and individuals pitched in to maintain and improve the 3 miles of trail that runs from Pine Street around the edge of the village all the way to Basin Street. We also helped the Bristol Elementary School improve and expand their outdoor classroom spaces, and hosted a brilliant outdoor art exhibit featuring works by Mt Abe middle schoolers. Please contact Porter Knight (knight@gmavt.net) to get involved with future initiatives. Visit our website for a map and more information [www.bristolreclub.org/bristol-trail-network](http://www.bristolreclub.org/bristol-trail-network).

The Club obtains its funds from grants, donations, member fees, user fees, and an appropriation from the Town of Bristol. We greatly appreciate the support of the local taxpayers to help us keep this property open and accessible for the community. Your input and involvement is crucial to the continued existence and growth of the Club and property. Please consider joining and becoming an active member of the club. Visit us at: [www.bristolreclub.org](http://www.bristolreclub.org)

We are all committed to continuing to support public recreation and health in a safe and responsible manner. The club will continue to follow all state guidelines and we are hopeful to be able to safely host more activities and events again this year. Be safe, continue to protect yourselves and your community.

Respectfully,

Troy Paradee, President  
Bristol Recreation Club, Inc.

## Bristol Recreation Club Report

### Revenue

	Budget 2019-20	Actual 2019-20	Budget 2020-21	Proposed 2021-22
Cash on Hand	\$ 2,545	\$ 2,545	\$ 2,675	\$ 3,689
Donations	300	500	500	500
Electricity Users	350	-	-	-
Field Rentals	4,000	1,975	4,250	3,500
Community/Youth Center	7,200	7,200	7,200	7,200
Town Appropriation	15,000	15,000	15,000	15,000
Memberships	750	1,120	500	500
Miscellaneous	200	-	225	100
<b>Grand Total</b>	<b>\$ 30,345</b>	<b>\$ 28,340</b>	<b>\$ 30,350</b>	<b>\$ 30,489</b>

### Expenditures

#### Administration Costs:

Office (Postal box, cks, etc.)	\$ 700	\$ 368	\$ 500	\$ 500
Audit	250	250	250	300
Donations	50	150	50	100
Scholarship	500	500	500	500
<b>Total</b>	<b>\$ 1,500</b>	<b>\$ 1,268</b>	<b>\$ 1,300</b>	<b>\$ 1,400</b>

#### General Maintenance

Property/Liability Insurance	\$ 2,500	\$ 2,166	\$ 2,500	\$ 2,400
Contracted Services	7,500	2,517	7,500	7,500
Electricity (Club)	975	900	850	950
Users	350	-	-	-
Equipment	800	-	500	500
Materials and Supplies	2,570	465	3,000	1,990
Mowing and Trimming	5,200	4,604	5,200	5,200
Plowing	1,000	1,088	1,200	1,200
Refuse Removal	350	-	150	100
Water	350	393	400	500
Ice Rink (Repair/Maint.)	1,000	-	1,000	1,000
<b>Total</b>	<b>\$ 22,595</b>	<b>\$ 12,133</b>	<b>\$ 22,300</b>	<b>\$ 21,339</b>

#### Capital Expenditures:

Community/Youth Center	\$ 1,500	-	-	-
Grandstand	500	1,500	1,000	1,000
Tennis Courts	4,000	500	500	500
Multi-purpose Field	250	4,000	4,000	4,000
Septic System	-	250	250	250
Trail Project	-	-	1,000	2,000
<b>Total</b>	<b>\$ 6,250</b>	<b>\$ 6,250</b>	<b>\$ 6,750</b>	<b>\$ 7,750</b>
<b>Grand Total</b>	<b>\$ 30,345</b>	<b>\$ 19,651</b>	<b>\$ 30,350</b>	<b>\$ 30,489</b>



**Elderly Services, Inc.**  
Project Independence Adult Day Care  
ESI College ~ Eldercare Counseling ~ Family Caregiver Support  
Member Agency, United Way of Addison County

Thank you to the residents of Bristol for your grant to Elderly Services at your 2020 Town Meeting.

In early 2020, Elderly Services was bustling, open 6 days a week with 80-90 Project Independence members attending each day. Our winter term of ESI College Lifelong Learning brought 114 older students in for classes several times a week. Many volunteers and students added to the lively atmosphere. Over the years, Bristol residents have been members of Project Independence, ESI College, and received our geriatric social work assistance. In 2020, sixteen Bristol residents were regularly attending Project Independence, and five were regularly involved in ESI College Lifelong Learning.

On March 18, all in-person services had to halt. Our elderly members are most vulnerable to the threats of the COVID-19 virus. Elderly Services has developed our remote services model and offers the residents of Bristol the following pandemic-era services:

- Adult Day Center without Walls:
  - Telehealth and telephone check ins
  - Online entertainment four times daily
- Online ESI College Lifelong Learning classes
- Counseling and advice for elders and families
- Education and respite referrals for caregivers
- Geriatric needs evaluation and planning

Please call Joanne or Kristin at 388-3983 for more information.

The Harry & Jeanette Weinberg Center  
112 Exchange Street. P.O. Box 581. Middlebury, Vermont 05753  
(802) 388 3983 - Fax (802) 388-0427  
mail@elderlyservices.org - www.elderlyservices.org

## **End of Life Services (formerly Hospice Volunteer Services)**

End of Life Services (EOLS), home of Hospice Volunteers, ARCH, Wellspring Singers and Bereavement is a non-profit agency providing hospice programs and bereavement support to Addison County residents for 37 years.

Services provided in 2019 through March 15, 2020, before sudden Covid-19 restrictions, continued just as robust as EOLS and all residents of Addison County have become accustomed to (9-13% increases). 100% of requests were provided without charge to patients, their families, or caregivers. We are proud of EOLS volunteers who provide this unrelenting crucial support to the most vulnerable among us.

With the pandemic, we had to switch overnight to online services and rethink the way we were able to provide services. People are still dying, still grieving, still isolating. We have been able to carry out our mission through FaceTime, Chromebooks and Zoom to connect safely with our community. Wellspring singers continue to sing virtually or outside windows. We continue to accompany the bereaved. We continue to support ARCH rooms at Porter.

We continue to care for our community while creating a sanctuary of wellbeing - for our staff, our volunteers, our partners.

## Homeward Bound

Addison County's Humane Society



236 Boardman Street, Middlebury, VT 05753

802.388.1100

**Homeward Bound, Addison County's Humane Society**, was founded in 1975. We are a private open-admission animal shelter with a mission to be a community-centered shelter that supports the human-animal bond through compassionate care, adoption, education, and advocacy.

We serve an average of 900 animals per year, including those who enter the shelter and those who receive services in the community. Our community services are designed to combat pet overpopulation, provide support to low-income pet owners, and enhance the human- animal bond through education and outreach.

Our annual budget to operate the animal shelter and provide these programs is \$714,000. We receive no funding from federal, state or local government and no unrestricted funding from national humane organizations. With a staff of 14, we rely heavily on volunteers to enhance the lives of the animals while they are here and to help us have wide-spread impact in the community; on average we have 80 active volunteers annually.

We operate the following community programs:

**Humane Education:** We host tours and pay visits to area school children providing education on proper pet care, dog bite safety, the importance of spaying and neutering, and encouraging kindness and responsibility. We host an annual full-day humane education full day summer camp for elementary school aged children.

**Pets in Crisis:** We work with local social service agencies to address the animal-related needs of victims of domestic violence and natural disasters. We offer short-term housing for animals so their humans can focus on recovery without anxiety about their beloved pets.

**Humane Investigations:** We support law enforcement in cases of animal neglect or cruelty and provide resources and support for animal victims.

**Microchipping:** We offer microchipping throughout the year to provide pet owners with a low cost way to safeguard their pets should they ever become lost.

**Lost & Found Referral:** We facilitate the reunion of pets and their people through our low-cost micro-chipping and our lost and found-referral service.

**Trap-Neuter-Return (TNR):** We operate a seasonal TNR program from April through November to help address the overpopulation of stray, feral, and loosely owned cats in Addison County.

**Pet CORE (Community Outreach, Resources, Education):** We operate a safety-net program for income-eligible pet owners through the Homeward Bound HUB, located at the shelter. Services available through the HUB include parasite preventatives, supplemental food, facilitated access to affordable spay/neuter services, and basic wellness veterinary care.

Services Provided to the **Town of Bristol**  
January 1, 2020 - October 31, 2020

<b>Incoming Animals</b>	
Stray animals brought to HB	8
Animals Surrendered by their owner	28

<b>Outgoing Animals</b>	
Adopted out to residents of Bristol	26
Stray animals returned to owner	3
Pet CORE clients (pets belonging to low-income pet owners receiving aid from Homeward Bound)	12

## Lawrence Memorial Library Board of Trustees Report

2020 has been a year of change and a test of Lawrence Memorial Library's ability to adapt and thrive. In addition to the operational changes resulting from the pandemic, LML had a change of librarians. Nancy Wilson, who has served LML so well for 30 years, retired at the end of June. We thank her for all that she has done for the Bristol community.

After a thorough search, the Board of Trustees hired Coco Moseley as our new Library Director. Coco is energetic, welcoming, and innovative. Even though she began her new role in a library closed due to COVID-19, she and her colleagues immediately focused on broad community outreach and innovative programming.

These are just a few of their accomplishments:

- A redesigned, easy to use website. And if technology is not your strong suit, Coco provides group or individual training and support in how to access the library remotely, via the internet, telephone, email and texts.
- Books available by courier or curbside pickup.
- Community service and engagement through Coco's monthly newsletter.
- Becoming a pick-up site for the Everyone Eats free meals program.
- Starting a Community Reads project to begin in January.

The data tell the story. Even though in person visits to LML are down because of COVID, all of the following have increased: website visits, audio down-loads, e-book downloads, and sign-ups for library cards.

All of the above is due to the commitment and creativity of the LML team – Coco Moseley, Library Director; Marita Schine, Children's Librarian; Megan Thomas, Interlibrary Loans and Children's Assistant; and Tayler Goodwin, Technology and Circulation; and our volunteers Martha Gurney, Kathy Duclos, and Eleanor Menzer. We thank them all.

Respectfully submitted,

Lawrence Memorial Board of Directors

Caroline Engvall, Jill Mackler, Lynn Camara, Melanie Stultz-Backus, Robert Wilkey

## Lawrence Memorial Library Budget 2020-2021

	Budget 2019-2020	Actual 2019-2020	Budget 2020-2021	Proposed 2021-2022
<b>Revenue:</b>				
Town Appropriations	\$140,340.00	\$140,666.00	\$144,248.00	\$144,248.00
Investment distribution	\$11,000.00	\$11,000.04	\$11,000.00	\$10,000.00
Fund Raising	\$1,500.00	\$1,724.00	\$1,500.00	\$2,000.00
Donations	\$2,000.00	\$2,146.51	\$2,000.00	\$2,252.00
Misc Income				
<b>Total Revenue:</b>	<b>\$154,840.00</b>	<b>\$155,536.55</b>	<b>\$158,748.00</b>	<b>\$158,500.00</b>
<b>Expenses:</b>				
Salaries	\$106,220.00	\$102,344.35	\$107,228.00	\$91,873.16
Payroll Taxes	\$8,400.00	\$8,463.37	\$8,500.00	\$7,403.77
Retirement	\$4,425.00	\$4,490.73	\$4,400.00	\$3,557.25
Insurance	\$700.00	\$566.22	\$700.00	\$16,379.52
Books	\$5,500.00	\$4,133.19	\$6,000.00	\$6,000.00
Digital Media/DVD	\$2,800.00	\$3,222.08	\$3,000.00	\$3,500.00
Children's Materials	\$2,800.00	\$2,237.43	\$3,000.00	\$3,000.00
Young Adult Materials	\$900.00	\$307.10	\$1,000.00	\$900.00
Processing Supplies	\$470.00	\$138.75	\$300.00	\$300.00
Technology	\$1,000.00	\$632.77	\$750.00	\$1,750.00
Office Supplies	\$1,000.00	\$989.19	\$1,100.00	\$1,000.00
Custodial Supplies	\$900.00	\$989.19	\$1,100.00	\$1,000.00
Postage and courier	\$980.00	\$1,074.92	\$1,000.00	\$1,260.00
Travel	\$200.00	\$15.00	\$100.00	\$100.00
Programs	\$500.00	\$280.52	\$250.00	\$500.00
Education	\$100.00	\$0.00	\$50.00	\$250.00
Dues/Memberships	\$50.00	\$0.00	\$0.00	\$250.00
Professional Fees	\$3,600.00	\$3,600.00	\$3,600.00	\$4,800.00
Equip Maintenance	\$675.00	\$1,508.70	\$450.00	\$450.00
Grounds Maintenance	\$800.00	\$980.00	\$700.00	\$800.00
Building Maintenance	\$1,000.00	\$881.91	\$2,000.00	\$1,000.00
Cleaning	\$3,900.00	\$3,230.00	\$4,400.00	\$3,300.00
Fuel Oil	\$2,200.00	\$1,914.02	\$2,400.00	\$2,400.00
Electric	\$2,300.00	\$2,350.70	\$2,500.00	\$2,500.00
Telephone and DSL	\$1,200.00	\$1,347.87	\$1,400.00	\$1,500.00
Water Expense	\$250.00	\$920.63	\$500.00	\$646.00
Building Improvements	\$1,000.00	\$946.00	\$1,000.00	\$1,000.00
Library automation support	\$850.00	\$510.30	\$1,000.00	\$760.30
Bank charges	\$120.00	\$120.00	\$120.00	\$120.00
Misc Expense		\$911.10	\$200.00	\$200.00
<b>Total Expenses:</b>	<b>\$154,840.00</b>	<b>\$149,106.04</b>	<b>\$158,748.00</b>	<b>\$158,500.00</b>

### Lawrence Memorial Library Endowment Fund Balances

Fund	Year	Ending balance 12/31/20
Vera Cline Endowment	2019	\$102,479.15
Vera Cline Endowment	2020	\$108,348.38
Lawrence Lane Fund	2019	\$103,305.06
Lawrence Lane Fund	2020	\$107,596.04

### Library Enhancement Fund 2019-2020

June 30 <sup>th</sup> , 2019 balance	\$1,827.42
Income	\$1,765.00
Expenditures	\$620.34
June 30 <sup>th</sup> , 2020 balance	\$2,972.08

This fund is for the purpose of financing capital improvements and library services and collections not included in operating expenses. The fund includes gifts, special donations, and grants.

## Northeast Addison Television

25B Main Street, PO Box 262, Bristol VT 05443

[www.neatbristol.com](http://www.neatbristol.com)

[neatbristol@gmail.com](mailto:neatbristol@gmail.com)

802-453-8562

It has been an unprecedented and challenging year. As the world switched to virtual meetings, NEAT switched from camera to teradek. We upgraded our broadcast system and bought a new streaming encoder to provide multiple streaming platforms. The new equipment means that people can watch NEAT's local programming on television (Ch 1080/Comcast) and also livestream on NEAT's website at [www.neatbristol.com](http://www.neatbristol.com). NEAT, along with other public access media centers, received a state grant this year to help cover these new costs, so that we can keep you informed and connected.

Coverage has increased, reflecting the concerns of the community. MAUSD formed a new committee - the Facilities Feasibility Study Subcommittee - in addition to its regular Board and the Community Engagement Committee, as the community addressed the future of our schools. Outlying towns can now record their own meetings and send us the video file, which we broadcast, post on the website, and archive, providing a broader platform for public viewing.

Our community is resilient and creative. NEAT live-streamed Mt Abe's 2020 Graduation, outdoors, COVID- safe of course. We produced a 7-week COVID Summer Music Series, July-August, to provide an outlet for our local artists. In lieu of a normal in-person performance, Mt Abe's annual Fall play - *A Simpler Time* - made its public 3-day debut on NEAT's Ch1080 and on online at [neatbristol.com](http://neatbristol.com). In December we broadcast the Mr/Ms Christmas Tree Pageant on 12/18/20 and Mt Abe's *Virtual Vaudeville* on New Year's Eve, along with 24 hours of local music to celebrate our community and the new year.

NEAT's sign is back up, newly repaired, outside our studio at the end of Artist Alley, 25B Main Street. Please note: NEAT switched from channel 16 to a new channel; Channel 1080 on Comcast.

In order to preserve our community history, we are in the process of expanding our permanent archive, to make it more accessible to the public. If you need to view an older video and can't find it yet on the website, please contact us at [neatbristol@gmail.com](mailto:neatbristol@gmail.com) or call (802) 453-8562.

NEAT is a non-profit public access television station which serves Bristol's 5-town region. Our mission is *to strengthen the fabric of community life by using locally-produced media to promote public dialogue, greater understanding, and citizen involvement*. We value the partnerships within the community that help us maintain our services. Let us know what matters to you.

Thank you! Stay safe.

Mary Arbuckle, Executive Director  
Shawn Kimball, Media Production

## Peace Garden Report

Whatever your memory of the Peace Garden, what has happened in the last 30 years is exactly what the children of Bristol Elementary envisioned when they designed the Peace Garden: The children imagined the garden to be a place where people could stroll, play, sit, chat and contemplate the interconnectedness of all nations.

The Peace Garden has no political affiliation and in fact was named the Peace Garden to be modeled after the Peace Garden in Washington DC. The idea grew out of the International Art Exchange (children's art from all over the world) that circulated through schools throughout the world during the years 1987-89. The children wanted to mark this amazing feat in some way. They considered contributing money to the Peace Garden in Washington DC. Finally after much discussion, the children decided they did not want to contribute to the larger garden, but wanted to create their own in Bristol, VT.

The Peace Garden continues to be a place where many enjoy sitting, contemplating, playing and strolling. 2021 will be the 30<sup>th</sup> anniversary of the dedication of the Peace Garden. When it is safe to do a celebration due to COVID, we will mark that in some way either in 2021 or 2022. Look for an update in Front Porch Forum or in next year's Town Report. We welcome suggestions.

Again this year we had the pleasure of having Andrea Murnane's second grade class assist us in planting bulbs one fall day. We were all masked and physically distanced. They are excited to see the results of their plantings in the spring. Jennifer Johnson and Dane Vannosdeln's fifth grade classes "*created little masterpieces and messages of hope*" by painting rocks collected at the river with messages on them. They left them sprinkled throughout the Peace Garden for people in the community to take as a message of hope and kindness. These small rocks from the river were so delightful and many people appreciated them.

We had a number of group work days this year and work went on, physically distancing and with masks. We did this throughout the gardening season, with many volunteers pitching in. The garden was in full splendor from April until late October. It is a gem on our town green.

We have quite a few new members to our community. If you are new to our community or have lived here for a while and are looking for a volunteer opportunity, we would welcome you! If you would like to volunteer to work with our team of volunteers, please email Phoebe Barash at [barash.phoebe@gmail.com](mailto:barash.phoebe@gmail.com). We are particularly looking for younger community members who could round out our more graying committee members.

Thanks to our volunteers, businesses and financial donations from individuals. All of these keep the garden looking beautiful through donations of time supplies and money: Carol Price, Diane Corey, Sandy and Rick Desorda, Brenda McKean, Patty Heather-Lea, Louise Brynn, Bob Donnis, Amanda and Mark Hutchinson, Leslie Cote, Emma Percy, Kathy Burritt, Betsy and Bob Almeter, Nancy Skidmore, Linda Cormany, Alice Leeds, Meridith McFarland, Sara McGrath, Karen McEachen, Bill Bouvier, Andrea Murnane and her second graders, BES fifth graders, Martin's Hardware, Pine Tree Gardens, Purinton's Farm, and Livingston Farm. A big thank you is also sent out to the Selectboard, the Town of Bristol and the Department of Public Works for their continued support of the Peace Garden.

This year we lost our friend Bunny Daubner who was a longtime volunteer for the peace Garden. We will miss her.

Phoebe Barash for the Bristol Peace Garden Committee, January, 2020



## **Tri-Valley Transit (TVT) Services (Formerly ACTR)**

Thank you for the Town of Bristol's generous support last year. During the past four years, your support helped us provide an annual average of 8,100 free trips for Bristol residents either by volunteer drivers or on wheelchair accessible vehicles, including TVT-owned vehicles operated by Elderly Services Inc. An additional 13,600 rides originated in Bristol this year on the Tri-Town Bristol and 116 Commuter buses. Tri-Valley Transit's Dial-a-Ride and Shuttle Bus systems provided a total of 226,281 rides last year. All our transportation programs enable community members to maintain their independence, gain and keep employment and access critical healthcare and quality-of-life services.

The COVID-19 crisis has emphasized the incredible importance of our work. Public transportation has been on the frontlines of providing essential service to many of the most vulnerable members of our communities. Healthcare staff get to work; dialysis, cancer and methadone patients get to treatment, and at-risk residents get food delivered. Services have been revamped to protect riders, the general public, and our staff. At first, we focused on trips to riders with no other means of transportation but whose trips were essential; and then we safely increased capacity to meet growing demand by:

- installing physical barriers between seats and directing riders to use window seats,
- waiving fares to reduce contact,
- ensuring all buses are frequently sanitized and hand sanitizer is available,
- requiring facemasks, even prior to the statewide mandate, and
- implementing screening techniques to ensure riders are not COVID risks.

The state and local grants through which we provide these services require us to raise 20% "local match" dollars. TVT's requests from towns account for approximately 5% of the 20% requirement. TVT seeks the other 15% from other sources including businesses, institutions, individuals, and grants.

# OTHER AGENCY REPORTS

# Addison County Regional Planning Commission

14 Seminary Street Middlebury, VT 05753 www.acrpc.org Phone: 802.388.3141 Fax: 802.388.0038

## Annual Report –Year End June 30, 2020

The Addison County Regional Planning Commission (ACRPC) provided the following technical assistance and planning to the Region during its 2020 fiscal year:

### Regional and Municipal Planning and Mapping

- Assisted member municipalities creating, adopting and regionally approving their municipal plans.
- Assisted member municipalities creating and adopting local regulations implementing their municipal plan.
- Provided data and mapping products to support on-going municipal planning activities.
- Provided technical assistance to municipal officials concerning municipal government.
- Represented the Region in Act 250 and Section 248 hearings.
- Assisted municipalities in applying for Village Center Designation.
- Worked with Ferrisburgh and Shoreham on their 2020 municipal planning grants to create housing
- Continued work on the update of the Population and Housing section of the regional plan.

### Educational Meetings and Grants

- Hosted educational workshops, Zoning Administrators Roundtables and monthly public meetings on a wide variety of planning topics, including water quality, housing and planning essentials.
- Wrote or provided information and support to communities and organizations to secure grant funding.

### Emergency Planning

- Worked with Addison County’s Emergency Planning Committee (LEPC 8) and Vermont Emergency Management staff to assist with municipal emergency planning and training.
- Hosted Local Emergency Management Plan training for town Emergency Managers and hosted a Tier II workshop for municipalities and businesses required to report hazardous chemicals.
- Worked with Vermont Emergency Management to exercise local and statewide disaster plans.
- Assisted in development of a hazard mitigation plan for the Town of Lincoln, and completion of FEMA requirements and acceptance for the Town of Ripton.
- Assisted communities in completing Local Emergency Management Plans to maintain ERAF status.
- Provided COVID-19 updates and information to Town Officials and Emergency Managers
- Assisted in developing a Mutual Aid agreement for Public Works Departments

### Energy Planning:

- Assisted a Bristol, Panton New Haven and Shoreham in completing their enhanced energy plans and strengthening policies supporting renewable energy.
- Worked with five municipalities; Monkton, Panton, Salisbury, Vergennes and Weybridge through the process of regional approval of their Enhanced Energy Plans.
- Worked with Efficiency Vermont and municipalities to implement enhanced energy plans.
- Hosted 4 roundtables of municipal energy committees and coordinators

### Transportation Planning

- Supported the Addison County Transportation Advisory Committee’s regional priorities and studies.
- Supported Tri-Valley Transit/ACTR by providing leadership and technical support.
- Worked with municipalities to produce road erosion inventories for local roads.
- Assisted Towns with bike and pedestrian, structures, and stormwater grants.
- Served as a Municipal Project Manager for sidewalk construction projects in Middlebury and Weybridge.
- Sponsored town transportation planning studies, and supported municipal capital budget development.
- Hosted regional Walk/bike council and began planning for a future Bike/Ped Summit in Middlebury.

### Natural Resources Planning

- Actively support the efforts of the Addison County River Watch Collaborative.
- Worked with municipalities to support conservation commissions.
- Participated on the Lake Champlain Basin Program technical advisory committee.
- Provided educational outreach supporting the Otter Creek Tactical Basin Plan update.
- Assisted in stormwater planning projects and Ecosystem Restoration Program grants.

Addison	Bridport	Bristol	Cornwall	Ferrisburgh	Goshen	Leicester
Lincoln	Middlebury	Monkton	New Haven	Orwell	Panton	Ripton
Salisbury	Shoreham	Starksboro	Vergennes	Waltham	Weybridge	Whiting





## ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT 2020 ANNUAL REPORT

The Addison County Solid Waste Management District is a union municipal district formed in 1988 to cooperatively and comprehensively address the solid waste management interests of its 21 member municipalities: Addison, Bridport, Bristol, Cornwall, Ferrisburgh, Goshen, Leicester, Lincoln, Middlebury, Monkton, New Haven, Orwell, Panton, Ripton, Salisbury, Shoreham, Starksboro, Vergennes, Waltham, Weybridge and Whiting. The District is governed by a Board of Supervisors (Board) comprised of one representative and one alternate appointed by each of the member municipalities. The Board regularly meets virtually (due to the ongoing pandemic) on the 3<sup>d</sup> Thursday of the month at 7PM, and the Executive Board meets monthly 8 days prior to the Board meeting. All meetings are open to the public.

### **District Mission**

To seek environmentally sound & cost effective solutions for: (1) Promoting **waste reduction**; (2) Promoting **pollution prevention**; (3) Maximizing **diversion** of waste through reuse, recycling and composting; and (4) Providing for **disposal** of remaining wastes.

### **District Office and Transfer Station**

**Telephone:** (802) 388-2333

**Fax:** (802) 388-0271

**Website:** [www.AddisonCountyRecycles.org](http://www.AddisonCountyRecycles.org)

**E-mail:** [acswwmd@acswwmd.org](mailto:acswwmd@acswwmd.org)

**Transfer Station Hours:** M-F, 7 AM–3 PM & Sat, 8 AM–1 PM

**Office Hours:** M-F, 8 AM–4 PM

**HazWaste Center Hours:** M-F, 8 AM–2 PM & Sat, 8 AM–1 PM

The District Office, Transfer Station and HazWaste Center are co-located at 1223 Rt. 7 South in Middlebury. The Transfer Station accepts large loads of waste and single stream recyclables for transfer to out-of-District facilities. District residents and businesses may drop off a variety of other materials for reuse, recycling and composting. A complete list of acceptable items and prices is posted on the District's website. The office is closed to visitors due to the pandemic, but staff can be reached via phone, e-mail, text, and mail.

### **2020 Highlights**

**COVID-19.** The year 2020 has been a difficult year, requiring the flexibility to adapt to the pandemic that disrupted all of the lives of our community residents and businesses. The District staff have been working diligently, despite the risk, toward maintaining the solid waste management and collection system during these challenging times. Deemed an “essential business” by the Dept. of Homeland Security, and state and local emergency declarations, the District has been following the guidance on how to protect our staff and customers while

providing essential services. On March 30<sup>th</sup> – May 18th, the District Transfer Station was forced to limit residents to food scraps only. The ***Reuse It or Lose It!*** Centers were closed until further notice. Thankfully, the Transfer Station was able to continue servicing businesses and commercial haulers without interruption.

**Waste Diversion.** The VT Universal Recycling Law instituted a landfill ban of food scraps as of 7/1/2020. All generators had to begin diverting food scraps, either through backyard composting, through a commercial hauler, or at a waste facility. The District has been busy working with its residents, haulers, schools, institutions, and businesses to comply with the new mandate. As a result, the District has collected an average of 14,500 lbs. per week, a 200% increase since the ban took effect.

**Recycling.** The decline in market prices for most recyclables continued in 2020. The District has been able to absorb the recycling losses, estimated to reach \$35,000+ this year. However, the District's commitment to recycling remains steadfast. VT Act No. 69 mandates took effect on 7/1/2020. Single-use expanded polystyrene food service products are banned, along with single-use plastic carryout bags. Expanded polystyrene food service products are not allowed to be sold in VT. Plastic straws are available upon request only, and plastic stirrers are banned. A study committee was formed to further examine ways to manage packaging and printed materials.

**Product Stewardship.** The District has continued to be a strong advocate for Extended Producer Responsibility (EPR) laws as a method of controlling costs and keeping unwanted and banned items out of the landfill. EPR laws help distribute the cost of recycling and safe management of these products among industry, government, and consumers. The District continues to serve as a Collector under Vermont's EPR programs for electronics, mercury-containing lamps, primary cell batteries, and architectural paints.

**Illegal Burning/Disposal.** The District contracted with the Addison County Sheriff's Department in 2020 to enforce its Illegal Burning & Disposal Ordinance. The District served again as County Coordinator for Green-Up Day, assisting the many area volunteers who organized collection of roadside litter, and providing bags and gloves. Green-up Day collection totals were lower this year, with an event delay and a drop in participation rates due to the pandemic. The District subsidized the disposal of 6.09 tons of roadside trash, 10.81 tons of tires, and various other abandoned items, for a total economic benefit to its member towns of \$2,293.

### **2021 Annual Budget**

The District adopted a 2021 Annual Budget of \$3,818,063, an 8.35% increase. The Transfer Station tip fees will increase to \$130/ton (\$8 minimum fee) for MSW and C&D. The rate for Single Stream Recyclables will increase to \$125/ton. Residential food scraps will be \$1 per 5 gallons or less. Business Food Scraps will increase to \$15 per 32-gal unit and \$20 per 49-gal unit. Leaf & Yard Waste greater than 3 cu.yds. will increase to \$20. Rates on some other items will have nominal increases. The prices of green food scrap buckets, Soil Savers, kitchen collectors and blue recycling bins will also increase. **There will be no assessments to member municipalities in 2021.**

For a copy of the full 2020 Annual Report and Adopted 2021 Annual Budget and Rate Sheet, please give us a call, or visit the District website at [www.AddisonCountyRecycles.org](http://www.AddisonCountyRecycles.org).



**State of Vermont**  
**Department of Health**  
 Middlebury Office of Local Health  
 156 So. Village Green, Suite 102  
 Middlebury, VT 05753

[phone] 802-388-4644  
 [toll free] 888-253-8804  
**HealthVermont.gov**

# Vermont Department of Health Local Report

Middlebury District, 2021

At the Vermont Department of Health our twelve Local Health District Offices around the state provide health services and promote wellness for all Vermonters. More info on your local health office can be found here: <https://www.healthvermont.gov/local>

## COVID-19

2020 has been a challenging year for Vermonters. However, the Vermont Department of Health has been recognized as a national leader in managing the virus. This is what the Health Department has done in your community:

- COVID-19 Testing:
  - Since May 2020, the Health Department has provided no-cost Covid-19 testing. Through November 17, 2020, the Vermont Department of Health has held 509 testing clinics, testing 40,796 Vermonters. This important work helps to identify the spread of Covid-19 and is just one of the many ways your Health Department is promoting and protecting the health of Vermonters.
  - Statewide, 224,284 people have been tested as of November 30, 2020
- COVID-19 Cases:
  - As of November 25, 2020, Vermont had the fewest cases of COVID-19 and the lowest rate of cases per 100,000 population of all 50 states.
  - Statewide, as of November 30, 2020, there have been 4,172 cases of COVID-19
- Even more up-to-date information can be found on the Health Department’s website: <https://www.healthvermont.gov/currentactivity>

## Additional Programs

In addition to the COVID-19 response, the Health Department has programs such as influenza vaccinations and WIC.

- Flu Vaccinations: Protecting people from influenza is particularly important in 2020, as the flu may complicate recovery from COVID-19. (Data is as of November 17, 2020)
  - Approximately 213,000\* Vermonters have been vaccinated against the flu this season \*(Due to technology outages, flu vaccinations given are underreported by approximately 25%-33%.)
- WIC: The Women, Infants, and Children Nutrition Education and Food Supplementation Program remains in full effect, though much of the work that was done in person is now being done remotely through TeleWIC. (Data is as of October 20, 2020)
  - 11,308 infants, children, and pregnant, postpartum, and breastfeeding people were served by WIC in Vermont, either in traditional format or TeleWIC

Learn more about what we do on the web at [www.healthvermont.gov](http://www.healthvermont.gov)

Join us on [www.facebook.com/healthvermont](https://www.facebook.com/healthvermont)

Follow us on [www.twitter.com/healthvermont](https://www.twitter.com/healthvermont)



# VITAL RECORDS

## BIRTHS 2020

Smith, Spencer Archer  
January 2, 2020

Breen, Hadley Jean  
February 9, 2020

Hartman, Josephine Ildiko  
February 27, 2020

Robert, Averie Lylah  
March 4, 2020

Mayer, Skye Donna  
March 14, 2020

Cousino, Sophia Mary  
March 29, 2020

Meulnet, Alexander Maurice Coad  
April 14, 2020

Halpin, Noah Thomas  
April 19, 2020

Roscoe, Evelyn Michelle  
March 21, 2020

Lossman, Jeremiah Walter  
April 21, 2020

Gale, Ellie Michelle  
April 26, 2020

Roleau, Levi Roger  
May 5, 2020

Phelps, Claire Lois  
May 10, 2020

Piasecki, Isla Rose  
May 11, 2020

Smith, Emmet Flynn  
May 20, 2020

Gravelle, Jason Allen  
May 29, 2020

Cousino, Finley Joseph  
June 1, 2020

Crandall, Natalie Rye  
July 23, 2020

Young, Weston Paul  
July 30, 2020

Pecor, Hudson Cayde  
August 7, 2020

Cousino, Colton John  
August 22, 2020

Dunham, Eliza Alexandria  
August 31, 2020

Zilembo, Birk Wren  
September 2, 2020

O'Toole, Timothy Sebastian  
September 4, 2020

Pearson, Eloise Mae  
September 30, 2020

Freeguard, Oaklin Grace  
October 7, 2020

Linehan, Silas Murray  
October 8, 2020

Lear, Stella Mae  
November 12, 2020

Masterson, Bennett Alden Jay  
November 18, 2020

Jones, Tessa Catherine  
November 23, 2020

Wheelock, Axel Rain  
December 2, 2020

Parks, Oliver Patrick  
December 3, 2020





## DEATHS 2020

<u>NAME</u>	<u>DATE</u>
Lawrence, Irene Mae	January 4, 2020
Novak, Agnes E.	January 18, 2020
Bedell, Viola Ruth	January 27, 2020
Seeley, Robert Stanley	February 5, 2020
Kaszuba, Betty B.	February 23, 2020
Sherman, Bertha Etta	March 2, 2020
Lattrell, Lorayne Ann	March 7, 2020
Gagnon, Andre Joseph	March 8, 2020
Weston, Vivian Alice	April 21, 2020
Coughlin, Brenda Jean	April 26, 2020
Hance, Paul Edward	April 27, 2020
Butler, Arthur William	May 4, 2020
Baldwin, Gertrude Eva	May 8, 2020
Mayer, Veronica Mary	May 8, 2020
Brennan, Iloene	May 8, 2020
DeCosta, Jessie-Mae Pauline	May 11, 2020
Ward, Allen Claude	June 17, 2020
Heath, Paulita Joyce	June 28, 2020
Walsh, Henrietta Laurael	June 30, 2020
Wisell, William Charles	July 1, 2020
Daubner, June S.	July 14, 2020
Merrill, Richard Everett	July 17, 2020
Larson, Gary Arthur	August 31, 2020
Simonds, Elisabeth Rae	September 11, 2020
Audet, Magloire Ferdinand	September 19, 2020
Cushman, Edward Elijah	October 7, 2020
Grace, Georgia Etta	October 9, 2020
Brown, Rita Marie	October 21, 2020
Corkins, Maryann	November 18, 2020
Rheume, Kenneth Donald	November 18, 2020
Urbanak, Richard Patrick	December 3, 2020
Isham, Eleanor LaFrance	December 15, 2020
Bruch, Frank Osborne	December 17, 2020
Blake, Norman T.	December 20, 2020
Diminico, Peter A.	December 25, 2020
Ladeau, Clayton Marshall, Jr.	December 26, 2020
Hutchins, Roy Marshall	December 27, 2020

## MARRIAGES 2020

**SPOUSE A**

Elkins, Amy Lynn  
 Hines, Parker Wesley  
 Huard, Cynthia Marie  
 Ray, Amelia Lokelani  
 Williams, Walter Laurence  
 Bachand, Nichole Lynn  
 Herrick, Brian Keith  
 Bissonette, Heidi Jean  
 Vaughan, April Rose  
 Valentino, Caren  
 McGuire, Cindy Jean  
 Niland, Caitlin Treise  
 Chiarelli, Nicholas  
 Phelps, Rebekah Everest  
 Welch, Taylor Jane  
 Figueroa-Norse, Zoraida Yvette  
 Sargent, Allison Brook  
 Whitten, Stephanie Marie  
 King, William Jess  
 Boise, Nicholas William  
 Jiron, Lorena Michelle  
 Trinci, Jaime Lynn  
 Gorton, Matthew Ross  
 Smith, Susan Elizabeth  
 Guyette, Nicholas John

**SPOUSE B**

Goodman, David Michael  
 Layn-Gosselin, Shealyn Mackenzie  
 Lunstead, Jeffrey John  
 Bacon, Jeremy Matthew  
 Collis, Kristen Marie  
 Bartlett, Matthew Edward  
 La Vacca, Laura Ann  
 Giroux, Kyle David  
 Jennings, Craig Michael  
 Dawson, Rayon Tyrone  
 Wagner, Jennifer Lee  
 Merrill, James Thomas  
 Sullivan, Abigail Holbrook  
 Cameron, Bradley Jaymes  
 Plante, Micah Phillip William  
 Jennings, Cory Vincent  
 Ramsey, Britney Ann  
 Lalumiere, Craig Roland  
 Blittersdorf, Alyssa Louise  
 Wingfield, Grace Helene-Marcelle  
 Hamberlin, David Huard  
 Mahoney, Griffith Paul  
 Hill, Hannah Rebecca  
 Sword, Carl Howard  
 LaValley, Matthew Robert

**DATE**

January 1, 2020  
 January 8, 2020  
 January 25, 2020  
 June 15, 2020  
 June 25, 2020  
 July 4, 2020  
 July 19, 2020  
 August 8, 2020  
 August 15, 2020  
 August 16, 2020  
 August 16, 2020  
 August 22, 2020  
 August 29, 2020  
 September 5, 2020  
 September 12, 2020  
 September 19, 2020  
 September 26, 2020  
 October 3, 2020  
 October 3, 2020  
 October 10, 2020  
 October 10, 2020  
 October 10, 2020  
 October 10, 2020  
 October 31, 2020  
 November 13, 2020



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ANNUAL TOWN  
CONDENSED  
MEETING MINUTES

**WARNING**  
**ANNUAL TOWN MEETING**  
**BRISTOL, VERMONT**  
**March 2, 2020**

**ARTICLE 1:** To hear the reports of the Town Officers. **Article passed by voice vote.**

**ARTICLE 2:** To Elect Town Officers by Australian Ballot. **Article passed by voice vote.**

**ARTICLE 3:** Will the voters of the Town of Bristol vote that all real property taxes payable in installments shall bear interest at a rate of  $\frac{3}{4}$  of one percent per month or fraction thereof for the first three months and thereafter one and one-quarter percent per month or fraction thereof from the due date of each installment with the payment to the Town Treasurer of the real property taxes for the Town's fiscal year period of July 1, 2020 through June 30, 2021, being due in two equal installments on November 5, 2020 and April 5, 2021 by physical delivery to the Town Office before midnight on that date? **Article passed by voice vote.**

**ARTICLE 4:** Will the Town limit the amount of the penalty charged by the collector of delinquent taxes for payments made after the due date for payment to six percent (6%) of the tax collected pursuant to 32 V.S.A. § 1674(3)(A)? Article amended to read 4%. Amendment passed by voice vote. Article amended to change the word limit to set. **Article passed as amended via voice vote.**

**ARTICLE 5:** To set salaries that shall be paid to the members of the Selectboard? Set the annual salary at \$500/year, \$15/meeting for members, and \$25/meeting for Chair. **Article passed as amended.**

**ARTICLE 6:** Will the voters of the Town of Bristol authorize the Selectboard to appoint a Town Clerk as provided in 17 V.S.A § 2651e? Article amended to only if no resident files for the office. Amendment defeated by voice vote. Article amended to have the Selectboard to bring candidates selected to a public forum before the appointment to hear the candidates, with the ability to ask questions and hear the candidates. Amendment failed by voice vote. Moderator asked for a division of the house. **It was determined the article passed by 64-39.**

**ARTICLE 7:** Will the voters of the Town of Bristol authorize the Selectboard to appoint a Town Treasurer as provided in 17 V.S.A § 2651f? Article amended to add this be revisited at the Town Meeting of 2024. Article was moved to table discussion. Tabling the discussion was defeated by voice vote. Article as amended was defeated by voice vote. Article amended to authorize the Selectboard to appoint a Town Treasurer for a term of 1 year. Article as amended defeated by voice vote. **Article passed by voice vote.**

**ARTICLE 8:** Will the voters authorize the use of the June 30, 2019 General Fund undesignated fund balance to pay the balance of the South Street Bridge loan financed through the People's

United Bank with a current principal balance of \$52,620, plus any interest accrued at the current loan rate of 2.95% through the payoff date in FY2021? **Article passed by voice vote.**

**ARTICLE 9:** Will the voters authorize the transfer of \$20,000 of the June 30, 2019 General Fund undesignated fund balance to the Capital Building Fund? **Article passed by voice vote.**

**ARTICLE 10:** Will the voters authorize the transfer of \$25,000 of the June 20, 2019 General Fund undesignated fund balance to the Capital Paving Fund? **Article passed by voice vote.**

**ARTICLE 11:** Will the voters authorize the transfer of \$30,000 from the June 30, 2019 General Fund undesignated fund balance to the Capital Sidewalk Fund? **Article passed by voice vote.**

**ARTICLE 12:** Will the voters establish a cemetery Reserve Fund pursuant to 24 V.S.A § 2804 for the purpose of maintaining, repairing, and preserving cemeteries owned by the Town of Bristol and authorize use of the June 30, 2019 General Fund undesignated fund balance to appropriate a sum of \$10,000 to it? **Article passed by voice vote.**

**ARTICLE 13:** Will the voters appropriate the following sums to be placed in various Town Reserve Fund accounts as noted?

<b><u>Reserve Fund:</u></b>	<b><u>Amount:</u></b>
Capital Building Fund	\$30,000
Capital Fire Equipment Fund	\$25,000
Capital Fire Vehicle Fund	\$100,000
Capital Highway Equipment Fund	\$135,000
Capital Road Fund-Construction	\$40,000
Capital Road Fund-Paving	\$125,000
Capital Sidewalk Fund	\$35,000
Conservation Fund	\$10,000
Reappraisal Fund	\$5,000
Technology Fund	<u>\$7,000</u>
Total:	\$512,000

**Article passed by voice vote.**

**ARTICLE 14:** Will the voters appropriate the following sums in support of the organizations listed below, with said amounts level funded or lowered from the prior year, pursuant to 24 V.S.A § 2691?

<b><u>Organization:</u></b>	<b><u>Amount:</u></b>
Addison County Restorative Justice	\$1,150
Addison County Home Health & Hospice	\$4,700
Addison County Humane Society	\$1,000
Addison County Parent Child Center	\$4,800
Addison County Readers	\$2,000
Addison County Transit Resources	\$11,306

Addison County River Watch	\$300
Age Well (Formerly CVAA)	\$2,700
Bristol After School Kid's Program	\$1,275
Bristol Band	\$1,200
Bristol CORE	\$10,000
Bristol Family Center	\$4,000
Bristol Fourth of July Committee	\$6,000
Bristol Historical Society	\$2,500
Bristol Little League	\$2,000
Bristol Recreation Club	\$15,000
Bristol Rescue Squad	\$13,500
Counseling Service of Addison County	\$3,875
Elderly Services	\$2,200
Hope (Helping Overcome Poverty's Effects)	\$3,250
Hospice Volunteer Services	\$1,200
John Graham Shelter	\$1,400
North East Addison Television (NEAT)	\$3,500
Open Door Clinic	\$1,000
Retired and Senior Volunteer Program	\$750
Vermont Adult Learning	\$1,650
WomenSafe	<u>\$3,500</u>
Total:	\$105,756

**Article passed by voice vote.**

**ARTICLE 15:** Will the voters approve an appropriation of \$144,248 for the Lawrence Memorial Library for its annual operating budget, said sum to be raised by taxes? **Article approved by voice vote.**

**ARTICLE 16:** Will the voters appropriate \$29,000 for the Bristol Cemetery Association, Inc. for the purpose of maintaining Greenwood Cemetery (mowing and trimming) in a well-kept manner in accordance with 24 V.S.A §2691? **Article passed by voice vote.**

**ARTICLE 17:** Will the voters appropriate \$3,000 to Turning Point Center of Addison County for the purpose of supporting its mission to assist persons, their families, and their friends in recovery from substance use disorder and addictive behaviors in accordance with 24 V.S.A. § 2691? **Article passed by voice vote.**

**ARTICLE 18:** Will the voters adopt the proposed 2020-2021 fiscal year Public Works/Highway Fund Operating Budget in the amount of \$815,365, a portion thereof in the amount of \$716,515 to be raised by taxes; the tax rate on the 2020 Grand List of the Town sufficient to raise said sum as taxes to be determined by the Selectboard? **Article passed by voice vote.**

**ARTICLE 19:** Will the voters adopt the proposed 2020-2021 fiscal year Arts, Parks and Recreation Department budget in the amount of \$300,653, a portion thereof in the amount of

\$195,353 to be raised by taxes; the tax rate of 2020 Grand List of the Town as taxes to be determined by the Selectboard? **Article passed by voice vote.**

**ARTICLE 20:** Will the voters adopt the proposed 2020-2021 fiscal year General Fund Operating Budget in the amount of \$922,799, a portion thereof in the amount of \$741,747 to be raised by taxes, subject to modification by actions on the previous article; the tax rate on the 2020 Grand List of the Town sufficient to raise said sum as taxes to be determined by the Selectboard? **Article passed by voice vote.**

**ARTICLE 21:** To transact any other non-binding business that may legally come before this meeting. **Meeting adjourned at 10:23pm.**

## APPLICATION FOR VOLUNTEER POSITIONS IN TOWN GOVERNMENT

The Town frequently looks for qualified individuals to serve as Town Officers, or as members of the Commissions and Boards. In addition, there are other positions, as well as special committees, which may be appointed by the Selectboard. Please see the list of Town officers in the Town Report for a complete listing. There are also other groups in town who are always looking for volunteers. If you are interested in getting involved, please fill out and return this form to the **Town Administrator, Town of Bristol, PO Box 249, Bristol, VT 05443**, drop off at the Town Office at One South Street, Bristol, or in the box located in the lobby of Holley Hall during Town Meeting or Election Day on Tuesday.

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

Why are you interested? \_\_\_\_\_

\_\_\_\_\_

What skills do you bring to the volunteer position? \_\_\_\_\_

\_\_\_\_\_

### Interest in serving on:

#### Town Offices:

- Planning Commission
- Development Review Board
- Conservation Commission
- Design Review Commission
- Energy Committee
- Equipment Committee
- Revolving Loan Fund Committee
- Police Advisory Committee
- Hub Advisory Board
- Other: \_\_\_\_\_

#### Other Community Groups:

- Howden Hall Committee
- Holley Hall Committee
- Fourth of July Committee
- Bristol Historical Society
- Bristol Recreation Club
- Bristol CORE
- Bristol Fire Department
- Bristol Friends of the Arts
- Bristol Best Night
- Bristol Rescue Squad
- The Peace Garden



**Town of Bristol**

1 South St., PO Box 249, Bristol, VT 05443

**Phone:** (802) 453-2410 **Fax:** (802) 453-5188

**Email:** town@bristolvt.org **Website:** www.bristolvt.org

**Office Hours:** Monday thru Friday 8:00 a.m. to 4:30 p.m.

**TELEPHONE NUMBERS**

Town Clerk’s Office	453-2410 x5
Town Treasurer’s Office	453-2410 x5
Town Administrator’s Office	453-2410 x1
Town Zoning Office	453-2410 x2
Town Lister’s Office	453-2410 x3
Department of Public Works	453-4707
Bristol Recreation Department	453-5885
Bristol Hub Youth Center	453-3678
Bristol Water Department	453-2410 x5
Bristol Police Department	453-2533
Bristol Fire Department	453-3201
Bristol Rescue Squad	453-2513
Lawrence Memorial Library	453-2366
State Police	388-4919

**EMERGENCY NUMBERS**

Fire Department	911
Bristol Rescue Squad	911
State & Local Police	911

**WEBSITES**

Town of Bristol	www.bristolvt.org
Town of Bristol Facebook	www.facebook.com/bristolvt
Bristol Recreation Department	www.bristolvt.myrec.com
The Hub Teen Center	www.bristolskatepark.com
Lawrence Memorial Library	www.lawrencelibraryvt.org
Northeast Addison Television (NEAT)	www.neatbristol.com
Bristol CORE	www.bristolcore.org
Bristol Recreation Club	www.bristolreclub.org

**CLOSED ON THE FOLLOWING HOLIDAYS**

New Year’s Day	Fourth of July	Thanksgiving Day
Presidents Day	Labor Day	Day after Thanksgiving
Memorial Day	Veterans Day	Christmas Day

**MEETINGS**

Selectboard	2 <sup>nd</sup> and 4 <sup>th</sup> Monday at 7:00 p.m.
Planning Commission	3 <sup>rd</sup> Tuesday at 7:00 p.m.
Development Review Board	as needed
Conservation Commission	2 <sup>nd</sup> Thursday at 6:00 p.m.
Energy Committee	3 <sup>rd</sup> Wednesday at 7:00 p.m.