

**Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday April 26, 2021**

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

Staff present: Board Clerk Tasha Bouvier, Town Administrator Valerie Capels, Director of Public Works Eric Cota, Fire Chief Brett LaRose, Town Clerk Sharon Lucia, Recreation Department Director Meridith McFarland, Assistant to Recreation Department & Hub Alex Mihavics, Town Treasurer Jen Myers, Police Chief Bruce Nason, and Hub Director Taylor Welch.

Others present: Samantha Dunn (Evernorth), Jacqueline Fefee, Kevin Harper, Cherie Jackman, Paul Jackman, Shawn Kimball (NEAT TV), John Moyers, Jim Quaglino, Christopher Ross (*Addison Independent*), Roy Schiff, Elise Shanbacker, Jessica Teets, Kristen Underwood, Jennifer Urban, and Erin Wheeler.

I. Call to Order. Chair Pecker Heffernan called the meeting to order at 7:02 p.m.

1. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A). The meeting minutes will be moved to next meeting and the sidewalk RFP under regular business item #10 will be postponed.

2. Overview of Zoom meeting operation and procedures: rules for participation, mute microphone, recognition by Chair, etc.

II. Public Forum:

III. Consent Agenda.

Ian Albinson moved to approve consent agenda. Joel Bouvier seconded. So voted.

1. Approve curb cut application 2021-02DA, Dwire, on Lower Notch Road per Public Works Foreman's recommendations.

2. Approve curb cut application 2021-03DA, Jackman, on Mountain View Street as proposed.

3. Approve curb cut application 2021-04DA, Davis, on Meehan Road per Public Works Foreman's recommendations.

4. Approve grant authorization request: Recreation Department application to the Vermont After School Summer Grant Program, for up to \$75,000.

5. Approve grant authorization request (retroactive): VTrans Structures application for Lincoln Road/New Haven River riverbank washout restoration.

6. Approve Green Mountain Power petition: request to rebuild poles on Lower Notch Road.

IV. Regular Business.

1. Stoney Hill residential development: density and Town property transfer negotiation update and next steps. This is a follow up from the February 23 Selectboard meeting at which options were discussed for transferring some aspect of the Town's adjoining property to the Stoney Hill

residential development project in order to accommodate increased density from the 15 currently approve to 20 units. The Selectboard expressed support at the time for the concept and asked that other alternatives be considered, such as a long-term lease or easement or an alternative configuration of the property to the south. Since then, the option of an interim zoning bylaw authorizing a density bonus under certain conditions was suggested. In her April 1, 2021 email, Samantha Dunn of Evernorth is asking the Selectboard to consider executing a memorandum of understanding (MOU) affirming the Selectboard's support while a final approach is decided about how to accomplish the increased density objective. The need to have an amended zoning permit no later than sometime in July is driving the timelines. They need to have an amended Act 250 permit in hand by October, which cannot be applied for until the amended zoning permit has been issued. Amending the zoning permit will require at least one public hearing before the Bristol Development Review Board. In the meantime, an MOU in hand for their presentation to funders on May 24 would strengthen their position if a final decision or other action has not been made. We have since confirmed that a long-term lease or easement on the Town property will not be an option for density purposes; the property must be in the applicant's ownership. Interim zoning creating a density bonus overlay district could be an option, but the timeline for defining the components and locations where it would be applicable (to avoid spot zoning) is highly uncertain. An alternative configuration of a potential lot line adjustment involving the Town's land to the south may be available at Monday's meeting. Because this area is in different zoning district, more land area would be needed to meet the density requirement. Michelle Perlee moved that we agree to an MOU with Evernorth and to adjust the lot lines north of lot 2 and authorize Town Administrator to sign it. Ian Albinson seconded. So voted. Joel Bouvier asked will there be any "money" given to the town for this. There answer is no.

2. Eagle Park universal fishing platform proposal for engineering design services for flood mitigation. We know that FEMA has estimated the cost to repair the universal fishing platform (UFP) to its pre-flood condition to be \$55,322. We have also been advised by FEMA that this project would probably qualify for additional hazard mitigation funding if additional or alternative elements were included to *prevent* future damages. Because the original design engineer would already have plans of the site and be familiar with the project, they reached out to Roy Schiff from the original design engineer Milone and McBroom for a cost proposal to evaluate the current condition of the site and develop an alternative design to reduce future damages. We have received his cost proposal; however, he is now with a new firm SLR. The quote is not being disclosed publicly in the event the Selectboard wishes to seek other proposals. Bristol's current procurement policy allows for sole source contracts and does not require multiple quotes for professional services, such as engineering. Ian Albinson moved to make the walkway to the platform safe and the platform usable for this summer season. Darla Senecal seconded. So voted. If the platform has more repairs than needed it won't be done. Only if the platform can be fixed at a minimal cost. Ian Albinson moved to pursue funds for hazard mitigation funding with FEMA, which would include engineering costs. Michelle Perlee seconded. So voted.

3. Water Commission: water bill adjustment request from Jacqueline Fefee, 612 Rockydale Road. Michelle Perlee moved to have the bill stand and the interest and fees be waived and have the water customer work with the office on a payment plan. Ian Albinson seconded. So voted. Joel Bouvier voted no.

4. Water Commission: application for new water connection, Paul Jackman, 23 Mountain View Street. Ian Albinson moved to approve the application for new water connection on 23 Mountain View Street. Joel Bouvier seconded. So voted.

5. Town Green Park Use application: Bobcat Café Food Truck off West Street. Ian Albinson moved to approve the application with Bobcat Café Food Truck off West Street through the 2021 season. Darla Senecal seconded. So voted. Jennifer Urban and Erin Wheeler said they would like to have other vendors and bands to play the same night (when it is safe to do so). If any other vendors would like to join it would have to be approved by the Bobcat Café through the Bristol Recreation Department Director.

6. Recreation Department proposal for purchase of a bus or van for program transportation. Recreation Director Meridith McFarland would like to present a proposal the department is contemplating to purchase or lease a 15-passenger bus or van to be used to transport program patrons to various camps and/or event in and outside of town. It could be possible that funds from any number of state and federal COVID-related and/or recreation-related grant programs could be eligible for such a commitment.

7. Third quarter budget status review; FY2020 audit status update. There are some delinquent tax people that Jen Myers will be having the Town lawyer send letters to them. The Selectboard will have this as an agenda item on another night.

8. American Rescue Plan Act preliminary discussion. Online is letter from the Addison County Regional Planning Commission (ACRPC) and the Addison County Economic Development Corporation (ACEDC) encouraging member towns to begin thinking about how they could best deploy the funds we are expected to receive through the American Rescue Plan Act (ARPA). As many people already know, I have been reluctant to get too far ahead of this subject without having more information about project or program eligibility, criteria, matching requirements, expected timelines, reporting and delivery requirements, and more. This information is expected to be released by the U. S. Treasury in a couple weeks. In the meantime, the Town of Bristol is expected to receive a total of \$1.1 million. The Selectboard will wait to see what the parameters about this and discuss at a future meeting when the time comes.

9. Review and adoption of the Bristol Local Emergency Management Plan. Ian Albinson moved to adopt the Bristol Local Emergency Management Plan and to designate Pecker Heffernan and Joel Bouvier as signors. Darla Senecal seconded. So voted.

10. East Street sidewalk replacement project draft RFP review, including Park Street section to be replaced. Michelle Perlee brought up that 10% of the amount be withheld until a final run through of the project has been done and the work has been done to satisfaction. Ian Albinson moved to accept RFP with changes with Public Works option and adding in 10% being withheld until work has had a final inspection with satisfactory work has been complete. Michelle Perlee seconded. So voted. Valerie Capels asked about Park Place sidewalk work that needs to be done and next on the list. It was also discussed that if they aren't following the proper guidelines, they would get shut down and either Eric Cota or Valerie Capels would then speak to the contractor about it.

11. Approval of the March 29 and April 12, 2021 meeting minutes. This will be moved to the next meeting.

12. Authorize accounts payable warrant and any liquor licenses. \$709,441.63.

13. Selectboard roundtable.

Ian Albinson asked for the zoom links be fully on the agendas, so it's easier when he puts it on Front Porch Forum. Ian Albinson asked when the sand buckets will be removed. Eric Cota will move them soon.

Darla Senecal thanked Bruce Nason for texting him back right away about a citizen concern. Darla Senecal noticed the new accessible signs that went up at Holley Hall and thanked everyone involved. Darla Senecal said great job on the 5 town food drive and Bristol Fire Department and Shaw's for helping.

Michelle Perlee said green up day is Saturday May 1, 2021.

14. Town Administrator's report.

V. Other Business.

1. Correspondence, reports, correspondence received.

VI. Adjourn.

1. At 10:45 p.m. X moved to adjourn the meeting. X seconded. So voted.

Respectfully submitted,

Tasha Bouvier
Board Clerk

Valerie Capels
Town Administrator