

**^Town of Bristol, Vermont  
Selectboard Meeting Minutes of  
Monday May 10, 2021**

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

Staff present: Town Administrator Valerie Capels, Public Works Eric Cota, Town Clerk Sharon Lucia, Town Treasurer Jen Myers, and Police Chief Bruce Nason.

Others present: Julie Clark, Shawn Kimball (NEAT TV), Jim Quaglino, and Gerry Slager, John Swepston (Tree Warden).

**I. Call to Order.** Chair Peeker 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). Under other business adding an application for a banner to be installed

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

**II. Public Forum:**

1. None

**III. Regular Business.**

1. Review of tree removal plan and quotes from area tree removal companies. *May include deliberation in executive session regarding contract negotiation.* Public Works Foreman Eric Cota has identified at least 19 dead or dying trees that need to be removed and possibly others for some maintenance pruning. These have been marked around town with ribbon. The list includes the following: Lower Meador Lane (2), Pleasant Street (2), North Street including 1 ash (3), West Street (1), Hardscrabble Road (1), Meehan Road (2), Upper Meehan Road (2), Purinton Road (2), Lincoln Road hangers (2), and Briggs Hill (2). This list doesn't include three trees on Devino Lane that were also marked for removal. Eric's intent was to preemptively remove them before they fall into the road and become a hazard. However, it appears they are just outside the Town right-of-way. The property owners supports their removal. Bristol Tree Warden John Swepston doesn't. The Selectboard doesn't want to set a precedent to remove trees that aren't in the town right of way. Ian Albinson moved to accept McCullough Bros. bid and the three trees on Devino won't come down. Michelle Perlee seconded. So voted.

2. Town Green Park Use Application: Youth Lacrosse Car Wash Fundraiser, Sunday, May 16, 2021 11:00 a.m. – 4:00 p.m. Ian Albinson moved to approve Town Green Park Use application for Youth Lacrosse Car Wash Fundraiser on May 16, 2021, but the location needs to be moved down across the street from the Baptist church. Darla Senecal seconded. So voted. They will allow them to have 10 spaces blocked off instead of 4 spaces.

3. Holley Hall bell tower floor repair: consideration of structural engineer's recommendations and review of repair scope of work. Michelle Perlee moved to approve Rooster Construction and giving Meridith and Valerie to approve further funding (within reason) and it come out of the capital building fund. Ian Albinson seconded. So voted.

4. Continued consideration of amendments to Bristol's procurement/purchasing policy. Valerie Capels is going to work further on the policy, and it bring it forth during a future meeting.

5. Consideration of a proposed COVID-19 re-opening plan. The office will open back up Monday May 17, 2021 from Mondays through Thursdays. Fridays the office will be staffed and open, but the door locked. Joel Bouvier moved approve reopening plan. Ian Albinson seconded. So voted.

6. Continued American Rescue Plan Act update and preliminary discussion. No further news on what restrictions for the money or anything. Valerie Capels did say the money has to be spent by 2024 and everyone that was at that meeting didn't think that was enough time.

7. Review of Bristol Town Plan implementation matrix and Selectboard assignments. Planning Commission Chair Kevin Hanson distributed spreadsheets to various stakeholders who were assigned with the responsibility for implementing various strategies included in the adopted Bristol Town Plan. Online is a draft compilation of implementation responsibilities assigned to the Selectboard. He/they are looking for feedback by May 15 with any thoughts or comments and suggests that "we also consider any overlap of groups or level of involvement of tasks as currently stated that should be re-considered. Also, how your group may be considering structuring their associated tasks." I commend the Planning Commission's initiative to engage the entities expected to help carry out the vision, goals, and implantation strategies of the Town Plan. It is an important step to help ensure that those charged with carrying out particular tasks are aware of it and can take the steps needed to incorporate the actions into their work plans and budgets. It is all too easy for town plans to collect dust on a shelf while well intentioned volunteers move on to the next demanding thing. Although we can presume the entities were on board with the strategies when the proposed Town Plan was going through the drafting and public hearing process, new people may have come on board and others with institutional memories may have moved on.

8. Approval of the March 29, April 12, and April 26, 2021 meeting minutes. These will be moved to the next meeting.

9. Authorize accounts payable warrant and any liquor licenses. \$39,730.65.

10. Selectboard roundtable.

Joel Bouvier would like to have a goal for the board to start meeting in person as a Selectboard, but still have the zoom link for the public. Joel Bouvier asked if there will be a "road trip" with the Public Works Director. Joel Bouvier said there are Devino Lane potholes as well.

Michelle Perlee said the picnic tables were removed off of Route South 116 to be repainted but wondered if that has been completed and if they will be added back.

Darla Senecal said would like to thank Public Works Director Eric Cota for the culvert on Spring Street be looked at.

Ian Albinson said the spray paint from Main Street hasn't been removed and wondered when that was going to be removed. Valerie Capels said they are doing a second round and will be coming by again to try and remove it. Ian Albinson said he received an email from Recycled Reading and is concerned with trash on Main Street. It was picked up on Friday May 7, 2021 and it is already full today Monday May 10, 2021. Ian Albinson would like to see them pick it up twice

per week during the warmer months. Ian Albinson said Addison County Solid Waste District has grants available so the Town can apply for these grants to replace the trash bins.

Michelle Perlee would like to thank the people that helped with Green Up Day and the Police Chief Bruce Nason for helping Michelle.

Peeker Heffernan said the Memorial Park sign is hanging by one chain.

11. Town Administrator's report.

Ted Lylis is working on a birthday celebration for Bill James on Fitch Ave for his 110<sup>th</sup> birthday. Celebration would be July 4<sup>th</sup>.

Valerie Capels said she sees a lot of Department heads that attend meetings and wondered if it would be a great idea to have updates once per month.

#### **IV. Other Business.**

1. Correspondence, reports, correspondence received.

Banner application for High School to celebrate seniors. Ian Albinson moved to approve banner application. Michelle Perlee seconded. So voted.

Eric Cota said Public Works would like to start summer hours and do four 10-hour days. They will just stick with four 9-hour days and Friday 4 hours. Eric Cota was wondering if the Selectboard would like to sell the York rake. Selectboard would like to see how much it is worth and then put it out for bids.

#### **V. Adjourn.**

1. At 8:52 p.m. Ian Albinson moved to adjourn the meeting. Joel Bouvier seconded. So voted.

Respectfully submitted,

Tasha Bouvier  
Board Clerk