

**Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday May 24, 2021**

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

Staff present: Board Clerk Tasha Bouvier, Town Administrator Valerie Capels, Director of Public Works Eric Cota, Fire Chief Brett LaRose, Town Treasurer Jen Myers, Police Chief Bruce Nason, and Hub Director Taylor Welch.

Others present: Alan Huizenga (GME), Shawn Kimball (NEAT TV), Cy Marsano, Jill Marsano, John Moyers, Jim Quaglino, Jessica Teets, and Joshua Turner.

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). Nothing to be added to the agenda however Valerie Capels did point out the agenda now has estimated minutes for each topic, and they are just estimating.

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

II. Public Forum:

III. Public Hearing – Water and Sewer District Annual Meeting:

- Review of operating budgets, capital budgets, and upcoming projects.
- Consider proposed revisions to the Bristol Water Use Ordinance
- General issues

1. The water and sewer budgets are proposed to be level funded. With the Water Department having paid off a loan in the current year, this allowed those funds to be reallocated for increases in other budget lines, the biggest increase going to the capital line. Joel Bouvier moved to increase the water rates by 2% with the extra allocation being sent to the capital fund. Ian Albinson seconded. So voted. Joel Bouvier moved to accept the water budget as amended. Ian Albinson seconded. So voted. Joel Bouvier moved to approve the sewer budget as printed. Ian Albinson seconded. So voted.

2. Selectboard reviewed the proposed revisions to the Bristol Water Use Ordinance.

IV. Consent Agenda.

Ian Albinson moved to approve consent agenda. Joel Bouvier seconded. So voted. Joel Bouvier voted no. Joel Bouvier noted he voted no because of the 5-lot subdivision and there being no turn around for the Lower Notch Road lot. Joel Bouvier also acknowledged that the property on North Street, him and his family sold the lot to Gregory Monteith.

1. Approve curb cut application #2021-05DA for Gregory Monteith, North Street residence, per the DPW Foreman's recommendations.

2. Approve curb cut application #2021-6DA for Gregory West, Lower Notch Road, per the DPW Foreman's recommendations.

3. Approve curb cut application #2021-7DA for Gregory West, Lower Notch Road, per the DPW Foreman's recommendations.

V. Regular Business.

1. Consider quotes received for replacement of the pump house generator. *May include deliberation in executive session regarding contract negotiations.* There were 4 bids received. Michelle Perlee moved to accept the Brookfield Services price of \$45,095 with the \$2,500 warranty and twice-yearly maintenance of \$1,018 pending clarification about the yearly maintenance. Ian Albinson seconded. So voted. Jill Marsano will check to see if the yearly maintenance will just be the one amount or if the \$1,018 is in addition to what is currently paid.

2. Consider proposals received for the stormwater infiltration chambers final design. *May include deliberation in executive session regarding contract negotiations.* Joel Bouvier moved to accept Engineering Ventures quote. Ian Albinson seconded. So voted.

3. Consider quote for paving from Pike Industries. *May include deliberation in executive session regarding contract negotiations.* Pike Industries bid came in at \$121,227 to pave Mountain Street, Mountain View Street, and Monkton Road. The paving is expected to occur tomorrow. Joel Bouvier moved to accept the bid from Pike Industries. Michelle Perlee seconded. So voted.

4. Consider quotes for purchase of a new haybale shredder. *May include deliberation in executive session regarding contract negotiations.* Ian Albinson moved to accept the Champlain Valley Equipment quote. Joel Bouvier seconded. So voted.

5. Consider a date and logistics for the annual Public Works Department road trip. Eric Cota is available June 21 or sometime in July. Joel Bouvier will check for the bus for June 21 at 6 p.m. Eric Cota will also invite the rest of the Public Works department to come as well.

6. Grant authorization request from the Bristol Police Department: COPS funding for fourth full-time officer over three years. Online is a grant authorization request to the COPS grant program to hire a fourth Police Officer for at least three years. A 25% match is required. The application is due June 15, 2021. Michelle Perlee moved to approve Chief of Police to apply to the grant. Ian Albinson seconded. So voted.

7. Determine funding allocations for the Main Street Sidewalk and Lighting Project local expenses. The total contract amount was \$483,920 and the actual came in at \$398,660. After DTF Grant and Bike Ped Grant the amount the town needs to come up with is \$256,660. The proposed amounts would come from the following funds: Stoney Hill proceeds received (Harper) \$185,000, Stoney Hill proceeds received (Livingston) \$21,660, and Sidewalk Reserve Fund FY2021 \$50,000. The decision will be decided on where the money is coming from at the June 14, 2021 meeting. The bills for the project have already been paid.

8. Continued consideration of amendments to Bristol's procurement/purchasing policy. Joel Bouvier would like to see something in the policy that the Selectboard would have the option to make the best decision and not the lowest price. Valerie Capels said there is somewhere in the policy that it states the Selectboard has the option to pick the best option for the Town and not just

the cheapest. Valerie Capels adds in the exemption section where it talks about professional services and be explicit that professional services to water operators. Ian Albinson moved to accept the policy with Valerie Capels changes. Joel Bouvier seconded. So voted. Valerie Capels said the bid for the Stoney Hill project has been put out to bid.

9. Continued consideration of amendments to Bristol's personnel policy. This will be moved to a future meeting.

10. East Street Consider Bristol CORE proposal for new intersection plantings. Online is a proposal through Bristol CORE for restoring the Main/South/North/West Street intersection planting. The initial estimated cost (\$1,000) for the plantings is one thing. Once planted, the Town will probably have the added cost of paying someone to maintain them through the year and then do fall cleanup. Jen Myers mentioned that Scenic Valley already comes through and landscapes, so for them to do the maintenance would be more money. Ian Albinson will bring it to the Bristol CORE and see what they can cover and bring to a future meeting.

11. Approval of the March 29, April 12, April 26, and May 10, 2021 meeting minutes. Michelle Perlee moved to approve April 12, and April 26, 2021 with corrections. Ian Albinson seconded. So voted. March 29, and May 10, 2021 will be moved to next meeting.

12. Authorize accounts payable warrant and any liquor licenses. \$346,890.44.

13. Selectboard roundtable.

Joel Bouvier asked Eric Cota when line striping will be done. Eric Cota said probably July 2021. Joel Bouvier asked when part of Lower Notch Road will be swept, and Eric Cota said soon. Joel Bouvier would like to look at the cemeteries on road trip.

Michelle Perlee said one of the picnic tables is back at Sycamore Park and just missing the other table. Valerie Capels said the other one was re located to near the Hub.

Ian Albinson said he found out more information about the Owl conference camera. Ian said there is a good return policy. He spoke with someone at Waitsfield, and they are happy with it. Ian Albinson is getting a quote from trash cans warehouse.com which is in Brattleboro, Vermont. R&L would then ask a plastic liner would go in the trash and recycling bins instead of bags. Ian Albinson asked when the no turn on red signs will be put up at the intersection. Eric Cota said not sure when.

14. Town Administrator's report.

1. DRB hearing for Stoney Hill is tomorrow Tuesday, May 25, 2021.

VI. Other Business.

1. Correspondence, reports, correspondence received.

VII. Executive Session.

1. Michelle Perlee moved to enter executive session finding that premature general knowledge would clearly place the Selectboard or other parties at a substantial disadvantage regarding personnel matters per 1 V.S.A. § 313(a)(3). Ian Albinson seconded. So voted. The Selectboard met in executive session from 10:03 p.m. to 10: p.m.

VIII. Adjourn.

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

Respectfully submitted,

Tasha Bouvier
Board Clerk

DRAFT