

**Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday June 14, 2021**

Selectboard members present: Chair Peeker 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, Recreation Director Meridith MacFarland, and Police Chief Bruce Nason.

Others present: Beth Ekroos, Kevin Hanson, Shawn Kimball (NEAT TV), Jill Marsano, Jim Quaglino, Sarah Quattrocci, Joshua Turner, and Helen Young.

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). There are no additions, removals, or adjustments.
2. Overview of Zoom meeting operation and procedures: rules for participation, mute microphone, recognition by Chair, etc.

II. Public Forum:

1. None

III. Department Head Roundtable:

1. Police: Chief Bruce Nason has been in contact with continued public forums with Christopher Gray. There were 267 incidents in the last 30 days. If there are other stats that anyone would like to see please let Bruce Nason know.
2. Fire: Chief Brett LaRose would like to recognize Caleb Rockwood and Timothy O'Toole who finished the training on Saturday to become firefighters.
3. Recreation: Director Meridith said movies on the park are starting this Saturday.
4. Public Works: Director Eric Cota said they started mowing this week.

IV. Consent Agenda.

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

1. Appoint Peter Grant as Bristol delegate and William Sayre as an alternate delegate on the Addison County Regional Planning Commission for FY2022.
2. Appoint Peter Grant as Bristol delegate on the ACRPC Transportation Advisory Committee.
3. Approval of Green Mountain Engineering Stoney Hill Business Park Infrastructure Project contract amendment for specialized electrical design.
4. Authorize use of the Technology Reserve Fund to purchase a Dell Rugged Latitude laptop for the Public Works Department for per quote for \$1,939.36.

5. Approve Gran Fondo request to use Route 116/17 through Bristol for Sat., August 7, 2021, multi-town bicycling event.
6. Approve Rooted Vermont's request to use Upper Meehan and Meehan Roads for Return to Gravel multi-town bicycle event, Sunday, August 1, 2021, 8:30am – 6:00pm beginning in Richmond.
7. Ratify contract with the Addison County Regional Planning Commission for mapping services per the Communities Caring for Canopy Grant 2020 agreement 06130-UCF-CFC-20-02.
8. Ratify contract with the Addison County Regional Planning Commission for assisting with the administration of the Clean Water Block Grant Design/Implement Block Grant (2019-CWF-IMP-03).
9. Grant authorization request: VTrans Municipal Roads Grants-In-Aid Program.

V. Regular Business.

1. Beth Ekroos: concerns about speed and weight of trucks on Lower Notch Road. She has contacted the State Police and town and can't get someone to verify what the weight of the trucks coming through. Beth said she was told some permits weren't acquired. Her home shakes as these trucks go by. Peeker said to his knowledge he can't stop trucks that are going to homes on that road. Joel Bouvier suggested that the Town write a letter requesting the trucking company takes a different route.
2. Planning Commission request for Selectboard direction: Kevin Hanson and Jeff Lunstead. Planning Commission Chair Kevin Hanson and Vice Chair Jeff Lunstead is asking for feedback from the Selectboard about the Town Plan implementation approach and Selectboard's vision for the Planning Commission. Due to the adoption of Bristol's Uniform Development Regulations and the Development Review Board has been created, the Planning Commission no longer is involved in the development review. This frees up the Planning Commissions capacity to focus on planning and implementation.
3. Water Commission: new water service connection application for 130 North Street, Gregory, and Kathi Monteith. Ian Albinson moved to approve with the conditions that Valerie listed in her Town Administrators report with a K copper line. Darla Senecal seconded. So voted.
4. Consider adoption of proposed Water Use Ordinance amendments. Joel Bouvier moved to add to the prior application that the pipe be embedded in sand 12" above and 4" below for the 130 North Street property application. The ordinance will be moved to a future meeting.
5. Consider draft RFP for FY2022 professional audit services. Joel Bouvier moved to have the Town Administrator and Town Treasurer/Assistant to put out to bid for an auditor. Ian Albinson seconded. So voted.

6. Consider next steps regarding lack of responses to the advertised Assessor position. It was advertised twice and received no response. There are some towns that are joining other towns to hire an assessor. This agenda item will be moved to a future meeting when there is more information.

7. Review of bids and select contractor for the East Street and Park Place sidewalk replacement project. *May include deliberation in executive session regarding contract negotiations.* Only one bid was received by the Jun 10 deadline, and it was substantially higher than estimated. The Selectboard will put it out to bid the first week of January 2022.

8. Continued consideration of funding allocations for the Main Street Sidewalk and Lighting Project local expenses. Ian Albinson moved to use the Stoney Hill/Livingston sale to cover the Main Street sidewalk and Lighting Project. Michelle Perlee seconded. So voted.

9. Continued Town operations re-opening plan when the Governor's Emergency Order is lifted. Governor lifted its orders as of midnight June 15, 2021. The Selectboard will investigate the "Owl" device for meetings. Peeker Heffernan moved to approve to purchase the "Owl" pending Michelle/Ian/Joel "stamp of approval". Michelle Perlee seconded. So voted.

11. Approval of the March 29, May 10, and May 24, 2021, meeting minutes. Michelle Perlee moved to approve March 29, May 10, and May 24, 2021, meeting minutes. Ian Albinson seconded. So voted.

12. Authorize accounts payable warrant and any liquor licenses. \$207,329.05. \$85,394.93 is the portion that goes to the school and \$58,802.50 goes to VLCT for insurance premiums.

13. Selectboard roundtable.

Joel Bouvier said the Fuller property there are three lines in only one ditch and there are no tracer wires in it.

Darla Senecal had Patty Heather-Lea stop by and would like to have a public discussion about equity inclusion statement that the town could adopt.

Ian Albinson said the park benches will be delivered and wondered where they should be delivered. They require assembly.

14. Town Administrator's report.

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) and contract negotiations per 1 V.S.A. § 313(a)(1)(A). Ian Albinson seconded. So voted. The Selectboard met in executive session from 10:18 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