

**^Town of Bristol, Vermont  
Selectboard Meeting Minutes of  
Monday June 28, 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, Fire Chief Brett LaRose, Recreation Director Meridith MacFarland, Police Chief Bruce Nason, and Hub Director Taylor Welch.

Others present: Samantha Dunn, Steve Huffaker (Maple Broadband), Gary Kessler (Green Mountain Stage Race), Jim Quaglino, and Josh Turner.

**I. 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 invited Mike Menard to join. Ian Albinson seconded. So voted. The Selectboard met in executive session from 6:30 p.m. to 7:00 p.m.

**II. Call to Order.** Chair Peeker Heffernan called the meeting to order at 7:00 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.

**III. Public Forum:**

1. Gary Kessler (Green Mountain Stage Race) said they would like to have the race go through Bristol which would be held Labor Day weekend. Joel Bouvier moved to approve Green Mountain Stage Race Sunday September 5, 2021, and have the Town listed on the insurance. Ian Albinson seconded. So voted.

**IV. Department Head Roundtable:**

1. Fire: Brett LaRose said the Fire Department is going through the recruitment process with two candidates. They are going through the process and hoping to have them on the agenda at the July 12, 2021 meeting.

2. Police: Nothing.

3. Recreation: Town wide yard sale and teddy bear picnic was a success. The vendors would be flip flopped to what was previously voted on for the Bristol Harvest Festival.

4. Public Works: Eric Cota is on vacation, but Valerie Capels gave an update. Crosswalk signs will be going up soon. Crosswalk hoping to do it this week weather permitting. All the trees have been cut and the stump grinding will be done later. Bill James parade is it ok if spouses accompanied them in Town vehicles. Peeker Heffernan said the Towns policy is no spouses in the vehicle, however since they are moving slowly then this one time, they can ride in them.

5. Hub: Recipients of Summer Matters Grant. \$25,800 grant was awarded to Recreation Department and the Library. This will help with camps, trips, and pay for part time help.

**V. Regular Business.**

1. Maple Broadband (Addison County Communications Union District) update: Steve Huffaker. Maple Broadband is a Communications Union District (CUD). Steve Huffaker (Maple Broadband) provided an update with the project.

2. Continued consideration of land transaction with Stoney Hill Properties, LLC to support Firehouse Apartments (Evernorth), review of proposed quit claim deed, and review of the Section 1061 notice. Consensus is to move forward. Joel Bouvier did bring up the concern again that the Town of Bristol isn't receiving a monetary amount for the 5 acres of land that is being given up.

3. Consider proposed indemnification agreement related to the above donated land. Firehouse of Limited Partnerships is the "business" that is called that will own the apartments and Evernorth is a co-owner.

4. Grant authorization request: CDBG application to the Vermont Community Development Program on behalf of the Firehouse Apartments Limited Partnership. There will be an official public hearing in a couple of weeks. The town is required to be the applicant. Ian Albinson moved to authorize to apply for the CDBG application to the Vermont Community Development Program on behalf of the Firehouse Apartments Limited Partnership. Michelle Perlee seconded. So voted.

5. Consider acceptance of deeds of easement from Stoney Hill Properties, LLC to the Town of Bristol for road and utilities construction, installation, maintenance, replacement, and repair related to the extension of Firehouse Drive and the development of the Stoney Hill Business Park. Joel Bouvier and Michelle Perlee said they didn't think that the Town would be responsible for erosion, etc.

6. Consider request that the Town of Bristol adopt a Declaration of Inclusion. Peeker Heffernan said it's already something by law they need to be doing, so he doesn't understand the need to sign it. There have been many other towns that has signed this, so instead of reinventing the wheel they would look at others wording and sign it. Darla Senecal moved to accept the document with one change that the word sex be changed to gender. Ian Albinson seconded. So voted.

7. Consider adoption of proposed Water Use Ordinance amendments. This will be moved to a future meeting.

8. Designate authorized representative to request ARPA funds. Michelle Perlee moved that the Town of Bristol accept its allocation of Coronavirus Local Fiscal Recovery Funding (CLFRF) from the US Treasury, along with the Award Terms & Conditions and Assurances of Compliance with the Civil Rights Requirements that are requirements of accepting these funds and that we appoint Town Administrator Valerie Capels serve as the Town's "Authorized Representative" as required by the Coronavirus Local Fiscal Recovery Funding (CLFRF) from the US Treasury, to sign the Award Terms & Conditions and Assurances of Compliance with the Civil Rights Requirements by no later than July 15, 2021. Joel Bouvier seconded. So voted.

9. Coin drop application: Bristol Rescue, Friday, July 2, at multiple locations. Ian Albinson moved with Bruce Nason recommendations with appropriate signs, and they wear vests. Michelle Perlee seconded. So voted.

10. Approval of the June 14, and June 21, 2021, meeting minutes. Moved to next meeting.

11. Authorize accounts payable warrant and any liquor licenses. \$47,690.38.

12. Selectboard roundtable.

Ian Albinson ordered the benches, picnic tables, and trash cans and will be delivered to the Town garage.

Darla Senecal said the “ride along” was an eye opener for her.

13. 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). Ian Albinson seconded. So voted. The Selectboard met in executive session from 8:56 p.m. to : p.m.

**VIII. Adjourn.**

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

Respectfully submitted,

Tasha Bouvier  
Board Clerk

Valerie Capels  
Town Administrator