

**Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday, July 25, 2022**

Selectboard members present: Chair Ian Albinson, Michelle Perlee and Joel Bouvier; Peeker Heffernan (late arrival 8:36 pm)

Members Absent: Vice-Chair Darla Senecal

Staff present: Board Clerk Sharon Lucia; Town Administrator Valerie Capels; Public Works Foreman Eric Cota, Police Chief Bruce Nason, Rec Director Meridith McFarland; Treasurer Anthony Delmonaco; Fire Chief Brett LaRose

Others present: Jim Quaglino, Jill Marsano VTUMS, Gerry Slager, Jim Brochhausen, Diane Cushman

I. Call to Order. 7:00 pm

1. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A). No changes.

Voting to 25 mph on next Agenda for August 8.

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

II. Public Forum. Brett LaRose – annual notice of trimming back shrubs, intersection (North/Pleasant St) cannot see. Sidewalks are getting overgrown. Eric and Sharon. Announce on FPF to have homeowners trim if not town will.

III. Department Head Roundtable.

Bruce – Francis Smith graduated Level 3 at Police Academy. PD has auto attendant now to alleviate calls to dispatch. Leave vm for Chief and everyone else or contact dispatch unless its an emergency but should call 911. On the 20th Masons, canine Duke with Williston PD and Josh; Jan-Jun 2022 1,030 incidents (253 tickets; 12 criminal arrest; parking issues; walking patrols; return to people in crisis; f/u with community partners; feedback on speed radar sign. Joel – program with PD and Q Bees handing out stickers (story in Addison)

Brett – Don Lathrop – Greenwood Cemetery to keep water tank full. Reg Dearborn changed out valve to spring loaded valve to stop leaving it open.

Sharon – Election is in two weeks.

Eric – getting equipment back in order. Truck and mower fixed; truck down with air tank issues; residents being considerate with understanding of new staff, etc.

Meridith – Camps all summer; mountain bike this week; clay camp started this week; very merry berry group playing on town green; 8/18 Clifford the Big Red Dog; Winnie’s Canine - ; scouts there selling goods; Van from Parent Child center (\$25 a day). Renting bus from Betcha for Mountain Bike camp; Hub/Rec Coordinator interviews. Music event this Sunday from 4-6.

Anthony – finished Audit – waiting for Management letter. Meet with auditors August 8 for pre-Audit for FY 2022. Continuing to restructure grants, bonds, and loan payables. Now a Bristol resident.

IV. Regular Business.

1. Consider request by Recreation Dept. for installation of a bicycle repair station on Main Street corner.

Brought down to conference room the equipment for bicycle repair station. Gerry is assisting. Todd Warnock gave Rec Dept a bike stand two years ago. Best location is near Walgreens sign. Bicycle Repair Station will be bolted in and taken out when season is over. Bolts left would be covered with panel like electrical panel. Ian’s concerns – not the best placement; no sun protection; out in the middle of the sidewalk; different color scheme. Suggestion to have it over in the Park with other bike racks with shade. Joel – does this need to go through Design Review Board if on Main Street. Maybe back of side of park in the first spot where there is no parking. Gerry – too far away. Check with Zoning Administrator but doesn’t think it needs to go before Design Review Board. Need signage as to what it is. Has air pump; wrench allen keys; tire irons; screwdriver to do minor repairs to bike. Tools are attached by cables. Gerry and Meridith could consider a spot in park and come back to Selectboard.

2. Consider adding two VFDs (variable frequency drive) to new generator for high lift pumps at Pumphouse.

Jill Marsano and Jim Brochhausen (Brookfield) – 160 kva .8 is industry standard; .5 is what was there before; pump station has 2 75 horsepower that require a larger than the standard (125 kw) motors. Kohler suggested to install a VFD drive for one of the pumps. VFD and then a Reactor Drive that would work. Kohler doesn’t make a .5. There is an additional rental generator there now if power went out. Would provide labor for installing VFD and Reactor Drives to cure this issue. Jill did more research on .5 250 kva – doesn’t have the oversized alternator; wasn’t in the specs. Did list; Ian – can you rebuild or change to meet our needs; is VFD and Reactor Drive the only way to go. Or need larger generator – price would be triple. Won’t start high lift pumps. Pioneer Motors is VFD vendor. Two VFDs will give us security and will give us what we need.

Brookfield will see to both; first one done quickly other one is 6-month time. \$6,100 line reactor \$1737; programming by Pioneer \$720 - 8,557 for a total of \$17,114 for both.

Joel made motion to authorize the purchase of VFD and associated hardware. Michelle seconded. So voted.

3. Consider approval of contract for planning consultation services for the Planning Commission's Bylaw Modernization project.

Housing diversity, density rules, parking, street scape issues, match is \$980.

Michelle made motion to authorize the consultation services for the PC Bylaw Modernization project. Joel seconded. So voted.

4. American Rescue Plan Act (ARPA) funding update.

Posts to hand out post cards at band; landfill on Saturday; creemee stand location; spaghetti dinner 9/8, approval to spend money to do this. \$1,500 total budget. Has authority up to \$5,000.

5. Review and approval of the September 13, 2021 meeting minutes, January 24, 2022, and July 14, 2022 meeting minutes.

Michelle made motion to approve. Joel seconded. So voted.

6. Authorize accounts payable warrant and any liquor licenses. \$70,805.29.

7. Selectboard roundtable.

Michelle – none.

Darla –.

Joel – concerned citizen that's near her house – Mountain St. Have it taken care of. We own small swath and not buildable. North of 96 Mtn View.

Peeker –. None.

Ian – Zoom accounts; no live meeting at this point; AC dripping on sidewalk over the laundry – will cause issues with water build up.

8. Town Administrator’s report.

Nothing to add.

V. Other Business.

1. Correspondence, reports, correspondence received.

- [E-mail_BFD_Notice_of_Resignation_Wendel_2022-07-22.pdf](#)
- [Bristol_Local_Concerns_Meeting_flyer_2022-08-08_rev.pdf](#). This is for the Airport Road sidewalk scoping project.
- [ACEDC_Summer_Newsletter_July2022.pdf](#)
- [ACRPC_newsletter_July_2022.pdf](#)
- [VLCT_Selectboards_training_flyer_2022-07-28.pdf](#)

Acknowledged resignation and wished him good luck with endeavors.

VI. Executive Session. Contract negotiations per 1 V.S.A. §313(a)(1)(A) and personnel matters per 1 V.S.A. §313(a)(3).

Michelle Perlee made motion to go into Executive Session for contract negotiations per 1 V.S.A. §313(a)(1)(A) and for personnel matters per 1 V.S.A. §313(a)(3) and invite Eric Cota and Bruce Nason. Peeker Heffernan seconded. So voted. Went into Executive Session at 8:46 pm.

_____ made motion to go out of Executive Session and _____ seconded. to adjourn the meeting at _____ pm. So voted.

Any motions made during Executive Session?

VII. Adjourn.

Respectfully submitted,

Sharon A. Lucia

Valerie Capels

Board Clerk

Town Administrator