

**Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday, October 10, 2022**

Selectboard members present: Chair Ian Albinson, Peeker Heffernan, and Vice-Chair Darla Senecal, Michelle Perlee, Joel Bouvier (late) 8 pm

Members Absent:

Staff present: Board Clerk Sharon Lucia; Town Administrator Valerie Capels; Public Works Foreman Eric Cota; Police Chief Bruce Nason; Fire Chief Brett LaRose, Josh Turner,

Others present: Jim Quaglino, Shawn (NEAT TV), Jill Marsano, Michael Perpall, Cushman Design Group, Dr. Amy Firestein, Kevin Harper

I. Call to Order. 7:01 pm

1. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A).

Tax Anticipation Note – Consent Agenda. Item 4.

Driveway Access – should include DPW Foreman’s comments under Consent Agenda.

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

II. Public Forum.

Ballots – local need to be requested.....Informational meetings - 10/18 Bristol & 10/19 Vergennes – merger start at 6 pm; 11/1 – merger public info meeting at Holley Hall.

III. Department Head Roundtable.

Brett LaRose, Fire Chief – Sunday – coin drop. Very successful day.

Sharon Lucia, Town Clerk – elections, taxes, water

Eric Cota, DPW Foreman – getting trucks ready for winter, Basin St storm drain – finish tomorrow morning; Notch Rd grading, Mack is down air valve down. Peeker – where did gravel come from that filled catch basin; is it coming from under road?

Bruce Nason, Police Chief – new phone tree system due to limited staff. Phone mail system in Bristol. Somewhat smooth transition.

Jill Marsano – rebuilt pump the end of this week and plan to install; hydrants winterizing starting 10/15 (9 hydrants no bleeders; shut off services at MAUSD, creemee stand); let us know if exercising hydrants. Generator

IV. Consent Agenda

1. Approve and adopt a proclamation to declare October 23-October 29 as Childhood Cancer Awareness Week in Bristol, as requested by Kids Cancer Connection, Inc.
2. Approve a resolution to reappoint the Town Administrator to the Addison County Economic Development Corporation Board of Trustees.
3. Approve curb cut application #2022-03DA for the driveway accesses to Firehouse Apartments from Firehouse Drive.
4. Tax Anticipation Motion.

Peeker Heffernan made motion to approve consent agenda items. Michelle Perlee seconded. So voted.

V. Regular Business.

1. Continue discussion regarding options for a future location of the Bristol Police Station and steps forward: Michael Perpall, Cushman Design Group. Michael was on design team for Stoney Hill Business Park. Been involved with several of Kevin Harper's designs. Recap of 2015 work. Early schematic site plans for fire station. PD was 3,000 SF proposal (April 2015 site plan) – one story. Viable option to use elevator and connect buildings. Current at Bristol Works! Is approximately 2400 SF. Permission from Kevin Harper re using their stormwater pond to get rid of stormwater pond at Fire Station. If two story then go to 4,000 SF total. Next steps – find out for a proposal with timeline, estimated cost range. Can put together a proposal to explore the building size and possible floor plans to explore lay out. When would civil engineer be brought in (parking, stormwater, etc.) – as soon as floor plan is confident of lay out (2-3 mos after they started their work). Have a proposal ready by 10/24.
2. Consider the proposal to mine gravel from the New Haven River.

Michelle gave a summary of the idea. Talked to Kristen Underwood and she put them in touch with State – comply with Town Plan and the need is there then the State doesn't see a problem. Amy Sheldon – town of Middlebury – river mgmt. plan. She might be willing to assist. The State has offered to come down and look at it. Is it worth mining? Eroding the bank on the North. Michelle to reach out to coordinate site visit. Army Corp will probably be involved.

3. Consider increasing the mileage reimbursement from \$0.45 to match the federal rate, which is now \$0.625 as of July 1, 2022.

Michelle Perlee made motion to increase the mileage rate to federal rate. Darla Senecal seconded. So voted.

4. Consider establishing fines for those people who do not get a work in the right of way permit.

Michelle Perlee – Notch Rd – cone in middle of road with cone and nothing else – Tree trimming. Tree trimmer had road closed. Met with Eric – ramifications to not getting permit. VLCT has policy that can be adapted. Enforcement and penalty sections. Who does enforcement? SB can designate enforcement officials. Civil penalty. Once a year permit for phone; electric; utility companies. Valerie will work up policy.

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

Committee is reviewing over 500 recommendations. How do we go deeper on some of them. Matrix is on ARPA Agenda/Minutes table.

6. Accept Bill Elwell's resignation from the Bristol Fire Department.

Peeker Heffernan made motion to accept Bill Elwell's resignation with regret. Joel Bouvier seconded. So voted.

7. Review and approval of the September 14, and September 26, 2022, meeting minutes.

Push to next meeting.

8. Authorize accounts payable warrant and any liquor licenses. \$107,551.08 (Anthony to contact Brookfield Service and decline to pay finance charge for generator). South Mountain Tavern 3rd Liquor License (6 months)

9. Selectboard roundtable.

Darla – none.

Michelle – none.

Peeker – none.

Ian – none.

Joel – none.

10. Town Administrator's report.

None.

VI. Other Business.

1. Correspondence, reports, correspondence received.

- [FY2023_Bristol_Budget_Status_Report_thru_2022-09-30.pdf](#).
- [ACRPC_Newsletter_October2022.pdf](#).
- [E-mail_ACEDC_Fall_2022_newsletter.pdf](#).

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

VIII. Adjourn.

Michelle made motion at 8:45 pm. Darla seconded. So voted.

Respectfully submitted,

Sharon A. Lucia
Board Clerk

Valerie Capels
Town Administrator