

Bristol Selectboard 2022-2023 Calendar and Goals

April 11, 18 & 25

- Continued Town Officer appointments.
- 3rd FY2022 quarter budget review (Jan.-Mar.).
- Local Emergency Management Plan update and adoption.
- VTM landfill, wastewater, and Fire Station stormwater annual inspection agreements.
- Lincoln Road and Briggs Hill intersection/Bartlett Falls parking study presentation (DuBois & King).
- New Bristol Welcome sign.
- East Street sidewalk replacement bids review.
- Evernorth's CDBG grant enhancement request.
- Police Officer candidate interviews.
- Human Powered Parade review.
- Review of calendar of goals and priorities.
- Police Dept. equipment needs purchases.
- Downtown Transportation Fund notice of Basin Street grant award.

May 9 & 23 (five Mondays)

- Dog complaints.
- Pine Street water line replacement DWSRF loan next steps for completion.
- Triangle bicycle loop signs support.
- Water district connection at Cottage Park.
- Continued Town Officer appointments.
- Rescue Squad coin drop application.
- Water and Sewer District annual budget hearing.
- MAUSD Board vacancy.
- VTM agreement Step 2 agreement for Pine Street water line replacement.
- Alex Mihavics Recreation Dept. resignation.
- Wells late tax payments discussion.

June 13 & 27

- Recreation Dept. Recreation Coordinator job description review.
- DPE Assistant Road Foreman job description review.
- VTUMS annual operations agreement review.
- Water district connection at Cottage Park.
- MAUSD banner approval.
- ACRPC annual appointments.
- VTrans grants-in-aid authorization.
- Water and Sewer District final budgets approved.
- Another water district connection at Cottage Park.
- Salary adjustments.
- Green Mountain Stage Race approval.
- Landfill trash cleanup agreement with Kingsbury.
- Continued Town Officer appointments.
- 34 Garfield Street water connection discussions.

July 11, 14, & 25

- West dog complaint.
- Compensation adjustments.
- 4th FY2022 quarter budget review (Apr. Jun.).
- Police Dept. cruiser purchase review.
- Lincoln Road riverbank restoration scope agreement with SLR.
- Corkins appointed Lister.
- Annual septic system review received from VTM.
- Annual road trip with DPW Foreman.
- Colby Gile hired at DPW.
- Bicycle repair stand location discussions.
- Bylaw modernization review contract with ACRPC.
- VFD issues with new generator.

August 8 & 22 (five Mondays)

- Airport Drive sidewalk scoping study local concerns meeting.
- Re-adoption of Municipal Policies and Codes for CDBG compliance.
- Set tax rate.

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- Jackman's fuel pre-buy agreements.
- Freddie Cannon hired as Rec. Dept. Recreation Coordinator.
- Harvest Festival review and approval.
- Memorial Park Management Plan review and approval.
- Bike lanes striping review and deferred to spring.
- Village area speed limits and ordinance discussions.
- Landfill trash cleanup completed by Kingsbury.
- New England Police Benevolent Association (NEPBA) Union contract signed.
- Continued review and discussion of lowering speed limits in the village area.
- Curb cut approval on Hewitt Road.
- Review of a consolidated curb cut and work in the right-of-way application.

September 12 & 26

- Two new firefighters hired.
- ARPA Spaghetti dinner summary.
- Speed limit reduction public hearing.
- Stampede evolution to walk-a-thon approved.
- Authorization to pursue funds through Preservation Trust of Vermont for Library and Holley Hall assessments.
- Authorization for energy audit of Library.
- Maple Street road use and curb cut approvals.
- Airport Road sidewalk scoping study alternatives presentation (DuBois & King).
- Discussion about Police Dept. rent rates increase.
- Authorization to contact Brian Monaghan regarding availability to serve as Bristol's bond attorney.
- National Opioid Settlement Allocation Notice and payment.
- Listers Errors and Omissions Report for approval.
- Adoption of the Revenue Bond Necessity Resolution.
- Special Town Meeting warning approved.
- Lowered Speed Limit Ordinance public hearing.

October 10 & 24 (five Mondays)

- Childhood Cancer Awareness Week Proclamation.
- Resolution to appoint Town Administrator to ACEDC Board.
- Firehouse Apts. access and work-in-the-right-of-way application.
- Discussions regarding New Haven river management plan and gravel removal.
- Approval of mileage reimbursement increase per IRS rate.
- New Police Station concepts with Cushman Design Group.
- Pine Street bond public info meeting.
- National Opioid Settlement Allocation Notice and payment.
- Review of the one bid received for the Lawrence Memorial Library front porch restoration. Rebid in the spring.
- Review of VLCT property valuations.
- "Final" FY2021 audit provided from RHR Smith & Company.

November 7, 14 & 28

- Pine Street bond public info meeting.
- Basin Street Improvement Project MPM approval.
- Listers' Errors and Omissions Report for approval.
- 1st FY2023 quarter budget review (Jul.-Sep.)
- Consider loader, Kubota, and/or cross-county trailer for replacement.
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December 12 & 19 – up for discussion.

- Health insurance renewal.
- Budget review.
- Capital budget and plan review.
- Town Report preparations.
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January 9, 16, and 23 (if we get an early start on the budget, we might not need to meet on the off-Mondays)

- 2nd FY2023 quarter budget review (Oct.-Dec.)
- Adopt general fund and Police budget.
- Adopt capital budget.

Bristol Selectboard 2022-2023 Calendar and Goals

- Town Report review.
- Town Meeting warning must be posted by Thursday, January 26, 2023.

February 13 & 27

- Preparations for Town Meeting.
- Police District public info meeting.
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March 6 & 7

- Public information meeting.
- Town and Police District Meetings.
- Town Meeting day is Tuesday, March 7, 2023.
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March 20

- Selectboard organizational meeting.
- Town Officer appointments.
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A SAMPLE of COMPLETED PROJECTS/ACTIVITIES

- ✓ Town Plan update and adoption. MPG planning grant closeout.
- ✓ Enhanced Energy Plan adopted.
- ✓ Lewis Creek bank stabilization with EWP funding completed.
- ✓ Selectboard rules of procedure.
- ✓ Stoney Hill Infrastructure Project completed.
- ✓ Town Garage site and buildings preliminary assessment, subsurface soils investigation.
- ✓ Local Emergency Management Plan (LEMP).
- ✓ Emerald Ash Borer Strategic Management Plan Committee formed, conducted inventory.
- ✓ Preliminary emerald ash borer strategic management plan drafted (FPR grant).
- ✓ Water system leak study and repairs.
- ✓ Green Lantern Solar offsets for Town buildings.

- ✓ Roads & Culvert Inventory and Capital Plan (ACRPC)
- ✓ Mountain Street sidewalk section replacement.
- ✓ Stoney Hill Road sidewalk scoping study (ACRPC TAC).
- ✓ Police Union contract review and adoption.
- ✓ VTrans paving grant application: paving Monkton Road (pending approval).
- ✓ VTrans Lincoln Road riverbank stabilization grant application (funded).
- ✓ Winter maintenance policies (roads, sidewalks, salt, sand, property damage, etc.).
- ✓ Water Ordinance update (galvanized pipes, tracer wire, permit to work in ROW, etc.).
- ✓ Unified Development Regulations review and adoption.
- ✓ Main Street lighting & sidewalk improvements (DTF & Bike Ped grants).
- ✓ Route 116/17 paving through Village (VTrans).
- ✓ Outreach to water customers regarding water service repair protocols and permit to dig in right-of-way.
- ✓ FEMA and state reimbursements for COVID-19 expenses.
- ✓ Updated procurement policies to meet federal standards.
- ✓ Bristol Community Solar project at landfill.
- ✓ School Street & Elementary School infiltrations chambers final designs (Clean Water Block grants).
- ✓ Lincoln Road, Briggs Hill Road intersection and Bartlett Falls parking studies (ACRPC TAC grant).
- ✓ DWSRF planning loan: water system lead packed pipe replacement Preliminary Engineering Report.
- ✓ New Public Works employees and a new Treasurer.
- ✓ Formation of new Bicycle Pedestrian Advisory Committee.
- ✓ Formation of new ARPA Funding Advisory Committee.
- ✓ Holley Hall bell tower and roof repair.
- ✓ Lawrence Memorial Library roof repair.
- ✓ Stoney Hill Infrastructure Project NRBC grant administration.
- ✓ Police Union contract renegotiation.
- ✓ Airport Drive sidewalk scoping study (ACRPC TAC grant).
- ✓ East Street sidewalk replacement bid and construction.
- ✓ FY2021 audit.
- ✓ West Street slope repair through NRCS EWP program.

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CURRENT PROJECTS/ACTIVITIES

- Pump house generator installation.
- Pump house control panel upgrade/replacement scoping.
- Basin Street improvement project
- Lowering village speed limit.
- Lincoln Road washout (VTrans grant).
- Lower Notch ditch improvement (VTrans grant).
- Personnel policies review and update.
- American Rescue Plan Act (ARPA) scoping.
- FEMA reimbursements for Oct. 31-Nov. 1, 2019 storm.
- Eagle Park universal fishing platform repair.
- NRCS Emergency Watershed Program grant(s) for Oct. 31-Nov. 1, 2019 storm-damaged properties on West Street--closeout.
- New Police Station feasibility study.
- Town buildings maintenance and repair planning and budgeting.
- Town Garage building improvements/replacement site and facility analysis >> consider whether to proceed with Phase I Environmental Assessment.
- Munsill Avenue new sidewalk scoping study (VTrans Bike Ped grant).
- Village street tree improvement plan and implementation.
- Revolving Loan Fund policies and application updates.
- Class 4 road maintenance policies.
- Town Officer vacancies/recruitment.
- Community engagement regarding Bristol policing.
- Selectboard handbook.
- Grease trap maintenance monitoring.
- Outreach to contractors regarding water service repair protocols and permit to dig in right-of-way.
- Lawrence Memorial Library building repainting.

- CWSRF planning loan: wastewater capacity expansion design & feasibility.
- Upper Notch slide repair.
- Lincoln Road/Briggs Hill intersection Bartlett Falls parking study follow-up.
- Memorial Park improvements.
- Briggs Hill slope stabilization.
- Upper Notch illegal dump cleanup and enforcement.
- Stormwater master plan implementation projects (ERP and other grants).
- Scoping study: West Street south side sidewalk upgrade from Champlain Farms to ... Maple Street?
- Orchard Terrace water line extension and cash flow projections.
- New Community Center/Hub Teen Center.
- Howden Hall Coach House touch-up painting.
- Basin Street reconstruction project.
- Comprehensive Capital Improvement Plan.
- Continuity of Operations Plan.
- Certified Local Government.
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PENDING/FUTURE PROJECTS/ACTIVITIES/GOALS

- Core Sewer Ordinance update (grease traps, fees).
- Pine Street water line replacement/road reconstruction.
- RFQ for sewer system study engineer.