



**TOWN OF BRISTOL  
SELECTBOARD MEETING  
Monday, July 10, 2023, 6:30 PM  
In-person at Holley Hall**

**Or remote Access via Zoom:**  
<https://zoom.us/> ♦ Meeting ID: 879 1281 0018 ♦ Passcode: 619003  
Phone In: 1-646-558-8656  
<https://us02web.zoom.us/j/87912810018?pwd=WfDGNUtJYWx1eHMrenpqTkZmUUNGZz09>

**Selectboard Members**

Darla Senecal, Chair  
Joel Bouvier, V. Chair  
Ian Albinson  
Peeker Heffernan  
Michelle Perlee

**Town Clerk**  
Sharon Lucia

**Town Treasurer**  
Anthony Delmonaco

**Town Administrator**  
Valerie Capels

**Administrative Assistant**  
Gail James

**Fire Chief**  
Brett LaRose

**Public Works Foreman**  
Eric Cota

**Police Chief**  
Bruce Nason

**Recreation Director**  
Meridith McFarland

**Hub Youth Center  
Director**  
Taylor Welch

**Zoning Administrator/  
E-911 Coordinator**  
Kris Perlee

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**Bristol Town Office**  
Holley Hall  
1 South Street  
P.O. Box 249  
Bristol, VT 05443  
(802) 453-2410  
www.bristolvt.org

## AGENDA

**I. Call to Order: 6:30 P.M.**

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

**II. Executive Session** – personnel matters per 1 V.S.A. §313(a)(3) and potential contract negotiations per 1 V.S.A. §313(a)(1)(A). *May be continued at the other end of the agenda.*

**III. Call to Order 7:00 P.M.**

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

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

**IV. Public Forum.** (5 min. per person)

**V. Department Head Roundtable.** (5 min. per person)

**VI. Regular Business.**

1. Reconsider the Selectboard’s motion to accept Munson Earth-Moving’s bid for the Pine Street waterline project to remove the loan funding contingency and authorize execution of the contract. (+/- 15 min.)

2. Update on the Basin Street Improvement Project. (+/- 15 min.)

3. Consider acceptance of DuBois & King’s proposal for the Basin Street Improvement Project design, engineering, bidding, and construction services. *May include deliberation in executive session.* (+/- 15 min.)

4. Consider a grant application authorization request to apply to the Vermont Community Chargers Grant Program for a Level 3 charging system. (+/- 10 min.)



5. Consider a grant application authorization request to apply to the Municipal Energy Resilience Program for energy assessments of municipal buildings. (+/- 5 min.)
6. Consider how to resolve a water billing issue associated with a suspected leak at the American Legion and a water meter mix-up with the associated rental property. (+/- 15 min.)
7. Authorize use of the Technology Reserve Fund for the purchase of a new desktop computer for the Listers Office. (+/- 5 min.)
8. Consider approval of the subgrant agreement between the Town of Bristol and the Addison County Community Trust for the Community Development Block Grant (CDBG) awarded to the Town for the Firehouse Apartments project. (+/- 15 min.)
9. Consider approval of the Contract for Administrative Services and Program Management between the Town of Bristol and the Addison County Community Trust for administration and management of the Community Development Block Grant (CDBG) awarded to the Town for the Firehouse Apartments project. (+/- 5 min.)
10. Consider approval and authorization of the mortgage loan documents related to the Community Development Block Grant for the Firehouse Apartments. (+/- 15 min.)
11. Review and approval of the June 26, 2023 meeting minutes. (+/- 5 min.)
12. Authorize accounts payable warrant and any liquor or tobacco licenses. (+/- 5 min.)
13. Selectboard roundtable (+/- 10 min.)
14. Town Administrator's report (+/- 5 min.)

#### **VII. Other Business.**

1. Correspondence, reports, correspondence received. (+/- 5 min.)

**VIII. Executive Session** re. *potential* contract negotiations per 1 V.S.A. §313(a)(1)(A), real estate negotiations per 1 V.S.A. §313(a)(2), and personnel matters per 1 V.S.A. §313(a)(3).

#### **IX. Adjourn.**

Next regular Selectboard meetings:

- Monday, July 24, 2023 \*\* Note there are three weeks between meetings. \*\*
- Monday, August 14, 2023

Please note: All times are approximate and changes in the agenda can occur.  
Minutes of meetings and some digital agenda materials can be found at: [www.bristolvt.org/meeting-minutes/](http://www.bristolvt.org/meeting-minutes/).  
Videos of meetings can be found at: [www.neatbristol.com/](http://www.neatbristol.com/) and on [www.youtube.com](http://www.youtube.com).