



**TOWN OF BRISTOL
SELECTBOARD MEETING
Monday, September 25, 2023, 7:00 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/
Asst. Clerk and Asst.
Treasurer**
Kris Perlee

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: 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.
- II. Public Forum.** (5 min. per person)
- III. Department Head Roundtable.** (5 min. per person)
- IV. Regular Business.**
 1. Water Commission: Consider request from Lawson Lane residents for assistance to relocate non-compliant water service lines from Liberty Street to Pine Street. (+/- 45 min.)
 2. Tentative: Consider proposal from DuBois & King for Briggs Hill Road slope stabilization engineering services. (+/- 10 min.)
 3. Consider award of a contract for update of Bristol's Local Hazard Mitigation Plan. (+/- 10 min.)
 4. Consider renewal of Town Administrator Valerie Capels' three-year contract. *May include deliberation in executive session.* (+/- 5 min.)
 5. Consider reappointment of Zoning Administrator for an additional three-year term per 24 V.S.A. § 4448. *May include deliberation in executive session.* (+/- 5 min.)
 6. Review and approval of the September 11, 2023 meeting minutes. (+/- 5 min.)
 7. Authorize accounts payable warrant and any liquor or tobacco licenses. (+/- 5 min.)
 8. Selectboard roundtable (+/- 10 min.)



9. Town Administrator's report (+/- 5 min.)

V. Consent Agenda.

1. Approve curb cut application #2023-05DA, Jenny Ambrose, Hardscrabble Road, per the Foreman's conditions.
2. Approve curb cut application #2023-06DA, Jay Vrooman, 65 West Pleasant Street, per the Foreman's conditions.
3. Approve N.H. Munsill Hook and Ladder Coin Drop application for October 8, 2023 at 15 West Street per the Police Chief's condition.
4. Approve grant application authorization request from the Hub Teen Center to the Department of Children and Families Drop-In Center Program.
5. Authorize the Town Clerk, Treasurer, or Assistant Treasurer to establish a new noninterest-bearing bank account at the National Bank of Middlebury for the purpose of pass-through grant fund administration.

VI. Other Business.

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

VII. Executive Session – tentative 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).

VIII. Adjourn.

Next regular Selectboard meetings:

- Monday, October 16, 2023 ** NOTE: There will be 3 weeks between meetings. **
- Monday, October 30, 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/.

Videos of meetings can be found at: www.neatbristol.com/ and on www.youtube.com.