



**Selectboard Members**  
 Joel Bouvier, Chair  
 Michelle Perlee, V. Chair  
 Ian Albinston  
 Peeker Heffernan  
 Jessica Teets

**Town Clerk**  
 Sharon Lucia

**Town Treasurer/  
 Delinquent Tax Coll.**  
 Sharon Lucia

**Town Administrator**  
 Valerie Capels

**Asst. Town Clerk/Asst.  
 Town Treasurer**  
 Kris Perlee

**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 & Planning  
 Administrator/  
 E-911 Coordinator**  
 AZ Larsen

\*\*\*

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

**TOWN OF BRISTOL  
 SELECTBOARD MEETING  
 Monday, December 2, 2024, 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>

**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).
  - 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. Consent Agenda.**
  - 1. Authorize removal of former Town Treasurer Justin Bouvier as an authorized signer from National Bank of Middlebury bank account.
  - 2. Approve curb cut access permit application 2024-05DA, Dave Sharpe, 1201 Meehan Road per the Foreman’s recommendations.
  - 3. Authorize submission of a grant application to the Vermont Municipal Highway and Stormwater Mitigation Program for approximately \$500,000 to support construction of the Basin Street improvement project.
  - 4. Authorize submission of a grant application to the National Park Service Land & Water Conservation Fund (LWCF) for funds to support the Hub Teen Center Skatepark project.
  - 5. Authorize submission of the Step II planning loan application to the Vermont Drinking Water State Revolving Loan Fund (DWSRF) for the Bristol East waterline replacement design; sign the loan application.
- V. Regular Business.**
  - 1. Continued consideration and possible acceptance of the Bristol Hub Skatepark design proposal from Nor’Easter: Taylor Welch-Plante. (+/-10 min.)



2. Municipal Energy Resiliency Program grant award update and next steps: Energy Committee members. (+/- 10 min.)
3. 7:00pm – Public Hearing: Use of Community Development Block Grant (CDBG) funds for Firehouse Apartments and other community development initiatives: Addison Housing Works. (+/- 15 min.)
4. Review and possible adoption of a new Livestock Running At Large Ordinance; discussion of horses running at large on Carlstrom Road. (+/- 20 min.)
5. Briggs Hill Road repair: consider update on FEMA funding, cost estimates, and next steps. (+/- 25 min.)
6. Consider approval of the proposal from Short Surveying, Inc. to complete the National Flood Insurance Program (NFIP) Letter of Map Amendment (LOMA) for the Rockydale site. (+/-10 min.)
7. Review and possible adoption of new Emergency Management Director job description. (+/- 15 min.)
8. Follow up on final details of the ARPA allocation resolution approved on Nov. 4, 2024. (+/- 5 min.)
9. Review of meeting minutes. (+/- 5 min.)
10. Authorize accounts payable warrant and any liquor or tobacco licenses. (+/- 5 min.)
11. Selectboard roundtable. (+/- 10 min.)
12. Town Administrator's report. (+/- 5 min.)

**VI. Other Business.**

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

**VII. Executive Session. Tentative -- per 1 V.S.A. §313(a)(3).**

**VIII. Adjourn.**

Next regular and special Selectboard meetings:

- December 9, 2024 Special Meeting (Water Ordinance review)
- Monday, December 16, 2024
- Monday, December 30, 2024

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).