



**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**  
 Meredith McFarland

**Hub Youth Center  
 Director**  
 Taylor Welch

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

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**TOWN OF BRISTOL  
 SELECTBOARD MEETING  
 Monday, December 16, 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. Approve GPI Basin Street Improvement Municipal Project Manager (MPM) contract amendment to extend it from ending December 31, 2025 to December 31, 2027.
  - 2. Authorization to close the Town Office from noon, Tuesday, December 24 through Friday, December 27, 2024 and Wednesday, January 1 through Friday, January 3, 2025.
  - 3. Approve request to install a memorial plaque on a refurbished bench at Holley Hall for Megan Thomas: Aidan Lenihan.
- V. Regular Business.**
  - 1. Consider appointment of candidate to fill Library Trustee vacancy: Daniella Sutherland. (+/- 5 min.)
  - 2. Consider renewal of Twin Maple Sugar Works' five-year lease at the Seth Hill Waterworks; discuss access concerns from recent erosion management installations. (+/- 20 min.)
  - 3. Consider acceptance of Addison County Regional Planning Commission proposal to serve as Airport Drive Sidewalk Project Municipal Project Manager pending VTrans approval: ACRPC Transportation Planner Mike Winslow. (+/- 10 min.)



4. Consider results of and next steps for the ACRPC's North Street traffic and village speed limit studies: ACRPC Transportation Planner Mike Winslow. (+/- 30 min.)
5. Consider suspension of STOP sign enforcement at the intersection of Briggs Hill Road and Lincoln Road during road closure, at least for the winter months. (+/- 5 min.)
6. Continued discussion of Briggs Hill Road repair: brief update on FEMA funding and next steps. (+/- 10 min.)
7. Presentation of proposed consolidations and other adjustments to Bristol's accounting structure: NEMRC and Kris Perlee. (+/- 30 min.)
8. Consider contractual arrangement with soon-to-be former Town Administrator for support or other assistance as needed. (+/- 10 min.)
9. Consider appointing a new Bristol representative to serve as an Alternate on the Addison County Solid Waste Management District Board of Supervisors to complete the term through April 10, 2025. (+/- 5 min.)
10. Consider appointing a new Bristol representative to serve on the Addison County Economic Development Corporation for a one-year term beginning January 1, 2025. (+/- 5 min.)
11. Review of 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.)

**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:

- Monday, December 23, 2024 – Special meeting for Water Ordinance review
- Monday, December 30, 2024
- Monday, January 6, 2025 – Special meeting for FY2026 budget
- Monday, January 13, 2025
- Monday, January 20, 2025 (Martin Luther King, Jr. holiday) – reschedule?
- Monday, January 27, 2025

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).