

**Town of Bristol, VT  
Selectboard  
Minutes of Meeting  
Friday, January 31, 2025**

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**Members Present:** Ian Albinson, Peeker Heffernan, Michelle Perlee (Vice-Chair), Jessica Teets  
**Staff Present:** Kris Perlee (Assistant Town Clerk and Treasurer)  
**Others Present:** Jim Quaglino

**I. Call to Order.** Ian Albinson called the meeting to order at 1:09 pm.

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

No changes were made.

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

**II. Public Forum.**

Nobody requested time to address the Board.

**III. Regular Business**

**1. Budget update: revision of the 01/27 approved budget for the General Fund budget, Recreation Department, Police Department, Fire Department, Public Works Department, and other sections, if available.**

Ian explained that, after approving a budget amount on Monday, he and Kris had noticed some items that needed adjusting, particularly an update to the ZA salary due to an increase in hours and other salary changes. He provided an updated, accurate version for the Board to review. Ian also outlined that the summary page now includes salary and benefit information as well as capital appropriations, in the total for each Department, providing the more complete picture for each Department that Board members had been requesting.

The total budget for expenditures presented by Ian was for \$3,784,825; this represents an 8.31% increase.

While cautioning that Town Meeting attendees may need some assistance in understanding some of the budget details, due to the difficulty in comparing year-to-year because of the new structure/reporting format, Ian also pointed out that the new system lends itself well to graphic depictions such as pie charts. Peeker suggested that a pie chart showing the percentage of municipal and education taxes be included in a report.

**MOTION:** *Peeker made a motion to approve an FY26 budget in the amount of \$3,784,825. The motion was seconded by Michelle, and approved unanimously.*

**2. Final Review of Town Meeting warning.**

Ian reviewed the warning language, which had dollar amounts included, and was structured to have Articles organized by Department. There was some discussion of logistics, and it was agreed to remove the Article regarding amounts of Capital Appropriations, and instead include explanatory language in each of the other Articles, as those amounts are included in the total budget for each Department.

**MOTION:** *Peeker made a motion to approve the Town Meeting warning with the changes agreed upon. The motion was seconded by Jessica, and passed unanimously.*

**IV. Other Business.**

No other business was taken up by the Board.

**V. Adjourn.**

The meeting adjourned at 1:43 pm.

Respectfully submitted,  
Carol Chamberlin, Recording Secretary