

**Town of Bristol, VT
Selectboard
Minutes of Meeting
Monday, January 16, 2023**

Members Present: Ian Albinson (Chair), Joel Bouvier, Peeker Heffernan, Michelle Perlee
Members Absent: Darla Senecal
Staff Present: Valerie Capels (Town Administrator), Anthony Delmonaco (Town Treasurer), Patricia King (Lister), Brett LaRose (Fire Chief), Sharon Lucia (Town Clerk), Bruce Nason (Police Chief)
Others Present: Alyth Hescock, Jim Quaglino

I. Call to Order. Ian Albinson called the meeting to order at 6:00 pm.

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

Order adjusted.

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

II. Public Forum.

Jim welcomed Valerie and Joel back on scene.

III. Regular Business

1. Interview for assessing services: Alyth Hescock.

Alyth had provided a proposal and resume prior to the meeting, and took some time to provide some background information and answer questions from Board members.

Patricia King explained what is needed in terms of assessing services, including an upcoming town-wide appraisal; the potential number of hours for Alyth was discussed.

2. Budget workshop: Bristol Fire Department preliminary budget review.

Brett highlighted some of the Fire Department budget details and answered questions from Board members; the draft budget contained detailed notes relating to the various budget lines. The budget as drafted reflected a 2.6% increase.

There was some discussion of the complexity and time involved in completing grant applications, making it difficult to consistently apply for suitable grant awards.

3. Budget workshop: Bristol Police Department preliminary budget review.

Valerie pointed out that personnel info still being gathered/developed.

Bruce was available to review the draft budget and answer questions. It was decided to increase the revenue line for non-district services to cover repeat dog matters and other issues taken care of for the Town. Personnel costs, insurance costs, and the use of unassigned funds were discussed; it was agreed that the use of unassigned funds could be discussed at the Department's annual meeting.

Facility expenses and continued use of the current building were discussed.

The Vehicle Reserve contribution was increased from \$19K to \$20K, otherwise, the Reserve fund balances and contributions appeared to be on track. Bruce suggested that the opioid funds disbursement to the Town be allocated to Turning Point, as they provide related beneficial services. It was confirmed that Highway Safety Funds are applied to salaries and expenses.

There was agreement that the budget will be ready for finalization once updated personnel expenses have been included.

4. Review of draft Town Meeting and Police District warnings.

Ian reviewed the text of both Warnings with the Board, the document was edited during the meeting.

Sharon will contact Bristol Rescue, as their appropriation request had not yet been received.

5. Authorize accounts payable warrant and any liquor or tobacco licenses.

There was no warrant to review, and no license applications to approve.

6. Selectboard roundtable.

Nobody had anything to speak to during the roundtable.

IV. Other Business.

1. Correspondence/reports received were reviewed.

V. Executive Session re. potential contract negotiations per 1 V.S.A. §313(a)(1)(A) and personnel matters per 1 V.S.A. §313(a)(3).

The meeting entered Executive Session at 8:33 pm, and adjourned upon Executive Session ending, with no further action taken by the Board.

Respectfully submitted,
Carol Chamberlin, Recording Secretary