

Town of Bristol, VT
Interim Town Administrator's Report
Monday, March 24, 2025

Summary, March 10-23, 2025

- General email checking and follow up.
- Selectboard Agenda/Meeting Prep.
- Ongoing updates to Selectboard Meeting Minutes backlog.
- YouTube/website updates of Board/Committee/Commission meeting videos.
- Ongoing updates to Town Administrator job search.
- Police Negotiations Meeting #7, agreement reached.
- Annual sending of official letters of appointment/re-appointment to Town positions.
- Updated website with various Boards, Commissions, & Committees pages to show latest members and term lengths.
- NEMRC troubleshooting/learning/education.
- Internal file organization and beta testing of Box/Dropbox cloud solutions to replace soon-to-be sunset Dominion Tech Cloud service.
- Follow up letters/emails/agreement for Lawson Lane Service Line Project Loan.
- Tree Inventory/Planting Meeting w/Josh Behounek, John Swepston, Jill Marsano, Steve Palmer, and Eric Cota to discuss placement of new water district-based trees.
- Signed Letter of Support for Energy Efficiency and Conservation Block Grant (EECBG) program through ACRPC to update Bristol's Enhanced Energy Plan.
- Airport Drive Sidewalk Project kickoff meeting with Rebecca Elder (ACRPC Municipal Project Manager) and AZ Larsen (PZA).
- Meeting with RCAP Solutions, Inc. re: water/sewer system assistance, with Jill Marsano, Steve Palmer, Joshua Lochhead, and John Kiernan.
- Follow up with Ashar Nelson of Vermont Integrated Architecture on MERP grant.
- Follow up with Silver Maple Construction on MERP grant. Declined project.

Last edited by Ian Albinson, March 24, 2025 2:51 PM