

**Town of Bristol, VT
Selectboard
Minutes of Meeting
Monday, November 28, 2022**

Members Present: Ian Albinson (Chair), Joel Bouvier, Peeker Heffernan, Michelle Perlee, Darla Senecal
Members Absent: None
Staff Present: Valerie Capels (Town Administrator), Eric Cota (Road Foreman), Bruce Nason (Police Chief)
Others Present: Dan Mallach (Dubois & King), Jim Quaglino

I. Call to Order: 6:30 P.M.

II. Executive Session re personnel matters per 1 V.S.A. §313(a)(3).

III. Call to Order. Ian Albinson called the meeting to order at 6:30 pm.

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

No changes were made to the agenda.

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

IV. Public Forum.

Nobody offered comments during the Public Forum portion of the meeting.

V. Department Head Roundtable.

Meridith, Bruce, Eric, and Jill (via Valerie) provided updates on their Departments' recent activities.

VI. Regular Business

1. Munsill Avenue Sidewalk Scoping Study: Discussion of the preferred alternative with Dan Mallach, DuBois & King.

Dan Mallach presented the four alternatives (with a fifth option being to do nothing) for a sidewalk along Munsill Avenue between West and Pine Streets, including an evaluation of each. He outlined the steps already completed in this Study, including public outreach and completion of a community survey. The pros and cons of the different alternatives were presented and discussed, with stormwater drainage, maintenance needs, street trees, plowing logistics, on street parking allowances, and other factors considered.

A majority of the Board members were in favor of a buffered sidewalk, with the intersection at West Street addressed appropriately with curbing and stormwater drainage. It was also agreed that utility poles should be moved into the green buffer space if possible. Reasons for preferring this option included cost considerations, the ability to continue on-street parking, the safety of pedestrians being farther from traffic, and the logistics of plowing.

2. Park Use Application: Outdoor Live Nativity at the Town Green, Sunday, Dec. 11, 2022, 1:00pm – 6:00pm.

It was noted that a certificate of insurance was available, with the Town of Bristol as an additional insured, that Brett LaRose would be consulted regarding the planned fire pit, and Eric confirmed that any sidewalk plowing or sanding that was needed would be addressed.

MOTION: *Michelle made a motion to approve the use of the Park for Outdoor Live Nativity event on Sunday, December 11, 2022 from 1:00 pm to 6:00 pm, on the conditions that the Fire Chief be notified, insurance remain in place, and appropriate clean up take place. The motion was seconded by Peeker, and passed unanimously.*

3. Grant authorization request for approx. \$43,000 from the VT Dept. of Homeland Security to replace 4 older mobile radios and vehicle repeaters: Police Dept.

Bruce provided some background on the need to replace this equipment.

MOTION: *Joel made a motion to authorize a grant request to the VT Department of Homeland Security for replacement of Police Department mobile radios and repeaters. The motion was seconded by Michelle, and passed unanimously.*

4. Grant authorization request for up to \$20,000 through the Better Roads Grant program to widen and stone line Notch Road: Public Works Dept.

Eric explained that the Town equipment is not capable of completing this work, and it needs to be contracted out.

MOTION: *Joel made a motion to authorize a grant request to the Better Roads Program to be used in widening and stone lining a portion of the Notch Road. The motion was seconded by Michelle, and passed unanimously.*

5. Grant authorization request for funds through the Building Resilient Infrastructure and Communities (BRIC) program to update Bristol's Hazard Mitigation Plan.

Valerie explained that this money might also be used for a scoping study, and suggested that it be considered to apply the funds to the Mountain Street culvert, which was not funded through another program. She explained that ways to alleviate flooding at that site needs to be studied. The grant is for up to \$20K with a match requirement.

MOTION: *Peeker made a motion to apply the BRIC program funding to a scoping study for Mountain Street stormwater. The motion was seconded by Joel, and passed unanimously.*

6. American Rescue Plan Act (ARPA) funding update.

Neither Ian nor Valerie had any updates to report.

7. Review and approval of the September 14, September 26, 2022, November 7, and November 14, 2022 meeting minutes.

MOTION: *Michelle made a motion to approve the Minutes of November 7, 2022, with the changes she had suggested. The motion was seconded by Peeker, and passed unanimously.*

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

The warrant was for the amount of \$2,386,008.57

No licenses needed to be reviewed/approved.

9. Selectboard roundtable.

Nothing was presented during the roundtable.

10. Town Administrator's report.

Valerie reported that VTrans will be working on the lights at the bridge near Lincoln Road.

V. Other Business.

1. Correspondence/reports received were reviewed.

Valerie highlighted some of this information, and there was some discussion of a request received regarding a pedestrian crossing on Park Street, near School Street.

VI. Adjourn.

The meeting adjourned at 8:38 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary