

**Town of Bristol, VT
Selectboard
Minutes of Meeting
Monday, February 12, 2024**

Members Present: Ian Albinson, Joel Bouvier (Vice-Chair), Peeker Heffernan, Michelle Perlee
Members Absent: Darla Senecal
Staff Present: Valerie Capels (Town Administrator), Brett LaRose (Fire Chief), Sharon Lucia (Town Clerk), Bruce Nason (Police Chief), Kris Perlee (Zoning Administrator)
Others Present: Jason Barnard (Barnard and Gervais), Sally Burrell, Richard Butz (Energy Committee), Ron Dendas, Dale Dingler, Theresa Gile, Cyrus Marsano (VTUMS), Jill Marsano (VTUMS), Amos Martin, Steve Palmer (VTM Engineering), Jim Quaglino, Adam Thomas, Amber Thomas

I. Call to Order. Joel Bouvier called the meeting to order at 6:00 pm.

II. Executive Session

MOTION: A motion to enter Executive Session for the purpose of discussing personnel matters per 1 V.S.A. §313(a)(3) passed unanimously.

The meeting entered Executive Session at 6:01 pm and returned to open session at 7:02 pm.

III. Call to Order. Joel Bouvier called the meeting to order at 7:03 pm.

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

No adjustments 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.

Amos Martin reported to the Board that he has lost his privilege to post to Front Porch Forum (FPF) due to his using that venue to share articles from the Vermont Daily Chronicle related to the topic of the Clean Heat Standard, noting that he doesn't want to see local residents lose the ability to use the valuable tool that FPF provides. Board members asked for some further information regarding this interaction with FPF.

V. Department Head Roundtable.

Eric Cota (Public Works):

- Have begun wind debris clean up
- Otherwise, normal maintenance and road work
- Freightliner is currently having front end repair work completed, sooner than anticipated
- Lamppost repair is complete
- Ian noted pedestrian sign which needs to be reattached

Bruce Nason (Police Chief):

- Busy with service calls, otherwise nothing new

Brett LaRose (Fire Chief):

- Fire station received significant damage from the two wind events, have received quotes for repairs, waiting for contractors to complete the work

Sharon Lucia (Town Clerk):

- Election in three weeks
- School voting may be postponed
 - Board members noted this may provide another opportunity for adoption of land use regulations

Jill Marsano (VTUMS)

- External grease traps are being cleaned bimonthly
- Sewer read is tomorrow
- Monthly water reports submitted
- VOC, SOC, and IOC waiver document submitted – will provide longer time between testing if current samples meet standards
- SLI continues to progress
- Several new potential housing developments coming – currently still have adequate supply and pressure
- Joel asked about billing for grease trap cleaning – Valerie explains that a system is being developed to send out related bills
- Peeker asks about run times since completion of the Pine Street work – Jill noted they are down slightly, and reminded that there were also three big leak repairs completed; she will provide a spreadsheet of related data

VI. Regular Business

1. Consider Addison County Regional Planning Bristol Delegate candidate Ron Dendas to fill a vacant seat that runs to June 30, 2024.

Ron introduced himself, and indicated that he has always been interested in local and regional planning; based on this interest and professional experiences, he feels this appears to be a good position for him. He noted that he is familiar with the RPC and current planning issues.

MOTION: Ian made a motion to appoint Ron Dendas to a seat on the ACRPC as a Bristol representative. The motion was seconded by Peeker. All voted in favor.

2. Consider Development Review Board candidate Dale Dingler to fill one of two vacant seats that run to March 2024 and March 2026.

Dale introduced himself as a former business owner who has participated in numerous development projects, noting that he is familiar with Boards and how they function, and also interested in community service.

MOTION: Peeker made a motion to appoint Dale Dingler to the Development Review Board for a term expiring in March 2026. The motion was seconded by Ian. All voted in favor.

3. Public hearing: Dog Ordinance violation: Michael Mulligan, Lower Notch Road.

Val noted that Michael is unable to join via Zoom and had requested that he be called and put on speaker phone. During the course of the meeting, Joel attempted several times to call Michael, but the calls were not answered.

4. Consider new opportunity to apply for Level 3 EV charging station grant funding: Richard Butz.

Richard Butz provided some information regarding the status of the application previously submitted for installation of Level 2 chargers, which are tentatively to be installed along the park. It was noted that it was originally thought that the match amount for this grant would be \$2K, but it is now looking as though it will be closer to \$20K; Ian noted that the match will be an ARPA fund allocation.

The new grant opportunity is for Level 3 charging, for which there is a larger match. A maximum of four ports may be applied for, with each capped at \$30K for hardware and \$40K for installation. Richard confirmed that these will need to be supplied by 3-phase power, and explained that they will provide a faster charge than the Level 2s, which provide approximately 45 miles per hour of charging. He also noted that users will pay for the power consumed, and pointed out that Bristol is in a prime location for users to stop and recharge, as it is at least 15 miles to any other Level 3 charger installations.

Sally Burrell was also present for discussion of the matter, which included the following points:

- There is no overnight parking allowed where the Level 2 installation is currently planned along the park.
- Plowing practices need to be taken into consideration when planning a location for chargers.
- The front side of the park often has empty spaces, and is closer to 3-phase power supply.
- There is a policy of no new structures in the park.

MOTION: Ian made a motion to authorize Richard to apply for the grant as discussed, for the maximum allowed of four ports, with the placement location to be determined. The motion was seconded by Peeker. All voted in favor.

Richard indicated that the Municipal Energy Resilience Program (MERP) reports should be available in mid-March.

Joel indicated that several people have asked about natural gas being brought to Bristol, and asked if the Energy Committee would look into this possibility.

5. Water Commission: Consider request by Adam and Amber Thomas for alternative to looping new water line for proposed 6-unit Planned Unit Development.

Jason Barnard explained that the development, originally proposed for eleven units, had been requested to loop an 8" water line through the lots, from Pine Street to North Street and back to Pine. He indicated that this does not seem necessary with the smaller number of units now planned; Jill Marsano agreed.

There ensued a discussion of potential logistics for siting curb stops, or potentially meter pits, to serve the new development's units. Jill expressed several concerns, and emphasized that curb stops need to be in the public road ROW. The need for an HOA was discussed, with Steve Palmer suggesting a meter pit at the northern end of the project with an HOA responsible for all subsequent infrastructure. Jill indicated that this is a complex issue, with implications for future developments in town, and that a thorough investigation of solutions and their implications be undertaken.

It was agreed to approve the removal of the requirement for the 8" main line loop, and for Jason to work with Jill in order to come back with a proposal for installation details.

MOTION: Ian made a motion to approve removing the requirement for the looped 8" line. The motion was seconded by Peeker. All voted in favor.

6. Review and possible adoption of updated Revolving Loan Fund policies and application materials.

Michelle explained that she had reviewed the document with ACCD staff, and an updated version is available. Theresa Gile was present, and was asked to review the materials, as she is on the Revolving Loan Fund Committee. Valerie noted that this is an effort to modernize some dated documents, as well as broaden the pool of applicants for whom loans are available, providing an example of property owners who experienced flood damage that was not covered by FEMA.

It was agreed to review this information further in an upcoming meeting.

7. Review and approval of the January 8, January 15, January 22, and January 29, 2024 meeting minutes.

MOTION: Michelle made a motion to approve the Minutes of January 22, 2024. The motion was seconded by Ian. All voted in favor.

Approval of other minutes was postponed.

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

The warrant was for the amount of \$114,471.38

Sharon noted that there are two liquor license renewals for the American Legion (indoor and outdoor); two tobacco license renewals for the American Legion (regular and alternate); one liquor license renewal for Walgreens; and one tobacco license for Walgreens.

MOTION: Peeker made a motion to approve the liquor and tobacco license renewals as noted. The motion was seconded by Ian. All voted in favor.

9. Selectboard roundtable.

Ian reported that the Town Report has been sent to the printer and that the proof will be reviewed before final printing.

Ian reported that the bus shelter waiting for installation experienced some roof damage in the last storm, and that it will potentially be repaired once in place, as he is working to have a crane available to place the shelter. Asphalt will be placed around the shelter once the weather allows.

Ian is seeking somebody to assist with painting the posts for the Howland Hall sign so that he can get that installed.

Michelle asked about the Firehouse Drive streetlights; Valerie is waiting for a response, but noted that the end lights are working again, as those had been out due to a tripped breaker which has been addressed.

Joel noted that two streetlights at Daniel's four corners are out; these are GMP lights and Joel will reach out to them.

Joel noted that the caution sign by the fire station, which can be activated by the firetrucks, is missing. Brett will look into this.

Ian noted that there is another damaged caution light on Stoney Hill Road.

10. Town Administrator's report.

Valerie reported on three meetings held earlier in the day:

- A meeting with a FEMA representative to follow up on July 2023 flooding, focusing mainly on Briggs Hill Road. There were assurances that the work needed will qualify for hazard mitigation funding, and that the FEMA funding will not be held up due to the Town's being approved for NRCS/USDA funding of \$1M, with a 25% match. Valerie and Frida will be providing FEMA with other details that have been required.
- Meeting with Briggs Hill engineering team and drilling company. Jason from the drilling company ran through his findings and recommendations. Peeker and Eric will be looking at the site, and determining if lowering the road as proposed will be a viable solution. The design proposed is not overly complicated, but slope considerations need to be taken into account for different materials that may be used. Trees in the central area will be looked at to ensure that if they fall it will not lead to further erosion. Peeker confirmed that water line impacts are being addressed, but that mitigation is not anticipated to be necessary.
- Meeting with the Basin Street engineering team; two alternatives have been proposed, one with the current alignment and one with a new alignment. Both options plateau at the top of the site, with a level crosswalk. The largest impact of either is a change in the side slope/drainage pattern, which potentially will affect the property owners on the eastern side. A meeting with those individuals will be scheduled before bringing the proposed solutions to the Board for consideration. Elevation of the road is required; no impact to the water line is anticipated. Tentatively the information will be brought before the Board on March 25, 2024.

VII. Other Business.

- 1. Correspondence/reports received** were reviewed.

Valerie highlighted some of the items included in the correspondence which had been received.

There was a discussion of Michael Mulligan's dog hearing, which did not take place due to his not answering his phone during the evening's meeting. It was noted that the barking had apparently ceased for some time, but was reported again on November 12. There were questions raised, such as how frequently the barking is occurring, what steps were taken to control the barking following the March hearing, and what may have prompted the current increase. Bruce noted that further issuing of tickets is not a solution for an issue which has already come before the Board.

VIII. Executive Session

MOTION: Michelle made a motion to enter Executive Session for the purpose of discussing personnel matters per 1 V.S.A. §313(a)(3). The motion was seconded by Peeker. All voted in favor.

The meeting entered Executive Session at 9:15 pm and returned to open session at 10:01 pm. Upon returning to open session, no action was taken.

IX. Adjourn.

The meeting adjourned at 10:02 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary