

**Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday, July 11, 2022**

Selectboard members present: Chair Ian Albinson, Vice-Chair Darla Senecal, Joel Bouvier, Peeker Heffernan, and Michelle Perlee

Members Absent:

Staff present: Town Administrator Valerie Capels; Public Works Foreman Eric Cota, Treasurer Anthony Delmonaco, Fire Chief Brett LaRose, Board Clerk Sharon Lucia; Rec Director Meridith McFarland; Police Chief Bruce Nason.

Others present: Elizabeth Blair, Doug Corkins, Brian Cote (SLR Engineering), Patricia King, Jim Quaglino, Roy Schiff (SLR Engineering); Ben Skolazdra, Danielle Wallace.

I. Call to Order. 7:02 pm

1. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A). No changes.

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

II. Public Forum. None.

III. Department Head Roundtable.

Sharon – Election is about a month away - August 9, 2022 and voting from 7 to 7 – Vermont primary and local election. Absentee ballots she has 6 pages of requests which are being sent out. Got approval for Starksboro removal from the School District, New hire Stephanie Curtis started last week. Water payments coming in and just normal business.

Bruce – 4th of July and fireworks, overall things went well. Good to see people out and about. Thank you to the volunteers and helping with the barricades. Speed radar signs on East and West Street are getting a lot of attention; other agencies asking about cost; Thanking Josh for changing the message. People only going over to see what the other sign says. They have helped slow down traffic a lot. Hoping to get another one when other grants are available. If we get another one, would like to replace the one on North Street. We would use the other one if we do replace it. Joel asked how speed carts are coming – have one that just have not had time to get it out. Thinking about putting it out in front of Joel's house.

Meridith – 4th of July was great. Most everyone that heard from, like the float. There were about 20 mountain bikers on the float going off the ramp. Have clay and swim camps; hub make it and break it camp, movies in park; 501 legion (dress up characters that come

to park). Had great free pickle ball clinic last Saturday; 4 possible candidates for coordinator position and will be setting up interview. The backboard that was put up at the tennis courts she has not seen anyone use, but the backboard is for someone waiting for their friend to show up. The rec department is planning painting it so it is not a wood color. Exercise stations have been put up – there are 3 of them and Bob Almeider shout out to put in the 4x4 posts because it was a lot of work. Hoping to put in more later at Mt Abe and Fire Station loop. Still needs to put up a laminated sign on how to sue them. Water Bottle Station used every day and is a huge success.

Brett – town's new pumper – still scheduled to be delivered in September – gone to paint booth. Invoice for the pumper – Brett has asked Eric Forand to find out when we will get the invoice for the pumper. Putting in information for the audit for the FEMA's assistance to firefighter grant (deadline 7/15/22); call volume 76 calls to date; respond to a lot of MVAs at River Road/S 116 – that volume continues to rise each year. People just do not make the corner. 4th of July – standby for fireworks; dunking booth fill up on 7/3 and 7/4; participated in parade; flag project at the fire station is complete with many thank you to send out; car seat fitting station – average about 3 installations a week. One of two active fitting stations for car seats in Addison County.

Eric – Painting is done for crosswalks; update on Ford F450 – they wired up something wrong (Viking apparently wired something incorrect when adding on equipment) and burned up wire harness – at G Stones for repair but if it needs a wire harness do not know when that will come in; it will be covered by Viking. Wednesday shouldering Plank Rd and Monkton Rd where we paved; roadside mowing is continuing. Ian asked if the Town stripes Prince Lane – that is all Pomerleau, but the continuation of the sidewalk the Town does; North St sidewalk stripe is done and so is one by Bank (across alley way and driveway to the bank). The town does not do the stop bars, that is Pomerleau. Poisonous Parsnip – can we get it wider (Mike will try to get 3 passes where he can, but generally we do 2 passes). Discussion of the Poison Parsnip on Plank and if we get 2 passes, then that would take care of most of the poison parsnip. Boom mower for 2 weeks in August 8-19 (one week is free and one rented) – can do guardrails and prune back. Received a grant for Monkton Road this last year, we are not on the list again for this year.

IV. Regular Business.

1. Dog Nuisance Public Hearing: Greg and Vicki West. Valerie gave summary of incidents and options to non-compliance. Discussion of documents on-line with regard to the complaints and facts surrounding that. Dogs are not registered and remain unregistered (not first time around the block with this family and these dogs). Recommend install some sort of detention device within 1 week of the hearing and institute a fine and have Bruce confiscate the dogs and surrender to Homeward Bound. Sharon confirmed dogs have not been registered. These are different dogs than from the prior incident on Notch Road. Apparently one of the neighbors shot one of the dogs because it was being aggressive. Since April, there may have been 1 or 2 phone calls that they missed documentation. Bruce was there last night for a different dog in the neighborhood. Did walk or got dragged the dog to the owner's house. Certified letter was previously received and signed for. Prior incident, Vicki attended one of the prior hearings, did not show up for later ones. Pecker likes the idea of giving them a week to get things in order and if they don't give Bruce authority

to confiscate the dogs. Michelle – put up fence – they have had since April to get them registered and controlled. What if they don't build the fence or containment in a week. If they leash or on a run, then they are still in compliance (a retention device). They have been noticed for registering since March. He would suggest that we give them a week to take care of the registration and confinement. The current dogs are less than a year old and have not been registered, the prior dogs they registered once because they were in trouble, otherwise they have not registered any of their dogs. Aggressive dogs, but have not gotten bitten, but very intimidating. The fines – up to \$500 per dog. Joel – forgo part of fine if it goes towards fence. Bruce said will give them credit because they did try to keep them confined, but the last time someone opened the door and the dog snuck out. Peeker made motion to give them a week (7 calendar days) from notification (certified mail) to register dogs; if not registered then \$500 fine per dog (3) for total of \$1500. Second violation dogs will be impounded. Michelle seconded. Motion carried.

2. Consider request from the Police Department for authorization to purchase a new 2022 Dodge Charger and trade in 2014 Ford Explorer.

Online are the details of a new 2022 Dodge Charger (Stone's CDJR) (all wheel drive) the Police Department has identified to purchase as part of the Police Cruiser Replacement Plan. The hybrid was not considered at this time because the Police Department facility does not have an EV charger and there is not one nearby \$6,000 in trade; lights are extra. Discussion about keeping the 2014, thought was keep the vehicle for 5 years. We replace them every 2 years, so hoping to prevent some of the repair costs down. Discussion had before regarding keeping the vehicles. Hoping to have more value of the vehicles by only keeping them for 2 years. Went from like \$1000 for a vehicle to \$6000 by trading it in sooner than 3 years. Will have same decals as the other vehicles, will need to put on the lights otherwise the equipment we have to put on it. Changed maintenance plan for these vehicles to keep the expenses down and the trade in get more for them. We are on a 6 year replacements system, replace a vehicle every 2 years (was on an 8 year replacement). Joel is worried about the costs, the chance that we may have increase in costs for dispatch services. Discussion of the dispatch services and what Bruce is doing regarding the dispatch services. Discussion of the capital plan in place and that this falls within that plan and budgeted for.

Peeker made motion to purchase vehicle. Darla seconded. 4 voted to for and one (Joel) against. So voted.

3. Consider approval of contract for engineering services for the Lincoln Road riverbank stabilization project.

Lincoln Road project. Has been on our radar for quite some time and there is information on-line. Reached out to SLR engineering to deal with washouts on Lincoln Road. Reached out to Roy Schiff – SLR engineering. Projected is supported through VTRANS grant to pay up to \$175,000 of a project that is estimated to be about \$300,000; SLR is working on the fishing platform so are very familiar with that section of the river. Prepared scope of work. Included on-line is their proposal. Their proposal is within the estimated within the grant application. Their bid is for \$51,950. The bid includes, design bidding, construction management, inspection, permitting, soup to nuts. Roy is on-line.

Joel is asking if this will really do any good by doing this – when met with Ashley, it has to be engineered. The Town does not want to do the permitting process. There is about a 6 foot swath through there that is not pinned in. It needs to be pinned in to the ledge there to keep it from coming down. Concerned right now that if mother nature comes through now that there is nothing there right now, we could lose everything. Nothing engineered at this point, we have always had repair stuff because it is an emergency situation. It sets on ledge and nothing to stop the rocks from below getting moved, nothing to stop it from moving and then everything else comes down. Roy has spoken to people who have deal with this type of situation in the past and because there is so much velocity in this area. They are working on the Route 125 area and having to do some pinning there. Coming up with some solutions and options. There is going to be a balance of grouting and pinning or wedging rocks. Will look at the details as best they can with the current site. Discussion of the design and cost and what happens if it comes up above what we think it will cost, if the grant is only for \$175,000; We have a capital road reserve funds, undesignated fund balance, other grant funding, ARPA funds possibly, but do not know the answer to that questions. Concern with anchoring is the ANR will not allow us in the river to do that. Part of the scoping exercise is to collect data while the water levels are low, submit permits, review period and money all lines up, the project would be built the next construction season. We can decide once the design is done and the cost estimates are given, we can make a decision then. The State of Vermont is loaded with transportation funding. Real possibility that we could apply for additional funding. Question is do we want to hire SLR. With the current grant, 80% grant (all expenses eligible including engineering and permitting and construction are covered at 80%).

Peeker made motion to authorize we hire SLR Engineering. Joel seconded. So voted.

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

Committee is meeting next Monday (7/18); logistics of outreach methods; Valerie is working on a list of projects matrix.

5. Appointment or reappointment of Town officers.

- Lister position: Doug Corkins has applied for the open Lister position. Got roped in by Mark Bouvier. Patricia King says welcome aboard. He is appointed until March of 2023 as that is when this term ends.

Joel made motion to appoint Doug Corkins. Peeker seconded. So voted.

6. Review and approval of the September 13, 2021 meeting minutes.

Pushed until next SB meeting.

7. Authorize accounts payable warrant and any liquor licenses. \$314,764.39.
Discussion about police district services, Sharon clarified this was for services outside the district and Bruce clarified that it was for a quarter's worth of services.

They had gotten behind doing it monthly, so submitted it by quarter.

8. Selectboard roundtable.

Darla – Shout out to 4th of July committee and Rec Dept.

Michelle – Shout out to 4th of July committee; outhouse races.

Joel – any update on Pine St water line. Val advised that the loan has been submitted to Agency and is in review by Agency. Believe they finished the review of the contract and are looking for an executed copy. Early spring/summer of 2023; Val indicated looking for a November bond vote for project. The flags that they put out on the parade route because they are made out of plastic. Joel picked up 70 flags from 4th of July and he has bundled them and will give them to whoever put them out to use them next year.

Peeker – Thanked Bruce marching in the parade rather than driving; shows his commitment to this community.

Ian – Audit. Val advised received draft audit FY2021 – met with auditors today and went through page by page and will follow up with Treasurer next week on certain topics. Did not set a date when we will have a final audit to us, but discussed about plan for the fiscal 2022 audit. Audit is very thorough and had discussion of how they handle things that are different than our previous audits. They were easy to work with which was nice.

9. Town Administrator's report.

Audit (see above). West Street slope project meeting update construction meeting. Design and inspection engineers are impressed and pleased with the project and work to date. Meeting with LaRose's tomorrow to discuss issues (have some concerns about how the pathway was constructed within the slope stabilization, but engineers believe it is stable as the vegetation is already starting to grow). Have three candidates for DPW position. Need to coordinate on the final sidewalk project inspection – Eric and Valerie will coordinate.

V. Other Business.

Correspondence, reports, correspondence received.

- [2022_Annual_Core_Septic_System_Inspection_Report_VTM_2022-06-29.pdf](#).

Identifies several areas that need to have maintenance attention. Sharon and Val met with John Kiernan to come up with a capital plan for the septic system. So this inspection report will help with the capital plan and what that will look like. He will also look at the rate structure and will help with that plan.

- [Bristol_Allocation_Letter_Walker_for_Zubow_34_Garfield_St_2022-06-30rev.pdf](#).
- [E-mail_VTrans_LOI_received_sit_back_and_wait_2022-06-30.pdf](#).
- [FY2023_Education_Tax_Rates-Bristol.pdf](#).

Eric thanked Bruce and the police department for picking up barricades after the parade from 4th of July.

Joel asked about the meeting being televised and explained it is recorded but may not be streamed live. It is on demand so can watch it later.

VI. Executive Session. Contract negotiations per 1 V.S.A. §313(a)(1)(A) and personnel matters per 1 V.S.A. §313(a)(3).

Michelle Perlee made motion to go into Executive Session for personnel matters and contract negotiations per 1V.S.A. §313(a)(3) invited Eric Cota. Peeker Heffernan seconded. So voted. Went into Executive Session at 8:28 pm.

_____ made motion to go out of Executive Session and _____ seconded. to adjourn the meeting at _____ pm. So voted.

Any motions made during Executive Session?

VII. Adjourn.

Respectfully submitted,

Sharon A. Lucia
Board Clerk

Valerie Capels
Town Administrator