

**Town of Bristol, Vermont  
Selectboard Meeting Minutes of  
Monday, March 28, 2022**

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

Members Absent:

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

Others present: Shawn Kimball NEAT TV; Alec Distler (Champlin Associates), Jim Quaglino, Bob Donnis (Gran Fondo), Jill Marsano, VTUMS, Jenn Mayhew Turning Point, Linda Andrews, iPad, (list people in the meeting)

**I. Call to Order. 6:30 pm**

1. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A). There is one addition, and no removals, or adjustments.

**II. Executive Session** – personnel matters per 1 V.S.A. §313(a)(3) and contract negotiations per 1 V.S.A. §313(a)(1)(A).

**III. Call to Order. 7:01 pm**

1. Overview of Zoom meeting operation and procedures: rules for participation, mute microphone, recognition by Chair, etc. No minutes to review.

**IV. Public Forum.** Linda Russell – demo climate change forum 4/13 at 7 pm; Sally Burrell for Energy Committee, Kevin Hanson for Planning Commission, Jono Chapman for Conservation Commission will present.

**V. Department Head Roundtable.**

**Sharon**

**Meridith**

**Taylor Welch** – still on maternity leave. Met with Meridith today to discuss doing some work at home easing her way in to coming back.

**Anthony Delmonaco** - will be done with fixed assets audit by tomorrow. Talking budget software companies.

**Brett LaRose** – Training program competency and efficiency-based program; last Saturday quarterly training; 4 hours working on skills learning last three months. Put those skills to test in real time. Addison County regional fire school – last weekend in April – Bristol will host.

**Bruce Nason** – nothing new.

Eric – try to keep roads up and dealing with mud and more snow.

**VI. Regular Business.**

1. Consider presentation by Champlin Associates and others of a wastewater pretreatment alternative: Algaewheel.

Alec Distler – Pumps and control company. All water and wastewater treatment systems. Algaewheel – municipal system for towns, small campgrounds, rest areas. Rotating algae contactor (RAC) explained difference between RAC and RBC. Algae wheel is free floating and takes pressure off hanging wheels. Looks like a greenhouse from outside. Algae and bacteria to tame wastewater..... How do we get oxygen into the system? To make sure bacteria is alive. The algae wheel completes that. Napels NY – 100 to 200 gallons per day. Had a video of Napels, NY facility. One guy runs it. State will let you know what requirements (30-30) (BOD & TSS) (total suspended solid) will be in permit. Two-algae wheel tanks with greenhouse over top of tanks as well as tanks. 40x30' area. Typical flow schematic – don't have to have all as not all would be needed. Screen, head time, primary clarifier, pump station, into algaewheel down to second clarification (get out additional solids) and discharge to outside septic system. Reuse existing infrastructure. Would need new pump station. Would allow for expanded sewer. Valerie - Energy requirements of this facility 3 horsepower blowers all day \$2,000 annual costs – Valerie long term maintenance – labor to manage a system – require a license operator to manage system. Nothing for algae wheel specific license. Upgrade pump station; inlet pumps, minor electrical systems, screening – better maintained the more likely it will last. 25-year life time for algaewheel. Construction estimates from last year \$250,000 (system with cover and blowers and control system) not included is installation or tanks; or engineering license. All wheels are independent, so others spin even if one stops. No alarm system – its visual. Sediment in the tanks; sludge valves – will have to deluge to sludge holding tank and be pumped out. Ian – study to see if there is a demand.

Jill talks about current system. GME did study 4-5 years ago (2018). All options were very high tech and were around \$600,000. This came out as alternative. Ian – do we have a demand? Who are we serving. Can we get enough people to change this system. Are there grants? Jill – would it be great to have lower BOD and TSS. Pecker - Goal is to get BOD down so we can discharge more water. Joel – would this system extend the leachfield? 30 years old now. Alec – any BOD reduction would extend life of leachfield.

2. East Street and Park Place sidewalk replacement bids: select a contractor.

Michelle moves to discuss this in executive session. Joel seconded. Four bids. Wide range. \$40 to \$120 linear foot

3. Consider Gran Fondo application for use of Bristol roads for annual bicycle event on Saturday, June 25, 2022.

Bob Donnis said that several rode down the middle of the road. Peeker made motion. Joel seconded. So voted. Bruce didn't receive any complaints.

4. Grant application authorization request: Recreation Department – Rise VT Amplify Grant for \$1,500 to construct a fitness trail segment.

Meridith – Grant is Due April 1. Talked to Bristol Rec about fitness trail. 4 stations around Bristol Rec Club. Focusing on materials. Rec Club approved Meridith could go ahead. Ian asked whether the placement would interfere with any sports.

Michelle made motion to apply for grant of \$1,500. Darla seconded. So voted.

5. Vermont opioid settlement and distribution to municipalities: should Bristol opt in?

Valerie – Attorney General's office – Bristol never received. Sample from Ferrisburgh that what they received. Bristol was on list. .453.....%. Thanks to Bob Donnis & others to see if we can opt in if the SB wants to go ahead. Whatever we decided the funds would go to State pool. Bob talked to AG's office – we can still opt in. The first settlement was for Johnson & Johnson (\$12 million) Purdue is recent (\$53 million). Bristol's share would be about \$2,800. Valerie hasn't had time to review parameters. Michelle – how much work will it be. Bob D. on Turning Point center board member – recommendation to help fund programs at Turning Point.

Darla made a motion to support opting in. Peeker seconded. So voted.

6. Discuss budget process, areas for improvement, and options. Consider whether to subscribe to online budget platform Questica or ClearGov.

Valerie and Anthony presented current process and complaints received. Peeker for \$15-20,000 its alright to be clunky. Michelle – able to make changes and have real time. Discussion on differences between the two software programs. Saving time.

7. Request for authorization to use Technology Reserve Funds to replace the Treasurer's computer and tech support for the transfer.

Michelle made motion. Peeker seconded. So voted.

8. Selectboard calendar and goals for the coming year.

List posted online. Past, present & future. Michelle – Class 4 roads. On calendar for June. Bring draft policies to SB. Final list for next meeting to approve.

9. American Rescue Plan Act (ARPA) funding update and Selectboard goals.

Meeting 4/4/22. Final Rule provision of revenue replacement. Authorized up to 10 million that municipalities can take without justification. It becomes town money. VLCT is recommending that municipalities take that choice. Town must decide by 4/30 if taking standard deduction. Valerie doesn't see a downfall to not taking it. Less administrative burden. Ian thinks we should take standard deduction for entire amount would be beneficial. Michelle and Darla agrees.

Peeker Heffernan made motion to take standard deduction for entire amount. Michelle Perlee seconded. So voted.

In TA Report check list – communicate to ARPA committee Pine St water line; sewer upgrade; broadband investment; etc. move to next meeting.

10. Acknowledge receipt of Plank Road neighbors petition expressing concern about a proposed Bristol Trail Network segment.

Really not a SB issue. This will be addressed in permit process. Amos Martin.

11. Appointment or reappointment of Town officers and representatives.
- Conservation Commission, Design Review Commission, Development Review Board, Planning Commission, Revolving Loan Fund, Equipment Committee, Maple Broadband Governing Board.

Michelle made motion. Darla seconded to appoint those that agreed to be reappointed.

12. Review and approval of the August 23, September 13, December 13, and January 3, January 10, January 17, January 24, January 27, February 7, February 21 and February 28, and March 14, 2022 meeting minutes.

None to review.

13. Authorize accounts payable warrant and any liquor licenses. \$69,532.31; Liquor Licenses Tillerman VT, LLC.
14. Selectboard roundtable.

Peeker Heffernan. none

Joel Bouvier. Road trip this year. Yes. Wants more lead time to respond to grant. Wants to have SB meetings end at 10 pm.

Darla Senecal. Mary Jane Broughton passed away last week.

Ian Albinson. None.

Michelle Perlee. Lights on bridge. Three lights out on two bridges north out of town. State signs are incorrect "Muncill" is spelled incorrect.

15. Town Administrator's report. Nothing.

**VII. Other Business.**

1. Correspondence, reports, correspondence received.  
Bristol Allocation Letter OCE for 73 Maple Street 2022-03-23  
Emails VTrans bridges lights repair replacement 2022-03-23  
Email Knight Series Disrupting Racism event 2022-03-24  
Email VEM Hoemland Security cybersecurity warning guidance 2022-03-25  
Email Vermont Plants Sunflowers for Ukraine 2022-03-23  
Email ACRPS 2022 Potential Bridge Project Selection 2022-03-25

**VIII. Executive Session.** Personnel matters per 1 V.S.A. §313(a)(3) and contract negotiations per 1 V.S.A. §313(a)(1)(A)

Michelle Perlee made motion to start Executive Session at 9:46 pm. Joel Bouvier seconded. So voted.

11:00 out of executive session. No decisions were made.

**IX. Adjourn.**

Michelle made motion and Joel seconded. to adjourn the meeting at 11:00 p.m. So voted.

Respectfully submitted,

Sharon A. Lucia  
Board Clerk

Valerie Capels  
Town Administrator