

**Town of Bristol, VT
Selectboard
Minutes of Meeting
Monday, November 10, 2025**

Members Present: Ian Albinson, Joel Bouvier (arrived 8:14 pm), Michelle Perlee, Jessica Teets (Zoom)
Members Absent: Peeker Heffernan
Staff Present: Gregory Faust (Town Administrator), Sharon Lucia (Town Clerk and Town Treasurer), Kris Perlee (Assistant Town Clerk and Town Treasurer), Brett LaRose (Fire Chief), Bruce Nason (Police Chief)
Others Present: NEAT, Jim Quaglino, Jill Marsano (VTUMS), Dennis Hasko, Michael Stienss, Gail Klein, Marin Howell

Video: <https://youtu.be/PX1-VIBc0yc>

I. Call to Order. Michelle Perlee called the meeting to order at 7:01 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.

II. Public Forum.

Nobody requested time to address the Board.

III. Department Head Roundtable.

Bruce Nason (Police Chief):

- Offered a reminder that as of November 1 the overnight parking ban is in effect.

Jill Marsano (VTUMS):

- Water system has been winterized, reminder to let the Water Department know if a hydrant has been run which is marked with a blue ring around the front port.
 - The blowoff is open, has been downsized to smaller diameter so that can potentially be kept flushed and open for the winter.
 - Fountain has been turned off, Rec Dept no longer has water to any facilities that are not heated
- Water samples were taken earlier in the day
- Continuing to mark curbs for Bristol east so that Steve can continue design work
- Subsequent hydrant testing for flow will take place in spring, due to drought this year
- Bristol west should go out to bid soon, just waiting for State to finish final details

Brett LaRose (Fire Chief):

- Been working on budget
- Anthony Robideau has returned from leave of absence
- October was a busy month – coin drop, food drive, trainings
- Officer and other position elections in December
- Working with dealerships regarding new pickup truck, should have more information for a purchase on 11/24, fully funded by a donation

IV. Consent Agenda.

Several questions regarding the Consent Agenda items were addressed.

A motion to approve the Consent Agenda, consisting of the items listed below, passed unanimously.

- Approve Work in Right-of-Way and Access Permit: 8168 Plank Road
- Approve Work in Right-of-Way and Access Permit: 1022 Carlstrom Road
- Approval of past meeting minutes (9-22-25)
- Authorize warrant in the amount of \$121,185.23

V. Regular Business

1. Bristol Fire Department: Fire Chief Brett LaRose and Firefighter candidate Michael Stienss.

Brett introduced Michael and outlined the onboarding process. Michael spoke of his interest in serving as a firefighter.

MOTION: Ian moved to approve the appointment of *Michael Stienss to the Bristol Fire Department. The motion was seconded by Michelle and passed unanimously.*

2. Consider appointing Gail Klein to the Conservation Commission.

Gail spoke of her interest in serving on the CC and noted that she has attended several meetings.

MOTION: *Ian moved to appoint Gail Klein to the Conservation Commission for a term ending in March 2026. The motion was seconded by Jessica and passed unanimously.*

3. Continued review of Livestock Running At Large Ordinance.

Ian provided some background information, explaining that legal review had taken place, the Police Department had provided feedback, and neighboring towns' enforcement and processes had been reviewed. He reminded that Board that the difficulty of establishing impoundment logistics was being looked into when the policy was last discussed, and that there had also been some consideration of whether an ordinance was necessary in order to address a small number of associated issues, with the Town not really having the resources to manage enforcement. Jessica proposed that at a minimum, a fine system should be instituted to help cover the cost of the Police Department's addressing loose animals. Bruce also indicated that he is a proponent of having something in place to address nuisance animals that are not standard pet species.

The question was raised of whether a lien can be applied to a property if a fine isn't paid.

It was agreed to have Kevin look at the draft again, ensuring that it contains appropriate language related to fines being issued. It was also agreed that parties other than Police officers should have the authority to issue tickets, and that impoundment would likely not be included in the Ordinance, as enforcement of that would be difficult.

4. Water Commission: Consider approval of the latest Bristol Water Use Ordinance Policy revision.

Ian explained that both a redlined and clean version of the Ordinance were provided to Board members for review. He indicated that Kevin Brown's suggested changes were included in the most recent version.

MOTION: *Ian moved to adopt the revised Bristol Water Use Ordinance and to follow the necessary statutory posting requirements. The motion was seconded by Jessica and passed unanimously.*

5. Discussion on updating the Policy Regarding Development on the Town Green.

Ian had provided the current Policy and related documents for review, noting that an EV charger, as well as a bicycle repair station and portable toilet, had been considered for installation at the Green. Michelle noted that the original grant documents included restrictions on what may be located on the Green. Jim Quaglino indicated his preference for things at the Green being left as is and being opposed to incremental change. Kris noted that the Town Land Records contain pertinent information at Book 7, Page 120. It was agreed to not have further discussion of this matter until the full Board is present to participate.

6. Discussion on implementation of a Local Option Tax (LOT) for the Town of Bristol beginning on July 1, 2026.

Joel arrived at the meeting during this discussion.

Ian noted that the idea of implementing a LOT had been raised at Town Meeting, and he had provided some documentation of information related to this, including information gathered by a Middlebury College student intern over the summer. The estimated amount of funds that could be raised, if all categories of allowable taxation were included, is \$ 250,000 annually. The potential uses of funds raised include capital infrastructure, emergency preparedness, and economic development. Ian noted that it is likely that a much larger percentage of the tax collected would be from non-Bristol residents.

There was some discussion related to the benefits/drawbacks of specifying a percentage to be allocated to different spending categories, with it being noted that flexibility in these allocations is important.

Joel asked about the potential revenue if sales tax is not included; Kris indicated that the annual revenue from meals, alcohol, and rooms taxes would likely be about \$68K.

Ian outlined the logistics of adopting a LOT, and asked that Board members provide him with feedback as he works on refining the documentation he is developing.

7. Selectboard Roundtable.

Jessica had taken some picture of sidewalk patches and repairs and sent them to Greg.

Joel reported that he had been working with Bruce to collect trash on Main Street, and warned homeowners and businesses who have been using the public trash and recycling bins that there would be follow-up from the Town.

Ian reported that he has been working on EV charging, Town Green updates, the customer water service line project, and discussions with Library staff regarding more integration of their operations with the Town. Michelle suggested speaking with Kevin Brown about related issues for the new Library configuration and to determine what steps are needed to establish the new relationship.

8. Town Administrator's Update.

Greg noted that he has been working to get bond and loan documents in place, cleaning up the office, drafting a response to the FY24 audit report, and working with Department Heads on budget planning.

VI. Other Business.

1. Correspondence/reports received; nothing needed to be reviewed.

VII. Adjourn.

The meeting adjourned at 8:48 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary