

**Town of Bristol, VT  
Selectboard  
Minutes of Meeting  
Monday, March 9, 2026**

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**Members Present:** Joel Bouvier, Peeker Heffernan, Michelle Perlee, Jessica Teets  
**Members Absent:** Ian Albinson  
**Staff Present:** Gregory Faust (Town Administrator), Sharon Lucia (Town Clerk and Town Treasurer), Kris Perlee (Assistant Town Clerk and Assistant Town Treasurer)  
**Others Present:** Kevin Brown, Lynn Dike, Rebecca Johnson, NEAT

**I. Call to Order.** Sharon Lucia called the meeting to order at 6:03 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. Swear in new and/or re-elected Selectboard members.**

Michelle and Jessica were sworn in.

**II. Annual Selectboard Organization Matters.**

**1. Elect a Chair.**

*It was noted that Ian was willing to serve as Chair and he was nominated as such and elected unanimously.*

**2. Elect a Vice-Chair.**

*Jessica accepted a nomination to serve as Vice Chair and was elected unanimously.*

**3. Designate a regular meeting schedule, subject to occasional modification.**

**MOTION:** *A motion to set the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month at 7:00 pm as the regular Selectboard meeting times, with a 6:00 pm start from December through mid-March, passed unanimously.*

**4. Designate official posting locations for the Town.**

**MOTION:** *A motion to designate the Town Office, Bristol Beverage, Front Porch Forum, National Bank, and the Town website as official posting locations passed unanimously.*

**5. Designate a Newspaper of Record.**

**MOTION:** *A motion to designate The Addison County Independent as the newspaper of record passed unanimously.*

**6. Signatory Authority**

**MOTION:** *A motion to authorize the Selectboard to sign orders, warrants, contracts, and other official documents on behalf of the Town, and have the Treasurer's Office process the weekly payroll passed unanimously.*

## **7. Statutory Appointments**

**MOTION:** *A motion to appoint John Swepston as Tree Warden, Amy Smith as Health Officer, and Michael Leyden as Emergency Management Director passed unanimously.*

## **8. Board Capacities**

**MOTION:** *A motion to designate the members of the Selectboard to serve as the Water Commission and the Sewer Commission passed unanimously.*

## **9. Review and approve Selectboard Guidelines for Member Conduct.**

**MOTION:** *A motion to adopt the Member Conduct Guidelines passed unanimously.*

## **10. Review of Selectboard Rules of Procedure.**

**MOTION:** *A motion to approve the use of Robert's Rules for running meetings passed unanimously.*

## **11. Open Meeting Law Training Acknowledgment.**

It was confirmed that Ian will complete the training within 60 days.

## **12. Review Compliance with Statewide Municipal Code of Ethics.**

It was acknowledged that this review would be undertaken as necessary.

## **13. Designate Selectboard liaisons to Town departments.**

It was agreed that no liaisons would be established, as Greg will confer regularly with Department heads.

## **III. Public Forum.**

Lynn Dike expressed her appreciation for the work of the Board, and the efforts of the Board members, and asked that the vote taken at Town Meeting regarding apartheid be rescinded. Her comments led to some discussion of citizen participation in Selectboard matters.

## **IV. Consent Agenda.**

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

- Approve of past meeting minutes (02.23.2026)
- Authorize warrants in the amounts of \$78,699.50, \$61,654.00, and \$8423.58.
- Approve liquor and tobacco license renewals for The Tillerman, Shaw's, and RL Vallee (Maplefields)

## **VI. Regular Business**

### **1. Appointment/reappointment of Town officers or representatives.**

Action on this agenda item was postponed.

### **2. Consider appointment of board representatives for Addison County Solid Waste Management District.**

**MOTION:** *A motion to appoint Greg as the Town's representative to ACSWMD, with Joel to serve as an alternate, passed unanimously.*

#### **4. Selectboard Roundtable.**

Joel noted a pile of cardboard on River Road that should be removed.

#### **5. Town Administrator's Update.**

Greg had nothing to add to his written report.

#### **VII. Executive Session.**

**MOTION:** *A motion to find that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage passed unanimously.*

**MOTION:** *A motion to enter Executive Session per 1 VSA §313(a)(3) [Personnel] and per 1 VSA §313(a)(1)(A) [Contracts], inviting Kevin Brown to join, passed unanimously.*

The meeting entered Executive Session at 6:40 pm and returned to open session at 8:45 pm.

#### **VIII. Adjourn.**

The meeting adjourned at 8:46 pm.

Respectfully submitted,  
Carol Chamberlin, Recording Secretary