Town of Bristol, VT
Selectboard
Minutes of Meeting
Monday, July 27, 2026

Members Present: Joel Bouvier, Peeker Heffernan, Michelle Perlee, Jessica Teets
Members Absent: Ian Albinson
Staff Present: Eric Cota (DPW Foreman), Gregory Faust (Town Administrator), Eric Forand (Deputy Fire Chief), Brett LaRose (Fire Chief), Sharon Lucia (Town Clerk and Treasurer), Kris Perlee (Assistant Town Clerk and Treasurer)
Others Present: Jill Marsano (VTUMS)

I. Call to Order. Peeker Heffernan called the meeting to order at 7:02 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.

II. Public Forum.
Nobody requested time to address the Board.

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

- Approve past meeting minutes (7.13.2026)
- Authorize warrants in the amount of $216,175.58
- Authorize signature of Bristol CORE Downtown Vibrancy Fund Municipal Attestation Letter
- Authorize the Selectboard Chair to sign Communications Property Tax Grievance Stipulation Agreements in lieu of a BCA Hearing
- Approve placing the Justice of the Peace election on the back of the General Election ballot (17 VSA § 2680)

IV. Regular Business

1. Fire Department Update – Vermont Forest Fire and Fire Prevention Statute Changes (Act 162 of 2026).
Brett LaRose provided an overview of statutory changes to the Forest Fire Warden Program, noting that the Fire Chief is now assigned to be the Fire Warden, and the Deputy Chief (Eric Forand) as the Deputy Warden. He noted that he had provided draft job descriptions to Greg for review.

Brett and Eric Forand then outlined what is involved in issuing burn permits and associated state reporting, and answered some related questions from Board members.

2. Setting of the FY2027 Municipal Tax Rate (2026 Grand List).
Michelle outlined the tax rates as:

Homestead Total Rate:	$ 2.8432
Non-Residential Total Rate:	$ 2.8897
Total Police District Rate:	$ 0.3507
Total Homestead Rate with PD:	$ 3.1939
Total Non-Resident with PD:	$ 3.2404

MOTION: *Joel moved to approve the tax rates as noted by Michelle for the 26-27 Tax Year. The motion was seconded by Jessica, and passed unanimously.*

3. Pine Street Paving (top layer) – Discussion of Pike Industries Quote and Bid Process ($68,921.12).
Eric noted that this work should be completed this season, as the road has now had two winters of settling. He indicated that the quote is lower than anticipated. Jill Marsano outlined the logistics of work to be completed on the water line and the timing appropriate for having the paving completed. Eric confirmed that he is working with Steve Palmer to coordinate this. It was confirmed that the necessary funds are available in the Paving Reserve.

MOTION: *Joel moved to authorize the Road Foreman to accept the bid of $68,921.12 presented by Pike Industries for paving Pine Street with a top layer. The motion was seconded by Michelle, and passed unanimously.*

Eric then proposed that the Board consider planning on completing some 1" shims to spot treat some bad spots on local roads, noting that the paving schedule was a little behind due to general price increases. He will provide a list of roads where he suggests this treatment.

4. Policies & Ordinances Updates – Procurement Policy (Meeting 2 – Second Reading).
Greg noted that he had updated the draft based upon input from Michelle, and that the final draft will be presented to the Board for a third reading and adoption at the next Board meeting. No other edits were suggested.

5. Policies & Ordinances Updates – Personnel Policy (Meeting 1 – First Reading).
Greg outlined that several edits had been incorporated, and several sections added as required by statute. He explained that he is asking staff to review the document as well. Joel asked for clarification of comp time calculation, and Greg explained that the new language is to clarify the option of receiving either overtime or comp time when allowable. Michelle noted that she would meet with Greg to gain clarity on some of the language. It was confirmed that drug and alcohol testing have been outlined as appropriate.

6. Selectboard Roundtable.
Jessica noted that she would at some point like to have a Board discussion regarding the speeding concerns which have recently been raised on Front Porch Forum.

Joel asked about the Airport Road Sidewalk Study payment included in the warrant; Greg explained that the Study is almost complete, and will provide a report for use in future planning.

Joel asked about the house on East Street which had been severely damaged by fire; Greg indicated that demolition of the structure will begin during the first week of August.

Michelle asked about results of recently held property tax sales; Sharon noted that one parcel was purchased by an adjoining property owner, one was acquired by the Town, and one was not placed in the sale as the owner had come up with the tax money due.

Michelle offered condolences to the Truax family, noting the recent passing of Wendy.

Michelle inquired as to who is responsible for cleaning up trash spread by bears, noting a recent dumpster incident. Kris Perlee explained that there may be situations where a health matter could be raised, but that generally this is something on private property, so cannot be addressed as littering.

7. Town Administrator's Update.
Greg noted that:

- Bristol West water line construction is progressing, and have moved from Elm Street to Taylor Street
- Holley Hall is anticipated to be ready for re-occupation by the end of August
- Asbestos remediation is complete, and PCB work is finishing up, at the Library; an additional $300K+ had been obtained in grant funds to complete these aspects of the renovation project
- Provided an update on current financial information
- Bristol East water line project has placed second on the lead service line list, indicating the potential for 50% forgiveness for State funding of that project

Greg spoke of the potential to combine the West and East water line projects, noting that the Town is currently under-bonded and that there is the potential to receive beneficial quotes for the work at this point; he explained that the State would need to approve the merging of the two projects.

V. Other Business.
1. Correspondence/reports received were reviewed.
Greg anticipates having a Parks report from the Conservation Commission at an upcoming meeting.

VI. 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)(1)(A) [Contracts] and per 1 VSA §313(a)(2) [Real Estate], inviting Greg to join, passed unanimously.*

The meeting entered Executive Session at 7:53 pm and returned to open session at 9:20 pm.

No further action was taken by the Board.

VII. Adjourn.
The meeting adjourned at 9:21 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary