

TOWN OF BRISTOL — SELECTBOARD MEETING

Monday, September 14, 2026

AGENDA NOTES

[VIEW FULL MEETING PACKET: bristolvt.org/2026-meetings/](http://bristolvt.org/2026-meetings/)

7:00	1. Call to Order	Presenter: Ian ALBINSON — Selectboard Chair	Action: —
7:00	2. Approval of Agenda	Presenter: Ian ALBINSON — Selectboard Chair	Action: DECISION

POTENTIAL MOTION

- "I move to approve the agenda as presented." OR "I move to approve the agenda with the following amendments: _____"

7:05	3. Public Forum (5 min. per person, non-agenda related)	Presenter: Ian ALBINSON — Selectboard Chair	Action: DISCUSSION
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SUMMARY

Open floor for residents to speak on non-agenda topics. Per statute, Board members do not respond substantively but may refer items to staff or to a future agenda.

7:10	4. Consent Agenda	Presenter: Ian ALBINSON — Selectboard Chair	Action: DECISION
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4a — Approval of Past Meeting Minutes (August 24, 2026)

The Board will consider approval of the draft minutes from the August 24, 2026 Selectboard meeting. Confirm the minutes record the direction given to the Bristol Conservation Commission on the three Saunders River Access questions taken up that night.

- Selectboard — Meeting Minutes — 8.24.2026 (Draft) — (as provided)

4b — Approval of Check Warrant and Any Liquor/Tobacco Licenses

The Check Warrant for the period ending September 14, 2026 will be presented for approval, along with any pending liquor and tobacco license applications. The warrant totals \$278,594.55 across 84 invoice lines on General Fund account 01. Four capital and insurance lines account for roughly 58 percent of the total: Library ARPA work, the annual insurance premium, West waterline engineering and the Holley Hall energy retrofit. Public Works totals \$47,229.15, of which \$30,523.50 is the seasonal winter sand purchase and \$5,114.35 is a land payment for Hewitt Road.

- Check Warrant Report (September 14, 2026) — (as provided)
- 2026 License Application Spreadsheet (if applicable)

4c — Authorization of Planning and Zoning Administrator for Town Social Media Content Access

The Board will consider authorizing Content access for the Planning and Zoning Administrator to the Town Facebook page and the linked Town Instagram account. The grant is Content level rather than Administrator, it attaches to the individual's personal Facebook account as page roles require, posts publish as the Town page, and the Town receives no access to the personal profile. One grant covers both platforms because they share the same Meta Business account. Addendum A is to be signed before access is assigned.

- POL-2015-07 — Bristol Selectboard Social Media Policy, amended May 11, 2015 — (as provided)
- Social Media Policy Addendum A — Larsen (September 2, 2026) — (as provided)

4d — Special Event and Street Use Permit: Bristol Harvest Festival (Town Green, September 26, 2026)

The Board will consider the Special Event and Street Use Permit for the Bristol Harvest Festival, Saturday September 26, 2026, 10:00 AM to 3:00 PM on the Town Green with load-in beginning at 8:00 AM.

Applicant is the Addison County Chamber of Commerce under permit 1229. No alcohol, no driving on the Green, vendor plots flagged the preceding Friday, emergency access at the corner of North and Park Streets, vendor parking at Community Bank. The filed permit and invoice were created in June 2022 and cover a five-year series of dates ending with this one, so the series expires after 2026 and a new application will be needed for 2027. The trolley route runs over Pleasant Street, and the West Pleasant Street construction schedule should be confirmed before the route is approved. The permit form answers differ from the event summary on caterer, stage, food and tables, and should be reconciled by the Recreation Director.

- Bristol Harvest Festival — Permit 1229 (Town Green, September 26, 2026) — (as provided)
- Bristol Harvest Festival — Permit Invoice 825000, 2022 to 2026 series — (as provided)
- Bristol Harvest Festival — 2026 Event Details and Trolley Route — (as provided)
- Certificate of Insurance — [TO BE PROVIDED]

POTENTIAL MOTION

- "I move to approve the Consent Agenda, as presented."

7:15	5. Regular Business	Presenter: Various	Action: DISCUSSION & DECISION
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5a — Mountain Street Stormwater Improvements: Draft Report and Figures, with Public Q&A

Brian Cote, PE/CFM, and Leah Cromer, EIT, of SLR International will present the draft Project Memorandum for the Mountain Street Stormwater Scoping Study, dated September 11, 2026, with public questions following. September 14 was confirmed as the only date available to the consultant. THE BOARD IS BEING ASKED FOR FEEDBACK, NOT A DECISION. The Alternatives Matrix in Section 4.7 and the Recommendations in Section 5.0 are placeholders in this draft, and each of the six alternatives carries a placeholder in place of its modeling results. The memorandum states that all of these will be provided once the Town has reviewed the existing conditions analysis and given initial feedback. There is no preferred alternative and no cost estimate in this document.

- SLR International — Mountain Street Stormwater Scoping Study, Project Memorandum DRAFT (September 11, 2026) — (as provided)

5b — Access Permit: Sumner and Robideau, 640 Hardscrabble Road (Permit 26-707)

The Board will consider approval of an access permit for a curb cut at 640 Hardscrabble Road, Town Highway 1, parcel 020135.1, serving a proposed single-family residence. Applicants and landowners are Samantha Sumner and Anthony Robideau. The application fee of \$100 has been paid and the permit was received September 10, 2026. The Public Works Foreman signed off on September 10, noting the culvert is already in place and the grade off the road is good, and asking that brush be trimmed back toward the Lower Hardscrabble intersection to obtain sight distance. That condition should be written into the approval rather than left in the narrative.

- Sumner and Robideau — Access Permit 26-707 with Public Works comments (September 10, 2026) — (as provided)

POTENTIAL MOTION

- "I move to approve Access Permit 26-707 for Samantha Sumner and Anthony Robideau at 640 Hardscrabble Road, conditioned on the applicant trimming back brush toward the Lower Hardscrabble Road intersection to obtain adequate sight distance, as recommended by the Public Works Foreman."

5c — Planning and Zoning Administrator: Report Out on Permitting and Enforcement

AZ Larsen will report to the Board on permitting activity and enforcement.

5d — Selectboard Roundtable

Standing item for Board members to share brief updates, flag upcoming issues, or raise items for future agendas.

5e — Town Administrator's Report

Town Administrator Gregory Faust will provide a brief operational update.

8:20	6. OTHER BUSINESS	Presenter:	Action:
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		Ian ALBINSON — Selectboard Chair	DECISION
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6a — Correspondence, Reports, and Communications Received

Correspondence, reports, and communications received since the last meeting.

8:20	7. Executive Session — Anticipated	Presenter: Ian ALBINSON — Selectboard Chair	Action: DECISION
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An executive session is anticipated to consider the appointment, employment or evaluation of a public officer or employee, as permitted by 1 V.S.A. §313(a)(3). The motion to enter executive session is made in open session and must indicate the nature of the business, and no other matter may be considered once the session begins. Entry requires a majority of the members present. If the Board takes a final action to hire or appoint, that decision is made in open session and the reasons are explained during the open meeting.

POTENTIAL MOTION

- "I move that the Selectboard enter executive session to discuss the appointment, employment or evaluation of a public officer or employee, as permitted by 1 V.S.A. §313(a)(3), and that [NAMES] be invited to attend."

8:40	8. Adjourn	Presenter: Ian ALBINSON — Selectboard Chair	Action: DECISION
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POTENTIAL MOTION

- "I move to adjourn the September 14, 2026 Selectboard meeting."

Information for upcoming Town meetings, agendas, minutes, packets, and recordings can be found at bristolvt.org.