

TOWN OF BRISTOL — SELECTBOARD MEETING

Monday, October 26, 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 (October 12, 2026)

The Board will consider approval of the draft minutes from the October 12, 2026 Selectboard meeting.

- Selectboard — Meeting Minutes — 10.12.2026 (Draft) — (as provided)

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

The Check Warrant for the period ending October 26, 2026 will be presented for approval, along with any pending liquor and tobacco license applications.

- Check Warrant Report (October 26, 2026) — [TO BE PROVIDED]
- 2026 License Application Spreadsheet (if applicable)

4c — Acceptance of Committee and Subcommittee Minutes

Standing consent line adopted by the Board on September 28, 2026 for accepting the minutes of Town committees and Selectboard subcommittees.

- [COMMITTEE AND SUBCOMMITTEE MINUTES, IF ANY] — (as provided)

4d — Better Connections Grant Application: Resolution and Grant Summary Document

The Board will consider authorizing an application to the Better Connections Grant program (Vermont Agency of Transportation and Agency of Commerce and Community Development) for a study of the downtown area covering access, transportation and stormwater infrastructure. The application is due October 30, 2026. The Grant Summary Document puts the request between \$35,000 and \$67,000, with a required Town cash match of 10% of project cost. The Planning Commission has recommended the application, signed by Chair Robert Rooker.

Before adoption, the Board needs to name the Local Project Manager in item 3 of the resolution: [LOCAL PROJECT MANAGER NAME AND TITLE]. As of October 21 this was still being decided between regional planning commission management and municipal management. After adoption, the resolution must be signed by a majority of the Board.

- Resolution for Better Connections Grant — Planning Commission signed (October 20, 2026) — (as provided)
- Town of Bristol Grant Summary Document — Better Connections Grant FY27 — (as provided)

4e — Special Event and Street Use Permit: HMC Advertising, AOT Distracted Driving Commercial

HMC Advertising requests use of the dead end of Lower Meadow Lane to film a scene for a Vermont Agency of Transportation distracted driving commercial on Monday, November 2, 2026 from 5:30 to 7:30 pm, with a rain date of Tuesday, November 3. The end of the road will be closed during that time. The scene uses a staged wrecked car, a State Police cruiser and a fire engine, with emergency lights on and no sirens. The November 9 meeting falls after the shoot, so this is the only meeting that can act on it.

Police Chief Bruce Nason does not object, provided there is no interference with traffic or driveway access and the scene is cleared of all items, vehicles and parts afterward. HMC reports that Fire Chief Brett LaRose approved and will send an engine, that Public Works Foreman Eric Cota is OK with the plan, and that the homeowner at the dead end agreed to her driveway being blocked if needed. HMC will hand-deliver a letter to Lower Meadow Lane residents explaining the staged wreck and the rain date. The application was received October 23, less than the 30 days ahead the permit form requires, and was revised October 24 at the Town's request.

Proposed conditions of approval: November 2, rain date November 3, 5:30 to 7:30 pm; no interference with traffic; no blocked driveways except as agreed by the owner; no water applied to the road if freezing temperatures are forecast; the scene cleared of all vehicles, parts and debris by 7:30 pm; fire apparatus as approved by the Fire Chief; dispatch notified in advance; the permit takes effect when HMC signs and returns it with these conditions.

- Special Event and Street Use Permit Application — HMC Advertising (revised October 24, 2026) — (as provided)
- Certificate of Liability Insurance — HMC Advertising LLC, Town of Bristol as holder (October 21, 2026) — (as provided)
- Site Map — Lower Meadow Lane dead end (revised October 24, 2026) — (as provided)
- Letter to Lower Meadow Lane Residents — HMC Advertising (revised October 24, 2026) — (as provided)

POTENTIAL MOTION

- "I move to approve the Consent Agenda, as presented." OR, if 4e is pulled: "I move to approve the Special Event and Street Use permit for HMC Advertising for November 2, 2026, rain date November 3, 5:30 to 7:30 pm, at the dead end of Lower Meadow Lane, subject to [CONDITIONS OF APPROVAL]."

7:15	5. Regular Business	Presenter: Various	Action: DISCUSSION & DECISION
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5a — Department Head Update: Public Works

Public Works Foreman Eric Cota will give the first in a planned series of short department head updates to the Board, about 10 minutes plus questions. He will cover what the crew completed this summer, how the changeover to winter operations is going, and what the Board should keep in mind heading into the season, including how well the department could get through a bad stretch of storms or a loss of fuel or other supplies.

- Public Works — roads completed and photos — [IF PROVIDED]

5b — Selectboard Roundtable

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

7:40	6. OTHER BUSINESS	Presenter: Ian ALBINSON — Selectboard Chair	Action: DECISION
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6a — Correspondence, Reports, and Communications Received

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

7:40	7. Executive Session — Not Anticipated	Presenter: Ian ALBINSON — Selectboard Chair	Action: —
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No executive session is anticipated for this meeting.

7:40	8. Adjourn	Presenter: Ian ALBINSON — Selectboard Chair	Action: DECISION
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POTENTIAL MOTION

- "I move to adjourn the October 26, 2026 Selectboard meeting."

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