

Bristol Town Administrator

From: Bristol Town Administrator
Sent: Tuesday, June 25, 2019 5:01 PM
To: wrsayre@sover.net
Cc: Eric Cota
Subject: RE: Culvert on LaFrance Road
Attachments: Bristol_Selectboard_2019-2020_goals_calendar_2019-05-01.pdf

Hi Bill,

Thank you for reaching out last week. The DPW crew that was available did go to LaFrance Road Thursday evening and did what they could to restore access. Since then I have been contacted by two different residents (Friday and today) asking the Town to do additional work on the culvert and road and to upgrade the road altogether. It was not on the agenda to be discussed at last night's Selectboard meeting and their next meeting is July 8.

I had some opportunity today to review a file of correspondences and Selectboard actions from prior years regarding maintenance of LaFrance Road. Concerns have been raised about the Town doing any more work up there until the Selectboard has had an opportunity to discuss the situation. You may be aware that maintenance of Class 4 roads in general has become an increasing concern for the Selectboard and the development of townwide Class 4 maintenance policies has been on their list of things to consider (see page 2, Pending Projects/Activities column on the attached document). In the meantime, it may be in the best interest of your neighborhood to proceed with repairs to the road as you have managed in the past. I will let you know if I receive any other direction.

--Valerie

Valerie Capels, Town Administrator
 Town of Bristol
 1 South Street
 P.O. Box 249
 Bristol, VT 05443
 P: (802) 453-2410 ext. 22
 E: townadmin@bristolvt.org
 W: www.bristolvt.org
 FB: <https://www.facebook.com/bristolvt/>
 Tw: @BristolTownAdm

From: wrsayre@sover.net <wrsayre@sover.net>
Sent: Friday, June 21, 2019 7:16 AM
To: Bristol Town Administrator <townadmin@bristolvt.org>
Subject: Culvert on LaFrance Road

Hello Valerie Here's a suggestion for how we could help with the short term repair of the culvert on LaFrance Road Much the same as a few years ago, when we worked with the Town to repair the road ... we could buy the gravel at Rathbun's, if the town can supply the machines and people to truck the gravel and install the culvert Does that sound reasonable? I'll be on the road much of today, but perhaps we can reach each other via phone My number is 363-3341 Thanks, Bill

Bristol Selectboard 2019-2020 Calendar and Goals

April 1, 15, & 29

- Emergency Operations Plan update and adoption.
- Continued Town Officer appointments.
- Fire Department policies review.
- 3rd FY2019 quarter budget review (Jan.-Mar.).

May 13 & 27 (Memorial Day)

- Public information meeting: Main Street Lighting & Sidewalk project and FY2020 Rte 116 paving project.
- Begin annual personnel performance reviews.
- Water and Sewer Dept. public hearing; set budgets.

June 10 & 24

- Water and Sewer Dept. public hearing; set budgets.
- Thurs., June 13, 4:00pm: road trip with DPW Foreman Eric Cota
- Selectboard to determine compensation adjustments.

July 8 & 22

- 4th FY2019 quarter budget review (Apr.-Jun.)

August 5 & 19

- Set tax rate.

September 2, 16, & 30

- Initiate FY2021 budget and capital budget process.

October 14 & 28

- 1st FY2020 quarter budget review (Jul.-Sept.)
- Establish budget goals.

November 11 (Veterans Day) & 25

- Preliminary FY2021 budget review.

December 9 & 13

- Budget review.
- Review of capital budget.

January 6, 13, 20, and 27

- 2nd FY2020 quarter budget review (Oct.-Dec.)
- Adopt general fund and Police budget.
- Adopt capital budget.
- Town Report review.

February 10 & 24

- Preparations for Town Meeting.
- Police District public info meeting.

March 2, 16, & 30

- Town and Police District Meetings
- Selectboard organizational meeting.
- Town Officer appointments.

April 13 & 27

- Local Emergency Management Plan update and adoption.
- Continued Town Officer appointments.
- 3rd FY2020 quarter budget review (Jan.-Mar.).

May 11 & 25 (Memorial Day)

- Begin annual personnel performance reviews.
- Water and Sewer Dept. public hearing; set budgets.

Bristol Selectboard 2019-2020 Calendar and Goals

COMPLETED PROJECTS/ACTIVITIES

- ✓ Woodland Apartments water connection
- ✓ Sale of land to Stoney Hill Properties, LLC
- ✓ Sale of Livingston Lovers Lane property
- ✓ Police Chief selection
- ✓ Other personnel changes:
 - Public Works Dept.: new Foreman, new crew member
 - Recreation Dept.: new Assistant Director
 - Hub Teen Center: Director promotion, new recruit
 - New P/T Administrative Assistant
 - New P/T Police Officer
 - New F/T Officer
- ✓ Vermont Gas Agreement/ROW Permit resolved
- ✓ West Street sidewalk completed
- ✓ Mountain and Maple Street sidewalk replacements bid & construction
- ✓ 76 West Street purchase resolved
- ✓ North Street to Hardscrabble Road paving
- ✓ Local Emergency Management Plan (LEMP) review and adoption
- ✓ Bandstand and Library steps painting
- ✓ Woodland Apartments sampling plans and exempt consecutive agreement for removal of wellhead protection area
- ✓ VTrans grant application: West and East Streets drainage

CURRENT PROJECTS/ACTIVITIES

- Pump house control panel upgrade/replacement
- Village stormwater master plan (ERP grant)
- Enhanced Energy Plan (Planning Commission)
- Town Plan update (Planning Commission)
- Main Street lighting & sidewalk improvements (DTF grant)
- Mountain Street sidewalk replacement bid & construction
- Northern Border Regional Commission grant application: Stoney Hill Business Park infrastructure
- North Street paving (Main Street to Nursery)

- Replacement trees on Maple Street
- Police Union contract development & review
- Comprehensive Capital Improvement Plan
- Route 116 paving impacts and public involvement
- New Community Center/Hub Teen Center Steering Committee
- Town Officer vacancies/recruitment
- Orchard Terrace water line extension and cash flow projections
- Howden Hall painting scope of work
- Improvements to Web site

PENDING PROJECTS/ACTIVITIES

- Town Garage building improvements/replacement evaluation
- Winter maintenance policies (roads, sidewalks, salt, sand, property damage, etc.)
- Fire Department policies review
- Water Ordinance update
- Class 4 road maintenance policies
- Town-wide Police Department feasibility
- Police Department policies review
- Sewer Ordinance update (grease traps, fees)
- New Police Station feasibility study
- Subdivision regulations
- RFQ for sewer system study engineer
- CWSRF planning loan: wastewater capacity expansion design & feasibility
- Upper Notch slide repair
- Upper Notch illegal dump cleanup and enforcement
- Stormwater master plan implementation projects (ERP and other grants)
- VTrans Bike Ped grant application: design & construction plans for West Street south side sidewalk upgrade from Champlain Farms to ... Maple Street?
- Selectboard rules of procedure
- Adirondack View parcel/right-of-way status