

**Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday April 29, 2019**

Selectboard Members present: Chair Joel Bouvier, Vice-Chair Ted Lylis, Peter Coffey, Peeker Heffernan, and Michelle Perlee.

Staff present: Town Administrator Valerie Capels, Police Chief Bruce Nason, Public Works Director Eric Cota, and Board Clerk Tasha Bouvier.

Others present Ian Albinson, Mary Arbuckle (NeatTV), Sally Burrell, Lance Laliberte, Jill Marsano (VTUMS), J. Tyler Masters, Jim Quaglino. Steven Taylor, Tom Wallace.

I. Call to Order.

1. Chair Joel Bouvier called the meeting to order at 7:00 p.m. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A). There are no additions, removals, or adjustments.

II. Public Forum.

1. None.

III. Visitor Appointments.

1. Planning Commission candidate interview: J. Tyler Masters and Tom Wallace. The Selectboard interviewed J. Tyler Masters and Tom Wallace. The Selectboard will discuss further in Executive Session.

2. Energy Committee candidate interviews: Lance Laliberte and Steven Taylor. The Selectboard interviewed Lance Laliberte and Stephen Taylor. There is only one opening for the Energy Committee. The Selectboard will discuss further in Executive Session.

3. Conversation Commission candidate interview: Carla Fenner. Valerie Capels reported that Carla Fenner was not available for tonight's meeting and will be rescheduled to the next meeting.

IV. Regular Business.

1. Request from Public Works Foreman to purchase new roadside mower. Public Works Foreman Eric Cota explained that the current mower is seven years old and starting to show wear and tear. Three different options and cost ranges were reviewed. There was consensus to have this run by the Equipment Committee first. Eric Cota is going to also see if someone has one locally to check out and see if they like it.

Eric provided a brief update on the upcoming paving schedule. Valerie Capels noted that the Town did not receive the VTrans grant for the dry wells project on West and East Street because the dry wells did not meet the definition of a structure and West and East Streets are not a Class 2 road. Selectboard members agreed that it was still important to proceed with the project before Route 116 is repaved in 2020. We will need to find out the invert specifications from the engineer as soon as possible to put it out bid.

2. Access/Curb Cut application 19-01DA: 1062 Lower Notch Road, Sisher [correction: Fisher]. Selectboard members recalled that a curb cut permit was previously issued for this

property. Public Works Foreman Eric Cota explained that the previous owner did not finish cutting along the bank and the previous permit is more than a year old and has expired. Peeker Heffernan moved to approve the curb cut per Eric Cota's recommendations. Ted Lylis seconded. So voted.

3. Consider WCVT proposal for alternative installation system for West Street banners. WCVT's proposal to install a pole on West Street for an alternative banner installation was discussed. Concerns were expressed about the visual impact on the park and the suggestion was made to explore whether it work on the other side of the street. It was unclear how the mechanism of installation would work. The Selectboard requested more information.

4. Request from Bristol, CORE (Ian Albinson) to block off Main Street Saturday June 15, 2019, 1:00 p.m. – 9:00 p.m., for Pocock Rocks Music Festival and Street Fair. Ian Albinson explained some of the logistics associated with closing the street. Signage will be put out the week before. The State is requested lighted signage stations during the evening, but Ian noted the Police Department helps by having the Police car at each entrance. Peter Coffey moved to approve closing Main Street as proposed for Pocock Rocks. Ted Lylis seconded. So voted.

5. Local Emergency Management Plan: review and adoption. Peter Coffey moved to adopt the Local Emergency Management Plan. Michelle Perlee seconded. So voted.

6. Water and Sewer Commission: consider FY2019 proposed service contracts from Vermont Utility Management Services (3-year contract) and Simon Operation Services (3-year contract). Peeker Heffernan moved to approve VTUMS for another 3-year contract. Ted Lylis seconded. So voted. Jill Marsano reported that she is now full-time at VTUMS and several new staff have joined their team.

7. Continued appointment and/or reappointment of Town officials. Possible deliberation in Executive session. Michelle Perlee moved to appoint Peter Grant to the Addison County Regional Planning Transportation Advisory Committee. Peter Coffey seconded. So voted. The remainder of the appointments/reappointments will be discussed in Executive Session.

8. Consider a Proclamation from the Town of Bristol recognizing the 100th anniversary of the establishment of the American Legion. Ted Lylis moved to approve the Proclamation. Michelle Perlee seconded. So voted.

9. Approval of meeting minutes of April 15 and April 19, 2019. Peter Coffey moved to approve meeting minutes of April 15, 2019 with minor corrections and April 19, 2019 with no corrections. Michelle Perlee seconded. So voted.

10. Authorize Accounts Payable Warrant and any liquor licenses. Accounts Payable \$80,204.07. Michelle Perlee moved to approve the following special event permits for Pocock Rocks for: Shacksburg Limited Cider, LLC., Zero Gravity Brewery, Boarders Hard Cider, LLC., App Gap Distillery, and Ronanfeld Meatery, LLC. Peter Coffey seconded. So voted. Peter Coffey moved to approve Hogback Mary 4, 2019 2-8p.m. at Rockydale special event permit. Michelle Perlee seconded. So voted. Peeker Heffernan moved to approve Art on Main June 7, 2019 from 4:30 p.m. to 8:00 p.m. pending confirmation that they have a licensed server. Peter Coffey seconded. So voted.

11. **Selectboard Concerns.** Ted Lylis reported that he has not finished the plan for redoing the sound system on the park and will have it ready for the next meeting. It will involve excavating and will need to contact Dig Safe.

Michelle Perlee asked if the empty trailer has been removed from Kountry Trailer Park. Ted Lylis confirmed that the trailer has been moved and the rats seem to have moved on.

Joel Bouvier reported that he looked at the specs for the Mountain Street sidewalk and did not see anywhere in the specs that the sidewalk had to be a certain height. In the future, we should include this.

The annual road trip with Public Works Foreman Eric Cota was scheduled for June 13, 2019 at 4:00 p.m. The Selectboard will meet at the Town Offices and Joel Bouvier will get the bus.

12. **Town Administrator's report.** There was brief discussion of the Tree Warden update and confirmation that the Town would be responsible for removing the tree at 34 Pleasant Street. Valerie Capels reported that the property owner on Maple Street would like to see a Sugar Maple instead of an Autumn Blaze tree on his property. She confirmed with Greenhaven it would be the same price. The Selectboard supported that change. She noted the tree on Garfield Street that is dead will be removed by the Tree Warden.

V. Other Business.

1. Correspondence, reports, correspondence received.

VI. Executive Session.

Michelle Perlee moved to enter executive session finding that premature general knowledge would clearly place the Selectboard or other parties at a substantial disadvantage regarding a personnel-related matter per 1 V.S.A. § 313 (a)(3). Peter Coffey seconded. So voted.

The Selectboard met in executive session from 8:40pm to 10:05pm. Upon returning to open session, Ted Lylis moved to appoint Stephen Tyler to the Energy Committee and that Lance Laliberte be asked to consider joining the Planning Commission, but if he declines, the Selectboard would be willing to expand the Energy Committee and appoint him to it. Peeker Heffernan seconded. So voted.

Michelle Perlee moved to appoint J. Tyler Masters and Tom Wallace to two of the 3-year vacant Planning Commission seats to 2022. Peter Coffey seconded. So voted.

VII. Adjourn.

A motion was made and seconded to adjourn. The meeting was adjourned at 10:08pm.

Respectfully submitted,

Tasha Bouvier, Board Clerk

Valerie Capels, Town Administrator