Town of Bristol, Vermont
Selectboard Meeting Minutes of
Monday, January 4, 2021

Selectboard Members present: Chair Michelle Perlee, Vice-Chair Peeker Heffernan, Ian Albinson, Joel Bouvier, and Darla Senecal.
Staff present: Board Clerk Tasha Bouvier, Town Administrator Valerie Capels, Town Clerk Sharon Lucia, Town Treasurer Jen Myers, and Police Chief Bruce Nason.
Others present: Christopher B. Cadwell (Green Peak Solar), Josh Crandall, Diane Cushman, Melissa Hernandez, Shawn Kimball (NEAT TV), Jim Quaglino, Nathaniel Vandal (Green Peaks Solar), Tom Wallace, and Tom Wells.

I. **Call to Order.** Chair Michelle Perlee called the meeting to order at 7:02 p.m.
1. Review agenda for addition, removal, or adjustment of any items per 1 V.S.A. §312(d)(3)(A). No additions, removals, or adjustments.

2. Overview of Zoom meeting operation and procedures: rules for participation, mute microphone, recognition by Chair, etc.

II. Public Forum.
Nathaniel Vandal wanted to take a minute to introduce himself. He works for Green Peaks Solar and is working on a project in Bristol. The solar project is being done on private property off Cain Hill Road in Bristol. He is working on submitting an informational packet as part of the Certificate of Public Good process. He said if anyone has questions, please feel free to ask. Valerie Capels will put this on as an item on an upcoming Selectboard agenda.

Michelle Perlee said on behalf of the Selectboard and the Town of Bristol, she would like to send our condolences to Rick Desorda & Pete Diminico's families.

III. Regular Business.
1. Consider candidates and appointments to transition from a Zoning Board of Adjustment to a Development Review Board and address one or more Planning Commission vacancies. Ian Albinson moved to appoint Melissa Hernandez to the Planning Commission expiring in March 2022. Darla Senecal seconded. So voted. Ian Albinson moved to appointment Carol Clauss for 3-year term, Ted Desmond 2-year term, and Paul Jackman 2-year term to the Development Review Board. Joel Bouvier seconded. So voted. Joel Bouvier moved to appoint Tom Wells as the 1-year term and Josh Crandall to the 1-year alternate position. Peeker Heffernan seconded. So voted.

2. Budget workshop: Planning & Zoning, Listers, and other General Fund sections; preliminary Capital Improvement Plan. Planning/Zoning will discuss Salary in executive session. Selectboard discussed the Clerk-Treasurers budget and the Listers Department budget. There was discussion about whether Lister hours should be increased and agreement to move the Lister phone budget to General Expenses. Postage was decreased to $300. Planning and Zoning supplies was reduced to $600, advertising increased to $700, and postage reduced to $200. It is unclear how activities of the new Development Review Board will affect the budget. There was discussion about Planning Commissioner payments and the provision of attendance information

to the Treasurer. The suggestion was made that the Zoning Administrator be asked to provide the Treasurer with PC and DRB attendance information every six months.

Valerie Capels presented to the board the Capital Improvement Plan spreadsheet showing how far out money has been appropriated. Though some sections still need more work, a goal is to see how the appropriations to reserves compares to the projected capital needs and where adjustments might need to be made. Joel Bouvier mentioned how Pine Street needs to be done sooner rather than later.

3. Review of preliminary draft Town Meeting and Police District warnings. Preliminary draft warnings for the annual Police District and annual Town Meeting were reviewed. Valerie Capels explained the Town Meeting warning is a work-in-progress draft to adapt the traditional articles to an Australian ballot format. The appropriations will be separated into individual articles and only those organizations that have submitted written request will be included. Regarding the article addressing the "setting of the Selectboard salaries, there was consensus to keep the article as the same as last year and set the Selectboard salary at $500 plus $10 per meeting and $15 per meeting for the chair. Following discussion, it was agreed there will be two informational meetings: Monday February 22, 2021, 7:00 p.m. and Monday March 1, 2021, 7:00 p.m.

4. Approval of the December 14, 2020 and December 21, 2020 meeting minutes. Peeker Heffernan moved to approve December 14, 2020 meeting minutes with corrections. Joel Bouvier seconded. So voted. December 21, 2020 meeting minutes will be moved to next meeting.

5. Authorize accounts payable warrant and any liquor licenses. Accounts Payable warrant $158,207.07.

6. Selectboard roundtable.
a. Darla Senecal reported that Ernie Senecal contacted her because the end of his driveway on Spring Street is eroding because of the water and he would like to have the road crew take a look at it.
b. Joel Bouvier said on Saturday the road crew was waiting about 25 minutes in the trash line to get to the garage. He would like to have someone talk with the trash collecting company to see how we can improve this.
c. Ian Albinson had someone ask about the parking ban for snow on Main Street. The resident asked why there were two different days for the parking ban. Peeker Heffernan said it is all about timing and the storm. They sometimes do it in one parking ban, but sometimes it needs to be in two different parking bans. Ian also said near where he lives on Mountain Terrace the plowing cuts into his lawn and was wondering what to do about the grass not being plowed. Michelle Perlee suggested to stake out the area.

7. Town Administrator's report. Valerie Capels reported she has been researching a lot of water ordinances for other towns, etc. for ways to improve the construction standards and enforcement provisions.

IV. Other Business.

1. Correspondence, reports, correspondence received. None were reviewed.

V. 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 contract personnel matters per 1 V.S.A. § 313(a)(3). Peeker Heffernan seconded. So voted. The Selectboard met in executive session from 9:46pm to 10:38pm. Upon returning to open session, no action was taken.

VI. Adjourn.

At 10:38 p.m. Joel Bouvier moved to adjourn the meeting. Ian Albinson seconded. So voted.

Respectfully submitted,

Tasha Bouvier
Board Clerk

Valerie Capels
Town Administrator