

THE  
ANNUAL REPORT  
  
OF THE  
OFFICERS OF THE  
  
TOWN OF BRISTOL  
VERMONT

FOR THE YEAR ENDING JUNE 30,  
2019

Please bring this report with you to Town Meeting  
Monday, March 2, 2020 at 7:00 pm

Voting by Australian Ballot  
Tuesday, March 3, 2020  
7:00 am to 7:00 pm

# **TOWN OF BRISTOL GENERAL INFORMATION**

Chartered June 26, 1762

Area..... 26,860 acres  
Green Mountain National Forest Acreage ..... 5,338 acres  
  
Town Roads (excluding Class 4 Roads) ..... 36.4 miles  
State Highway (Routes 116 and 17) ..... 13.4 miles  
Population (2010 Census) ..... 3,894  
Voter Checklist (as of January 31, 2020)..... 3,006

## **INFORMATION FOR VOTERS**

### **ELIGIBILITY OF VOTERS**

Any person who, on Election Day:

- is a citizen of the United States;
- is a resident of the State of Vermont;
- has taken the Voter's Oath; and
- is 18 years of age or more

may register to vote in the town of his or her residence in any election held in a political subdivision of this state in which he or she resides.

### **VOTER'S OATH**

You solemnly swear (or affirm) that whenever you give your vote or suffrage, touching any matter that concerns the State of Vermont, you will do it as in your conscience you shall judge will most conduce to the best good of the same, as established by the Constitution, without fear or favor of any person.

PLEASE BRING THIS REPORT TO TOWN MEETING  
MONDAY, March 2, 2020 at 7:00 PM at HOLLEY HALL  
VOTING: TUESDAY, MARCH 3, 2020  
7:00 AM TO 7:00 PM

REPORTS FROM MANY OF THE ORGANIZATIONS REQUESTING FUNDS CAN  
BE SEEN AT THE TOWN CLERK'S OFFICE.



## DEDICATION



**Craig Scribner**

Craig Scribner was first elected as Lister in 2008 and has been a Justice of the Peace since 2002. But his history and service to the community goes much further back. Following his retirement from the U.S. Postal Service in 1989, Craig has been a school bus driver, an over-the-road tractor-trailer driver, and owner-operator of Scribner Trucking. He served on the Saint Ambrose Parish Council, Saint Ambrose Parish Building Committee, Have-a-Heart Food Shelf Committee, Mount Abraham Union High School Board of Directors (two years as chairman and three years as Finance Committee Chairman and Chief Negotiator), and on the Bristol Elementary Board of Directors for four years. He also served as a member of the Army National Guard for six years, was a Deputy Game Warden for ten years, and was a member of the Vermont House of Representatives from 2001-2002. The Town of Bristol is grateful for Craig's service, compassion, humor, and friendship.

*Bristol Selectboard*

## MEMORIAM



**George Edward Smith**

George Smith was a lifelong Bristol resident who devoted most of his 93 years to the community. He served as Village Trustee, Auditor, Justice of the Peace, and Delinquent Tax Collector for many years. In later years he “officiated” at the dump every Saturday up until it closed in 2015. George was a proud member of the Bristol Fire Department for more than 62 years and was a charter member of the Old Pharts Coffee Club. In recent years, he “volunteered” at Project Independence. George remained active in the community and took great interest in Town affairs, never missing an annual Police District or Bristol Town Meeting and scrutinizing the budgets to their fullest degree. George passed away November 9, 2019 and is greatly missed.

*Bristol Selectboard*

(Photos: Mark Bouvier and family collection)

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**WARNING  
ANNUAL TOWN MEETING  
BRISTOL, VERMONT**

The legal voters of the Town of Bristol are hereby WARNED and NOTIFIED to meet at Holley Hall in said Bristol, on Monday, March 2, 2020 at 7:00 p.m., said meeting to be recessed at the close of all business to be transacted from the floor to the following day, Tuesday, March 3, 2020 for voting by Australian ballot between the hours of 7:00 a.m., at which time the polls will open, and 7:00 p.m., at which time the polls will close, for the election of officers and voting on those articles so noted.

**ARTICLE 1:** To hear the reports of the Town officers.

**ARTICLE 2:** To elect Town Officers by Australian ballot.

**ARTICLE 3:** Will the voters of the Town of Bristol vote that all real property taxes payable in installments shall bear interest at a rate of  $\frac{3}{4}$  of one percent per month or fraction thereof for the first three months and thereafter one and one-quarter percent per month or fraction thereof from the due date of each installment with the payment to the Town Treasurer of the real property taxes for the Town's fiscal year period of July 1, 2020 through June 30, 2021, being due in two equal installments on November 5, 2020 and April 5, 2021 by physical delivery to the Town Office before midnight on that date?

**ARTICLE 4:** Will the town limit the amount of the penalty charged by the collector of delinquent taxes for payments made after the due date for payment to six percent (6%) of the tax collected pursuant to 32 V.S.A. § 1674(3)(A)?

**ARTICLE 5:** To set salaries that shall be paid to the members of the Selectboard.

**ARTICLE 6:** Will the voters of the Town of Bristol authorize the Selectboard to appoint a Town Clerk as provided in 17 V.S.A § 2651e?

**ARTICLE 7:** Will the voters of the Town of Bristol authorize the Selectboard to appoint a Town Treasurer as provided in 17 V.S.A § 2651f?

**ARTICLE 8:** Will the voters authorize the use of June 30, 2019 General Fund undesignated fund balance to pay the balance of the South Street Bridge loan financed through the Peoples United Bank with a current principle balance of \$52,620, plus any interest accrued at the current loan rate of 2.95% through the payoff date in FY2021?

**ARTICLE 9:** Will the voters authorize the transfer of \$20,000 of the June 30, 2019 General Fund undesignated fund balance to the Capital Building Fund?

**ARTICLE 10:** Will the voters authorize the transfer of \$25,000 of the June 30, 2019 General Fund undesignated fund balance to the Capital Paving Fund?

**ARTICLE 11:** Will the voters authorize the transfer of \$30,000 from the June 30, 2019 General Fund undesignated fund balance to the Capital Sidewalk Fund?

**ARTICLE 12:** Will the voters establish a Cemetery Reserve Fund pursuant to 24 V.S.A. § 2804 for the purpose of maintaining, repairing, and preserving cemeteries owned by the Town of Bristol and authorize use of the June 30, 2019 General Fund undesignated fund balance to appropriate a sum of \$10,000 to it?

**ARTICLE 13:** Will the voters appropriate the following sums to be placed in various Town Reserve Fund accounts as noted?

<u>Reserve Fund:</u>	<u>Amount:</u>
Capital Building Fund	\$30,000
Capital Fire Equipment Fund	\$25,000
Capital Fire Vehicle Fund	\$100,000
Capital Highway Equipment Fund	\$135,000
Capital Road Fund - Construction	\$40,000
Capital Road Fund – Paving	\$125,000
Capital Sidewalk Fund	\$35,000
Conservation Fund	\$10,000
Reappraisal Fund	\$ 5,000
Technology Fund	\$ 7,000
Total:	\$512,000

**ARTICLE 14:** Will the voters appropriate the following sums in support of the organizations listed below, with said amounts level funded or lowered from the prior year, pursuant to 24 V.S.A. § 2691?

<u>Organization:</u>	<u>Amount:</u>
Addison County Restorative Justice	\$1,150
Addison County Home Health & Hospice	\$4,700
Addison County Humane Society	\$1,000
Addison County Parent/Child Center	\$4,800
Addison County Readers	\$2,000
Addison County Transit Resources	\$11,306
Addison County River Watch	\$ 300
Age Well (formerly CVAA)	\$2,700
Bristol After School Kid's Program	\$1,275
Bristol Band	\$1,200
Bristol CORE	\$10,000
Bristol Family Center	\$4,000
Bristol Fourth of July Committee	\$6,000
Bristol Historical Society	\$2,500
Bristol Little League	\$2,000
Bristol Recreation Club	\$15,000
Bristol Rescue Squad	\$13,500

Counseling Service of Addison County	\$3,875
Elderly Services	\$2,200
Hope (Helping Overcome Poverty's Effects)	\$3,250
Hospice Volunteer Services	\$1,200
John Graham Shelter	\$1,400
North East Addison Television (NEAT)	\$3,500
Open Door Clinic	\$1,000
Retired and Senior Volunteer Program	\$ 750
Vermont Adult Learning	\$1,650
WomenSafe	<u>\$3,500</u>
Total:	\$105,756

**ARTICLE 15:** Will the voters approve an appropriation of \$144,248 for the Lawrence Memorial Library for its annual operating budget, said sum to be raised by taxes?

**ARTICLE 16:** Will the voters appropriate \$29,000 for the Bristol Cemetery Association, Inc. for the purpose of maintaining Greenwood Cemetery (mowing and trimming) in a well-kept manner in accordance with 24 V.S.A. §2691?

**ARTICLE 17:** Will the voters appropriate \$3,000 to Turning Point Center of Addison County for the purpose of supporting its mission to assist persons, their families, and their friends in recovery from substance use disorder and addictive behaviors in accordance with 24 V.S.A. §2691?


**ARTICLE 18:** Will the voters adopt the proposed 2020-2021 fiscal year Public Works/Highway Fund Operating Budget in the amount of \$815,365, a portion thereof in the amount of \$716,515 to be raised by taxes; the tax rate on the 2020 Grand List of the Town sufficient to raise said sum as taxes to be determined by the Selectboard?

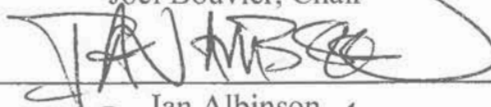
**ARTICLE 19:** Will the voters adopt the proposed 2020-2021 fiscal year Arts, Parks and Recreation Department budget in the amount of \$300,653, a portion thereof in the amount of \$195,353 to be raised by taxes; the tax rate of the 2020 Grand List of the Town sufficient to raise said sum as taxes to be determined by the Selectboard?

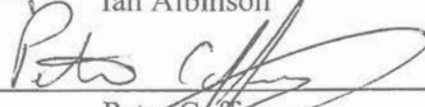
**ARTICLE 20:** Will the voters adopt the proposed 2020-2021 fiscal year General Fund Operating Budget in the amount of \$922,799, a portion thereof in the amount of \$741,747 to be raised by taxes, subject to modification by actions on the previous articles; the tax rate on the 2020 Grand List of the Town sufficient to raise said sum as taxes to be determined by the Selectboard?

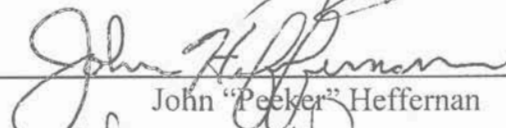
**ARTICLE 21:** To transact any other non-binding business that may legally come before this meeting.

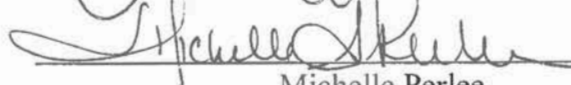
Adopted and approved at a meeting of the Selectboard of the Town of Bristol duly called, noticed and held on January 27, 2020. Received for record and recorded in the records of the Town of Bristol on January 28, 2020.

  
Bristol Selectboard:  
Joel Bouvier, Chair

  
Ian Albinson

  
Peter Coffey

  
John "Pecker" Heffernan

  
Michelle Perlee

ATTEST:

  
Jen Myers, Town Clerk

**WARNING**  
**BRISTOL POLICE DEPARTMENT**  
**SPECIAL SERVICE DISTRICT MEETING**  
**TUESDAY, MARCH 3, 2020**

The legal voters of the Police Department Special Service District of the Town of Bristol are hereby WARNED and NOTIFIED to meet at Holley Hall in said Bristol, on Tuesday, March 3, 2020, between the hours of 7:00 a.m., at which time the polls will open, and 7:00 p.m., at which time the polls will close, to vote by Australian ballot on the following article(s) of business:

**ARTICLE 1:** Will the voters of the Bristol Police District adopt the proposed 2020-2021 fiscal year budget in the amount of **\$452,370**, a portion thereof in the amount of **\$403,020** to be raised by a District special assessment property tax; the tax rate on the 2020 Grand List of the property in the area included within the District sufficient to raise said special assessment property tax sum as taxes to be determined by the Selectboard?

**Informational Meetings:** *The legal voters of the Bristol Police District are further notified that informational meetings will be held at Holley Hall in Bristol on Monday, February 17, 2020 during a regular Selectboard meeting which will commence at 6:00 p.m., and on Monday, March 2, 2020 during a special Selectboard meeting which will commence at 6:00 p.m. (preceding the Annual Town Meeting which will commence at 7:00 p.m.), for the purpose of discussion about the proposed Police District Budget.*

Adopted and approved at a meeting of the Selectboard of the Town of Bristol duly called, noticed and held on January 27, 2020. Received for record and recorded in the records of the Town of Bristol on January 28, 2020.

Bristol Selectboard:

  
Joel Bouvier, Chair

  
Ian Albinson

  
Peter Coffey

  
John "Pecker" Heffernan

  
Michelle Perlee

ATTEST:

  
Jen Myers, Town Clerk



**Candidates for Elected Town and Town School Offices are as follow:**

Moderator	1 year	Fred K. Baser
Town Clerk	1 year	Jen Stetson Myers
Town Treasurer	1 year	Jen Stetson Myers
First Constable	1 year	Bruce Nason
Second Constable	1 year	Brian K. Fox
Town Agent	1 year	Fred K. Baser
Grand Juror	1 year	
Selectboard	3 years	Michelle Perlee
Selectboard	2 years	William C. "Bill" Mount Darla Bennett Senecal
Lister	3 years	
Library Trustee	3 years	Robert Wilkey
Mt Abe Unified School District	3 years 2 years	Annie Denny

## **ELECTED TOWN OFFICIALS**

### **TOWN OFFICERS**

Fred Baser, Moderator	Term Expires 2020
Jen Myers, Town Clerk	Term Expires 2020
Jen Myers, Town Treasurer	Term Expires 2020
Bruce Nason, 1 <sup>st</sup> Constable	Term Expires 2020
Brian Fox, 2 <sup>nd</sup> Constable	Term Expires 2020
Fred Baser, Town Agent	Term Expires 2020
Frank Buonincontro, Grand Juror	Term Expires 2020

### **SELECTBOARD**

Michelle Perlee	Term Expires 2020
Peter Coffey	Term Expires 2020
Joel Bouvier	Term Expires 2021
John "Pecker" Heffernan	Term Expires 2022
Ted Lylis (resigned 9/2/2019)	Term Expires 2022
Ian Albinson (elected 12/3/2019)	Term Expires 2022

### **LISTERS**

Mark Bouvier	Term Expires 2022
Craig Scribner	Term Expires 2020
Theresa Gile	Term Expires 2021

### **MT ABRAHAM UNIFIED SCHOOL DISTRICT MEMBERS**

Annie Denny (appointed)	Term Expires 2020
Allison Sturtevant	Term Expires 2020
Krista Siringo	Term Expires 2021
Kevin Hanson	Term Expires 2021
Elizabeth Sayre	Term Expires 2022

### **LAWRENCE MEMORIAL LIBRARY TRUSTEES**

Anne Wallace	Term Expires 2020
Jill Mackler	Term Expires 2021
Caroline Engvall (Chair)	Term Expires 2021
Melanie Shultz-Backas	Term Expires 2022
Lynn Camara	Term Expires 2022

### **JUSTICE OF THE PEACE (Terms Expire February 2021)**

Fred Baser	Sharon Compagna	Craig Scribner
Nathan Bouvier	Daniel Lyons	George Tighe
Martha Chesley	Paul Jackman	Anne Wallace
Peter Coffey	Peter Ryan	Kenneth Weston

## **APPOINTED TOWN OFFICIALS**

### **PLANNING COMMISSION**

Kevin Hanson  
Robert Rooker  
Mark Gibson  
William Sayre  
Katie Raycroft-Meyer (Chair)  
Bill Brown  
Lloyd Dike  
J. Tyler Masters  
Thomas Wallace

Term Expires March 2020  
Term Expires March 2020  
Term Expires March 2020  
Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2022  
Term Expires March 2022  
Term Expires March 2022

### **ZONING BOARD OF ADJUSTMENT**

Carol Clauss  
Ted Desmond  
Paul Jackman  
Brenda Tillberg  
Vacant  
Vacant  
Kevin Brown (Chair)  
Peter Grant  
Ronald Kowalski (Alternate)

Term Expires March 2020  
Term Expires March 2020  
Term Expires March 2020  
Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2022  
Term Expires March 2022  
Term Expires March 2022

### **CONSERVATION COMMISSION**

Randy Durand  
David Henderson (resigned May 2019)  
David Rosen (appointed)  
Kristen Underwood  
Melanie Lloyd  
Katie Reilley, Chair  
Jim Stapleton (resigned May 2019)  
Richard Butz (resigned July 2019)  
Carolyn Dash  
Ken Johnson (Chair) (resigned April 2019)  
Carla Fenner (resigned)  
Jono Chapin (appointed)  
Pete Dominico, Vice Chair (resigned June 2019)

Term Expires March 2020  
Term Expires March 2020  
Term Expires March 2020  
Term Expires March 2020  
Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2022  
Term Expires March 2022  
Term Expires March 2022

### **DESIGN REVIEW COMMISSION**

Jim Weening  
Ian Albinson  
Ron LaRose (Chair)  
Carol Wells  
John "Slim" Pickens  
Kenneth G. Weston  
Liz Hermann  
VACANT

Term Expires March 2020  
Term Expires March 2020  
Term Expires March 2020  
Term Expires March 2021  
Term Expires March 2022  
Term Expires March 2022  
Term Expires March 2022  
Term Expires March 2022

### **ENERGY COMMITTEE**

Ian Albinson  
Mike Corey  
Liston Freeman  
Sally Burrell (Chair)  
Richard Butz  
John McCormick  
Stephen Taylor  
Lance Laliberte

Term Expires March 2020  
Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2022  
Term Expires March 2022

### **REVOLVING LOAN FUND**

Peter Ryan  
Dan Werme  
Carol Wells  
Ted Lylis (Ex-officio Selectboard)  
Fred Baser (Chair)  
Theresa Gile  
William Sayre  
VACANT

Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2021  
Term Expires March 2020  
Term Expires March 2020  
Term Expires March 2022  
Term Expires March 2022  
Term Expires March 2022

## **EQUIPMENT COMMITTEE**

Randy Sargent	Term Expires March 2020
John "Peeker" Heffernan (Ex-Officio Selectboard)	Term Expires March 2020
Eric Cota (Ex-Officio Road Foreman)	Term Expires March 2020
Alan Clark	Term Expires March 2020
Ken Johnson	Term Expires March 2020
Peter Bouvier	Term Expires March 2020
Valerie Capels (Ex-Officio Town Administrator)	Term Expires March 2020

## **POLICE ADVISORY COMMITTEE**

Joel Bouvier (Ex-Officio Selectboard)	Term Expires March 2020
Janet Crossman	Term Expires March 2020
George Smith	Term Expires March 2020
James Quaglino (Chair)	Term Expires March 2020
David Lawyer	Term Expires March 2020

## **All Terms Below Expire Annually**

### **Addison County Solid Waste Management District**

Joel Bouvier, Supervisor  
Valerie Capels, Alternate

### **Fence Viewers**

Peter D Ryan  
Joel Bouvier  
David Sharpe

### **Addison County Regional Planning Commission**

Peter Grant  
William Sayre  
Vacant

### **Poundkeepers**

Bruce Nason  
Cale Pelland

### **Zoning Administrator**

### **Collector of Delinquent Taxes**

### **Dog Officer**

### **Tree Warden**

### **Town Fire Warden (Reappointed to June 2020)**

### **Inspector of Wood & Lumber (eliminated)**

### **Inspector of Weights of Coal (eliminated)**

### **Green Up Day Coordinator**

### **Addison County Transit Resources**

### **Energy Coordinator**

### **Health Officer**

### **Deputy Health Officer**

### **Town Service Officer**

### **Emergency Management Director**

### **Emergency Management Deputy**

Kris Perlee

Jen Myers

Cale Pelland

John Swebston

Edward Shepard

### **Conservation Commission**

Naomi Drummond

Energy Committee

Diane Cushman

Theodore (Ted) Lylis

Town Administrator

Valerie Capels

Peter Coffey

## **TOWN EMPLOYEES**

### **Town Administrator**

### **Administrative Assistant**

### **Town Clerk and Treasurer**

### **Assistant Treasurer and Assistant Town Clerk:**

### **Public Works Foreman**

### **Public Works Crew**

### **Recreation Department Director**

### **Recreation Department Assistant Director**

### **Youth Center Director**

### **Youth Center Program Coordinator**

### **Water and Sewer Department**

### **Police Chief**

### **Police Officers**

Valerie Capels

Sharon Lucia and Gail James

Jen Myers

Peter Ryan, Val Hanson, & Sharon Lucia

Eric Cota

Cale Pelland, Mike Menard, Jared Hubbell  
and Josh Martell

Meridith McFarland

Alex Mihavics

Taylor Welch

Alex Mihavics

Vermont Utility Management Services, LLC  
(Cyrus & Jill Marsano)

Bruce Nason

Jori Fairbanks, G. Randy Crowe (resigned)

# TOWN BUDGET AND BUDGET COMPARISONS

# TOWN OF BRISTOL GENERAL FUND BUDGET

GENERAL OPERATING FUND	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021
	BUDGET	BUDGET	draft audit	BUDGET	thru 12/31/2019	PROPOSED
REVENUES						
TAXES & PAYMENTS						
Delinquent Tax			227,257		75,788	
Delinquent Taxes - Interest	10,000	10,000	12,736	10,000	6,305	11,500
Delinquent Taxes - Penalty	16,000	16,000	10,504	16,000	3,267	12,500
Fish & Wildlife Pond Access PILOT	790	790	538	790	799	790
National Forest Payments	13,169	13,000	15,600	14,000	0	14,500
Current Use Program	77,850	80,000	90,887	90,000	85,194	85,000
TOTAL TAXES & PAYMENTS	117,809	119,790	357,522	130,790	171,353	124,290
% change from previous budget year	7.9%	1.7%		9.2%		-5.0%
LICENSES, FINES & FEES						
Liquor Licenses	1,100	900	940	1,000	0	1,000
Dog Licenses	2,325	2,000	3,593	2,000	188	2,500
Dog Fines	400	350	90	350	415	300
Police Fines	9,500	3,500	5,610	3,500	2,726	3,500
Town Clerk Fees	34,000	33,000	39,068	33,000	23,437	36,000
Motor Vehicle Reg. Renewals	600	600	461	600	189	450
Zoning Fees	9,500	9,000	11,433	9,000	3,560	9,000
School Treasurer's Fee	2,000	0	0	0		
TOTAL LICENSES, FINES & FEES	59,425	49,350	61,195	49,450	30,515	52,750
% change from previous budget year	3.2%	-17.0%		0.2%		6.7%
REIMBURSEMENTS TO TOWN						
Library Personnel Benefits Reimb	896	984	589	1,027	295	1,362
Act 60 Reimbursements	1,682	1,683	1,665	1,683		1,600
TOTAL REIMBURSEMENTS	2,578	2,667	2,254	2,710	295	2,962
% change from previous budget year	1.6%	3.5%		1.6%		9.3%
OTHER REVENUES						
Interest	500	500	1,060	500	423	500
Parking Permit Fees	315	300	250	300	200	300
Insurance Proceeds		0	1,027	0		
Miscellaneous Revenues	250	250	0	250	1,031	250
FEMA Grant [moved to Highway Revenues]			[9,146.62]		1,700	
TOTAL OTHER REVENUES	1,065	1,050	2,337	1,050	3,354	1,050
% change from previous budget year	-90.3%	-4.4%		0.0%		0.0%
TOTAL REVENUES	180,877	172,857	423,308	184,000	205,516	181,052
% change from previous budget year	0.3%	-4.4%		6.4%		-1.6%
EXPENSES						
GENERAL EXPENSES						
Supplies	3,000	2,750	1,770	3,000	776	2,500
Furnishings	300	300	0	300	0	200
Equipment	3,700	3,000	1,925	3,000	1,146	2,500
Computer		500	1,220	2,000	1,123	2,300
General Office Machine / Service		300	0	300	0	-
Advertising	1,220	2,000	2,338	2,000	33	2,000
Postage	4,700	4,000	3,450	4,000	1,932	4,000
Telephone	2,300	2,300	2,415	2,300	1,061	2,500
Pub. Official & Empl. Practices Ins.	12,771	11,358	13,021	11,359	12,061	13,000
Rubbish Removal	525	525	467	525	215	525
Miscellaneous	1,500	1,500	2,122	500	595	500
TOTAL GENERAL EXPENSES	30,016	28,533	28,729	29,284	18,941	30,025
% change from previous budget year	9.7%	-4.9%		2.6%		2.5%

GENERAL OPERATING FUND	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021
	BUDGET	BUDGET	draft audit	BUDGET	thru 12/31/2019	PROPOSED
ADMINISTRATOR'S OFFICE						
Salaries	77,217	78,875	78,637	70,152	34,531	71,870
FICA/Medicare	5,907	7,424	6,549	5,437	2,612	5,570
Health Insurance	28,511	15,298	17,049	15,819	10,173	17,220
Retirement	5,904	5,817	7,831	5,261	4,384	5,570
Workers Compensation	245	395	379	219	285	170
Disability Insurance	960	814	736	642	471	640
Mileage	1,500	1,500	1,583	1,500	773	1,500
Training	250	250	115	250	0	200
Computer & Equipment				950	120	1,068
TOTAL ADMINISTRATOR'S OFFICE	120,494	110,373	112,878	100,230	53,349	103,808
% change from previous budget year	12.8%	-8.4%		-9.2%		3.6%
CLERK/TREASURER'S OFFICE						
Salaries	76,945	82,868	77,639	80,681	34,196	71,756
FICA/Medicare	5,886	6,422	5,630	6,253	2,463	5,561
Health Insurance	26,358	20,142	18,457	21,300	11,579	23,315
Retirement	5,771	3,949	4,089	4,084	2,061	4,409
Workers Compensation	245	395	379	438	428	499
Disablity Insurance	656	501	659	620	379	711
Training	300	300	300	300	395	600
Supplies	3,800	3,800	3,853	3,800	1,807	4,000
Software & Programming	1,100	1,400	1,297	2,000	2,428	4,750
Equipment	750	750	411	750	0	600
Postage	1,300	1,300	1,014	1,300	216	1,900
Telephone	1,775	1,850	1,814	1,850	711	1,900
Microfilming	550	550	360	300	0	300
Miscellaneous	200	200	400	200	140	200
TOTAL CLERK/TREASURER'S OFFICE	125,636	124,427	116,302	123,874	56,803	120,501
% change from previous budget year	0.2%	-1.0%		-0.4%		-2.7%
LISTING DEPARTMENT						
Salaries	16,715	17,047	13,492	17,185	5,754	17,010
FICA/Medicare	1,279	1,321	1,032	1,332	440	1,320
Workers Compensation	123	198	203	219	178	170
Mileage	250	250	307	250	60	250
Training	300	250	0	500	0	300
Supplies	400	350	209	350	84	250
Software	1,500	1,500	1,330	1,800	1,571	3,286
Equipment	200	200	0	200	0	100
Postage	250	400	159	400	107	400
Telephone	1,000	900	908	900	356	900
Legal Fees	250	300	0	300	0	300
Professional Fees	750	500	0	500	0	300
Map Maintenance	1,800	1,500	2,194	750	406	750
Miscellaneous	100	100	0	100	0	100
TOTAL LISTING DEPARTMENT	24,917	24,816	19,834	24,785	8,956	25,436
% change from previous budget year	1.8%	-0.4%		-0.1%		2.6%

GENERAL OPERATING FUND	2018-2019			2019-2020		
	2017-2018 BUDGET	2018-2019 BUDGET	ACTUAL draft audit	2019-2020 BUDGET	ACTUAL thru 12/31/2019	2020-2021 PROPOSED
<b>PLANNING &amp; ZONING</b>						
Salaries	29,674	22,688	19,755	21,424	6,541	22,000
FICA/Medicare	2,270	1,758	1,486	1,715	500	1,710
Health Insurance	997	822	623	0	0	0
Retirement	263	265	67	0	0	0
Workers Compensation	123	198	203	219	178	170
Disability Insurance	36	34	34	0	0	0
Mileage	500	100	0	100	0	100
Training	300	300	60	300	60	200
Supplies	900	250	617	1,000	198	800
Computer & Equipment		1,780	1,305	1,250	666	2,715
Advertising	600	650	159	650	17	500
Postage	600	500	131	400	59	400
Attorney Fees	3,500	3,500	0	2,500	0	2,000
Planning Services	6,000	6,000	0	6,000	3,101	5,000
Printing	350	200	0	200	0	200
Meetings	700	700	775	700	0	1,850
<b>TOTAL PLANNING &amp; ZONING</b>	<b>46,813</b>	<b>39,745</b>	<b>25,214</b>	<b>36,457</b>	<b>11,321</b>	<b>37,645</b>
% change from previous budget year	2.4%	-15.1%		-8.3%		3.3%
<b>PROFESSIONAL FEES</b>						
Attorney Fees	5,050	5,000	29,957	8,000	5,184	8,000
Audit Fees	22,000	22,000	27,913	22,000	3,766	22,000
Other Fees			15			
<b>TOTAL PROFESSIONAL FEES</b>	<b>27,050</b>	<b>27,000</b>	<b>57,885</b>	<b>30,000</b>	<b>8,950</b>	<b>30,000</b>
% change from previous budget year	4.0%	-0.2%		11.1%		0.0%
<b>TOWN REPORT</b>						
Town Report/Printing	1,500	1,200	1,214	1,000	0	950
<b>TOTAL TOWN REPORT</b>	<b>1,500</b>	<b>1,200</b>	<b>1,214</b>	<b>1,000</b>	<b>0</b>	<b>950</b>
% change from previous budget year	-20.0%	-20.0%		-16.7%		-5.0%
<b>MEETINGS &amp; ELECTIONS</b>						
Election Workers	1,000	2,000	2,323	1,400	601	3,500
Election Supplies	1,700	2,900	3,150	1,600	38	3,200
<b>TOTAL MEETINGS &amp; ELECTIONS</b>	<b>2,700</b>	<b>4,900</b>	<b>5,473</b>	<b>3,000</b>	<b>639</b>	<b>6,700</b>
% change from previous budget year	-58.5%	81.5%		-38.8%		123.3%
<b>TOWN OFFICERS</b>						
Selectboard Salaries	6,220	7,500	5,740	8,000	618	7,500
Collector of Delinquent Taxes	5,000	5,228	5,324	5,384	2,576	5,492
Health Officer	0	500	0	500	1,000	500
FICA/Medicare (7.75% of payroll)	858	975	781	1,000	231	800
Training	200	200	60	200	0	200
Conservation Commission	350	350	50	350	50	350
Energy Committee	200	100	0	100	0	100
<b>TOTAL TOWN OFFICERS</b>	<b>12,828</b>	<b>14,853</b>	<b>11,955</b>	<b>15,534</b>	<b>4,475</b>	<b>14,942</b>
% change from previous budget year	-10.3%	15.8%		4.6%		-3.8%
<b>TOWN PARKS</b>						
Supplies	650	800	42	800	37	600
Electricity	1,500	1,500	1,491	1,500	776	1,500
Liability Insurance	2,098	2,009	1,787	1,998	1,731	2,026
Mowing	9,950	11,000	4,965	10,000	4,204	8,000
Tree Planting & Maintenance			1,785			5,000
Sycamore Park Portolet	400	440	570	440	421	550
Maintenance	675	2,000	4,403	2,000	646	3,000
Rubbish Removal	1,450	1,450	1,307	1,450	605	1,450
Miscellaneous	0	0	196	0		
<b>TOTAL TOWN PARKS</b>	<b>16,723</b>	<b>19,199</b>	<b>16,546</b>	<b>18,188</b>	<b>8,421</b>	<b>22,126</b>
% change from previous budget year	7.6%	14.8%		-5.3%		21.7%



GENERAL OPERATING FUND	2017-2018 BUDGET	2018-2019 BUDGET	2018-2019	2019-2020 BUDGET	2019-2020	2020-2021 PROPOSED
			ACTUAL draft audit		ACTUAL thru 12/31/2019	
HOLLEY HALL						
Supplies	1,100	1,100	1,107	1,100	569	1,100
Equipment	250	250	0	250	0	250
Heating Fuel	4,250	4,250	5,757	4,250	1,259	4,500
Electricity	4,265	4,000	4,934	4,000	1,785	4,500
Custodial	4,840	4,840	6,655	4,840	2,384	4,850
Building Maintenance	6,000	6,250	8,627	6,250	5,054	15,000
Liability Insurance	4,448	4,290	5,149	4,260	4,990	4,340
Holley Hall Renovation Bond	55,492	53,690	99,994	42,478	36,689	41,758
Sewer Fees	650	550	693	600	347	715
Water Fees	350	300	258	300	76	325
TOTAL HOLLEY HALL	81,645	79,520	133,174	68,328	53,152	77,338
% change from previous budget year	-3.7%	-2.6%		-14.1%		13.2%
HOWDEN HALL						
Supplies	200	200	6	200	7	200
Heating Fuels	1,695	1,695	2,121	1,695	237	1,600
Electricity	1,458	1,600	895	1,600	372	1,000
Telephone	576	560	0	560	0	675
Liability Insurance	4,545	4,017	3,573	3,997	3,463	4,052
Maintenance & Custodial	1,150	1,550	2,674	1,550	2,085	2,500
Coach House	0	0	0	0	0	0
Water Fees	295	225	323	225	78	315
Debt Service	7,430	7,207	7,202	0	0	0
TOTAL HOWDEN HALL	17,349	17,054	16,794	9,827	6,243	10,342
% change from previous budget year	-0.5%	-1.7%		-42.4%		5.2%
PUBLIC SAFETY						
Dog Officer	1,646	1,600	1,300	1,600	645	1,600
FICA/Medicare	126	124	99	124	49	124
Dog Pound	1,500	1,250	1,191	1,000	456	1,000
Street Lights	28,500	28,500	22,873	25,000	9,471	23,000
Town Traffic Patrol Contract (BPD)	10,000	10,000	10,000	10,000	5,002	12,000
Police Responses (BPD to Town)	5,300	5,000	3,735	5,400	1,575	6,600
Supplies					96	0
TOTAL PUBLIC SAFETY	47,072	46,474	39,198	43,124	17,295	44,324
% change from previous budget year	8.9%	-1.3%		-7.2%		2.8%
ADMINISTRATIVE ASSISTANT						
Salaries				26,287	13,833	26,680
FICA/Medicare				2,037	1,058	2,070
Health Insurance				2,680	0	1,840
Retirement				1,449	0	1,520
Workers Compensation				219	0	80
Disability Insurance				201	0	180
Training				200	0	0
Computer & Equipment				1,000	596	800
TOTAL ADMINISTRATIVE ASSISTANT		0	0	34,074	15,488	33,170
% change from previous budget year						-2.7%

GENERAL OPERATING FUND	2017-2018 BUDGET	2018-2019 BUDGET	2018-2019	2019-2020	2019-2020	2020-2021
			ACTUAL draft audit	BUDGET	ACTUAL thru 12/31/2019	PROPOSED
FIRE DEPARTMENT						
Labor	24,300	30,625	29,469	32,600	0	37,200
FICA/Medicare	1,859	2,373	2,246	2,527	22	2,880
Dues	1,040	910	900	760	544	1,540
Training	2,700	2,700	2,530	2,500	100	1,500
OSHA Requirements	5,600	5,600	2,996	5,600	914	4,000
Supplies	8,860	8,860	9,822	9,000	3,864	9,000
Electricity	13,200	8,000	7,702	8,000	2,484	8,000
Propane	8,800	6,000	5,345	6,000	5,040	6,000
Apparatus fuel & oil	2,500	2,500	2,675	2,500	887	2,500
Telephone	3,600	3,600	3,760	3,600	1,448	3,800
Dispatching	3,850	3,850	4,177	4,326	925	4,500
Active-911				430	0	430
Building Maintenance (general maintenance, un	8,200	12,500	19,721	1,500	2,729	4,600
Mowing				900	975	1,700
Custodial				3,060	1,061	5,110
Annual Services				9,180	2,740	8,500
Workers Compensation	5,427	4,790	5,533	5,021	4,625	4,460
Accident & Disability Insurance	2,600	2,400	2,133	2,400	0	3,835
Property Insurance	17,371	16,313	13,332	13,582	11,482	13,085
Water Fees	500	500	258	400	75	325
Hose Service Replacement	2,982	2,982	3,492	2,982	0	2,000
Rubbish Removal	0	0	0	0	0	0
Communication Tower Lease	3,376	3,477	3,768	3,581	2,153	4,000
Radios and Pagers (repair and replace)	6,500	6,500	3,360	6,500	636	9,000
Equipment Service Testing & Maintenance	4,500	4,500	4,856	4,500	3,149	3,400
Bond Payment - 2007 Pumper Tanker	31,722	31,722	30,565	0	0	0
Fire/bond payment on station	143,450	143,450	139,510	140,359	118,319	137,700
Fire Prevention and Education	400	400	335	400	461	400
Miscellaneous	200	200	2,772	200	0	200
Fire/Uniforms & Apparel	4,000	4,000	6,643	4,000	1,121	3,000
Fire Equipment/PPE	13,000	13,000	13,146	13,000	1,546	14,180
Apparatus / Vehicle Maintenance	10,555	25,000	29,878	25,000	9,570	25,000
PS Trax Inventory Management System				918	918	950
TOTAL FIRE DEPARTMENT	331,092	346,752	350,922	315,326	177,815	322,795
% change from previous budget year	-6.3%	4.7%		-9.1%		2.4%
LAWRENCE MEMORIAL LIBRARY						
Workers Compensation	246	395	407	438	546	773
Disability Insurance	650	589	589	589	340	589
Maintenance	250	250	150	250	0	250
Liability Insurance	2,491	2,151	2,018	2,375	2,134	2,591
TOTAL LAWRENCE MEMORIAL LIBRARY	3,637	3,385	3,164	3,652	3,020	4,204
% change from previous budget year	1.9%	-6.9%		7.9%		15.1%
CEMETERY CARE						
Cemetery Care	3,470	3,500	3,909	3,500	1,945	3,500
TOTAL CEMETERY CARE	3,470	3,500	3,909	3,500	1,945	3,500
% change from previous budget year	33.5%	0.9%		0.0%		0.0%
TAX ANTICIPATION INTEREST						
	1,100	1,100	935	1,100	2,145	1,100
% change from previous budget year	0.0%	0.0%		0.0%		0.0%
MUNICIPAL SOLID WASTE PROGRAM						
Post Closure Monitoring	9,950	4,000	6,886	4,000	2,765	4,000
Landfill Closure	0	0	0	1,000	0	0
TOTAL MUNICIPAL SOLID WASTE PROGRAM	9,950	4,000	6,886	5,000	2,765	4,000
% change from previous budget year	0.0%	-59.8%		25.0%		-20.0%

GENERAL OPERATING FUND	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021
	BUDGET	BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED
			draft audit		thru 12/31/2019	
DUES, TAXES, CONTRIBUTIONS						
Addison County Regional Planning	4,830	4,971	4,971	5,039	5,039	5,191
Vermont League of Cities & Towns	5,419	5,537	5,537	5,693	5,693	5,928
Fourth of July Bristol PD exp.	805	1,500	0	1,500	0	1,500
Addison County Economic Dev. Corp.	3,500	3,500	3,500	3,500	0	3,500
Holiday Committee	400	400	0	0	0	
Addison County Tax	14,300	14,000	13,427	13,524	13,524	13,600
Chamber of Commerce	0	0	175	175	0	175
Tax Sale/Abatement Expense	0	0	3,439	0	3	0
Miscellaneous	0	0	35	0	0	0
TOTAL DUES, TAXES, CONTRIBUTIONS	29,254	29,907	31,084	29,431	24,259	29,894
% change from previous budget year	-0.5%	2.2%		-1.6%		1.6%
TOTAL EXPENDITURES						
	933,247	926,739	982,096	895,715	475,982	922,799
% change from previous budget year	-0.6%	-0.7%		-3.3%		3.0%
GENERAL OPERATING FUND						
NET SUPPORTED BY TAXES	752,370	753,882	558,788	711,715	270,466	741,747
% change from previous budget year	-0.8%	0.2%		-5.6%		4.2%

PUBLIC WORKS/ HIGHWAY DEPARTMENT	2017-2018 BUDGET	2018-2019 BUDGET	2018-2019	2019-2020 BUDGET	2019-2020	2020-2021 PROPOSED
			ACTUAL draft audit		ACTUAL thru 12/31/2019	

#### REVENUES

<b>DPW/HIGHWAY REVENUES</b>						
State Aid for Highways	96,935	95,850	95,871	95,850	48,791	95,850
Equipment Use - Water Dept	5,000	1,000	0	1,000	1,075	1,000
Garage/sign Rent from Water Dept.	500	500	0	0		0
Miscellaneous	500	500	3,348	2,000	210	2,000
Grant Revenues			9,147	0		0
<b>TOTAL REVENUES</b>	<b>102,935</b>	<b>97,850</b>	<b>108,366</b>	<b>98,850</b>	<b>50,076</b>	<b>98,850</b>
% change from previous budget year	0.9%	-4.9%		1.0%		0.0%

#### EXPENSES

<b>PERSONNEL &amp; INSURANCE</b>						
Salaries	254,383	259,536	237,885	235,034	112,382	239,650
Overtime	23,500	23,500	26,992	25,297	10,453	25,474
FICA/Medicare	21,258	21,531	20,629	20,176	8,822	20,547
Health Insurance	60,641	67,014	74,789	79,998	50,120	93,729
Retirement	21,291	20,992	18,824	19,645	9,266	20,671
Workers Compensation	21,218	24,218	23,378	26,545	22,138	21,398
Disability Insurance	3,000	2,460	1,830	2,179	1,685	2,179
Uniforms	2,000	2,500	1,671	2,500	1,065	2,500
Mileage	400	400	56	400	110	300
Training	600	600	409	400	0	500
Liability Insurance	14,362	12,697	12,862	13,835	11,706	13,006
<b>TOTAL PERSONNEL</b>	<b>422,653</b>	<b>435,448</b>	<b>419,326</b>	<b>426,009</b>	<b>227,748</b>	<b>439,955</b>
% change from previous budget year	5.4%	3.0%		-2.2%		3.3%

GENERAL OPERATING FUND	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021
	BUDGET	BUDGET	draft audit	BUDGET	thru 12/31/2019	PROPOSED
EQUIPMENT						
Supplies	16,000	16,000	12,398	16,000	7,380	16,000
Parts	13,000	13,000	12,501	13,000	11,979	14,000
Tires	6,000	6,000	1,952	6,000	2,448	6,000
Fuels	45,000	45,000	38,278	45,000	13,778	42,500
Oil, Anti-freeze	2,500	2,500	2,422	2,500	2,905	3,000
Purchases/tools	2,600	2,600	790	2,600	415	2,000
Contracted Repairs	13,000	15,000	1,882	13,000	9,359	13,000
Equipment Rentals	500	500	0	500	200	500
TOTAL EQUIPMENT	98,600	100,600	70,223	98,600	48,464	97,000
% change from previous budget year	-3.9%	2.0%		-2.0%		-1.6%
GARAGE						
Supplies	5,500	5,500	5,179	5,500	1,669	5,500
Heating Fuel (East garage)	4,500	4,000	2,190	4,000	0	3,000
Propane (West garage)	3,000	3,000	3,189	4,000	2,700	4,000
Electricity	3,600	3,600	3,689	3,600	1,232	3,600
Telephone	2,100	2,100	2,567	2,100	1,124	2,500
Pagers	1,000	1,000	540	750	270	600
Maintenance	2,500	2,500	2,710	2,500	1,065	3,000
Water Fees	300	300	255	300	73	325
Rubbish Removal	600	600	523	600	230	600
TOTAL GARAGE	23,100	22,600	20,843	23,350	8,363	23,125
% change from previous budget year	0.7%	-2.2%		3.3%		-1.0%
MATERIALS & SERVICES						
Road Gravel	22,000	22,000	22,328	22,000	29,608	22,000
Winter Sand	32,000	32,000	24,165	32,000	32,080	37,000
Salt	50,000	50,000	66,778	55,000	57,663	60,000
Chloride	22,000	22,000	20,000	22,000	0	20,000
Re-paving	0	0	0	0	26,342	0
Cold Patch	1,000	1,000	1,853	1,000	1,056	1,500
Culverts	4,500	4,500	1,509	4,500	11,073	4,500
Signs	4,000	4,000	1,179	4,000	351	2,000
Tree Work	6,000	6,000	5,450	6,000	1,650	6,000
Pavement Markings	1,000	1,000	914	1,000	0	1,000
Sidewalks	17,000	0	0	0	0	0
Guard Rail	2,500	2,500	2,620	3,000	0	4,000
Stone for Ditching	0		1,037	4,000	2,704	4,000
Storm Drainage	1,000	1,000	1,990	1,000	1,158	1,000
Contracted Services	15,000	15,000	15,777	15,000	12,607	18,000
Permits	0	3,000	0	3,000	0	3,000
Miscellaneous	1,000	1,000	729	1,000	0	1,000
TOTAL MATERIALS & SERVICES	179,000	165,000	166,329	174,500	176,292	185,000
% change from previous budget year	2.3%	-7.8%		5.8%		6.0%
TOTAL DPW/HIGHWAY OPERATING EXP.	723,353	723,648	676,721	722,459	460,866	745,080
% change from previous budget year	3.10%	0.04%		-0.16%		3.1%
INDEBTEDNESS						
Stormwater Bond (2010, refi 2012)	34,920	34,920	34,920	34,920	34,920	34,920
USDA Stormwater Bond (2019)						18,894
South Street Bridge Replacement	17,250	16,974	32,643	16,723	15,467	16,471
TOTAL INDEBTEDNESS	52,170	51,894	67,563	51,643	50,387	70,285
% change from previous budget year	3.10%	0.04%		-0.16%		36.1%
TOTAL EXPENSES INCL. BOND	775,523	775,542	744,284	774,101	511,253	815,365
% change from previous budget year	3.10%	0.04%		-0.16%		5.3%
PUBLIC WORKS/HIGHWAY DEPARTMENT						
NET SUPPORTED BY TAXES	672,588	677,692	635,918	675,251	461,177	716,515
% change from previous budget year	3.03%	0.76%		-0.36%		6.1%

GENERAL OPERATING FUND	2017-2018 BUDGET	2018-2019 BUDGET	2018-2019	2019-2020 BUDGET	2019-2020	2020-2021 PROPOSED
			ACTUAL draft audit		ACTUAL thru 12/31/2019	

## ARTS, PARKS AND RECREATION DEPARTMENT

### REVENUES

REVENUES						
Program Registration Fees	55,000	48,000	54,571	55,000	25,332	55,000
Swimming			2,175		12,169	16,000
Town Appropriations - 4 towns	9,000	9,500	9,500	9,500	7,000	9,500
Youth Center Events Income	1,200	2,000	2,288	5,000	3,130	3,800
Pottery Studio Revenues	13,050	13,050	13,055	13,050	6,365	12,500
Holley Hall Events	2,000	3,000	2,290	3,500	1,399	3,500
Hall Rentals (Howden and Holley)	3,000	3,000	3,420	4,000	2,620	5,000
<b>TOTAL REVENUES</b>	<b>83,250</b>	<b>78,550</b>	<b>87,300</b>	<b>90,250</b>	<b>58,015</b>	<b>105,300</b>
% change from previous budget year						
	2.8%	-5.6%		14.9%		16.7%

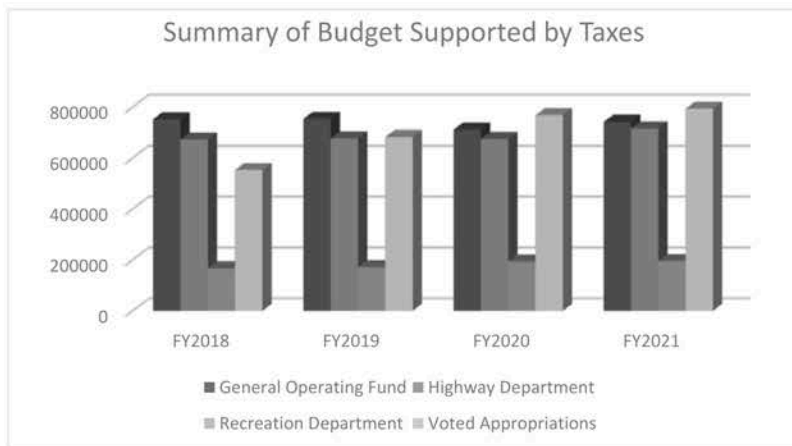
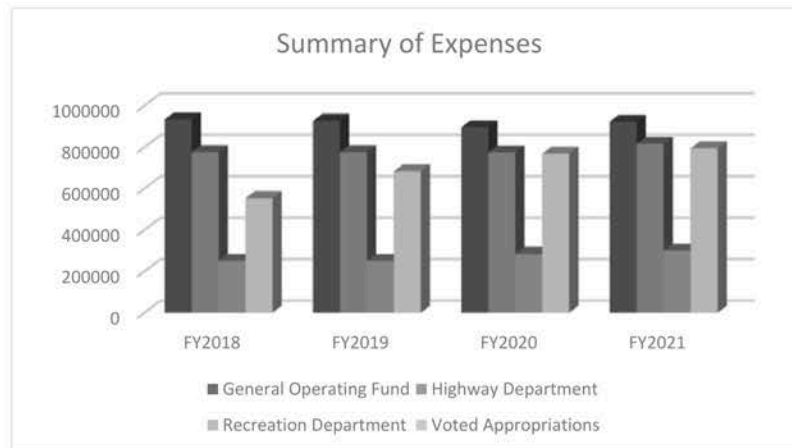
### EXPENSES

GENERAL RECREATION DEPT.						
Labor (director & assistant)	64,993	69,199	61,094	61,470	30,808	62,956
Contracted Labor	500	500	0			
FICA/Medicare	5,010	4,363	4,358	4,764	2,225	4,879
Health Insurance	17,183	9,350	28,307	25,243	18,185	27,480
Retirement	4,874	3,422	5,205	4,610	2,917	4,879
Workers Compensation	1,532	2,260	2,789	3,457	3,038	3,148
Disability Insurance	750	474	863	670	502	670
Liability Insurance	1,500	1,500	0	1,500	0	1,500
Mileage	350	350	9	350	0	200
Training	500	500	1,098	600	589	600
Supplies	1,000	1,000	1,126	900	148	900
Equipment	2,100	6,000	7,627	2,000	17	1,500
Technology/Computers				4,750	804	4,681
Advertising	3,000	2,500	1,091	500	305	500
Facilities Rent	1,000	1,100	1,430	1,100	0	2,000
Postage	350	200	57	100	30	100
Telephone	1,700	1,700	1,593	1,500	730	1,500
Holley Hall Custodial	2,800	2,800	1,200	600	400	800
Printing	2,000	2,000	1,793	2,000	941	2,000
Swimming			3,393		13,974	15,000
Programs	30,000	30,300	37,663	35,000	15,207	32,000
Events	4,500	4,500	1,611	4,400	1,268	3,000
Annual Fees	300	350	53	350	285	350
Miscellaneous	300	300	116	0	100	300
<b>TOTAL GENERAL RECREATION</b>	<b>146,243</b>	<b>144,668</b>	<b>162,476</b>	<b>155,864</b>	<b>92,472</b>	<b>170,943</b>
% change from previous budget year						
	0.8%	-1.1%		7.7%		9.7%

GENERAL OPERATING FUND	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021
	BUDGET	BUDGET	draft audit	BUDGET	thru 12/31/2019	PROPOSED
YOUTH CENTER/SKATE PARK						
Full Time Labor	21,312	34,639	28,734	56,774	25,148	56,860
Part Time Labor	16,697	11,962	14,591	0	0	0
FICA/Medicare	2,908	2,224	3,263	4,400	1,845	4,407
Health Insurance	14,869	9,350	445	17,928	4,951	19,420
Retirement	2,851	1,234	2,501	4,258	1,333	4,407
Workers Compensation	1,532	2,260	2,789	3,457	3,038	3,148
Disability Insurance	370	352	322	623	244	623
Travel	300	400	398	200	77	200
Hub rent to Recreation Club	7,200	7,200	7,200	7,200	4,217	7,200
Supplies	1,000	1,000	965	1,000	779	1,000
Food	2,500	2,500	2,333	200	187	1,000
Heat	2,500	2,000	1,771	2,000	0	2,000
Electricity	1,600	1,600	1,313	1,500	454	1,500
Telephone	1,310	1,300	1,409	1,300	544	1,300
Programs/Workshops	1,800	1,800	1,347	1,800	406	1,500
Water Fees	275	275	272	275	74	325
Trash Disposal	504	250	467	504	215	510
Maintenance	1,000	1,000	551	800	6	800
TOTAL YOUTH CENTER/SKATE PARK	80,527	81,346	70,675	104,219	43,523	106,200
% change from previous budget year	-6.0%	1.0%		28.1%		1.9%
POTTERY STUDIO						
Labor	12,795	12,800	12,795	12,800	7,464	12,800
Supplies	1,000	850	33	850	116	800
Kiln	820	820	419	820	345	600
Heat	100	1,000	606	600	635	600
Electricity	400	400	395	400	149	400
Rent	7,800	7,800	7,800	7,800	4,550	7,800
Telephone	510	510	572	510	224	510
TOTAL POTTERY STUDIO	23,425	24,180	22,620	23,780	13,482	23,510
% change from previous budget year	-2.7%	3.2%		-1.7%		-1.1%
TOTAL EXPENSES						
	250,195	250,194	255,770	283,863	149,477	300,653
% change from previous budget year	-1.8%	0.0%		13.5%		5.9%
ARTS, PARKS, & RECREATION DEPT.						
NET SUPPORTED BY TAXES	166,945	171,644	168,471	193,613	91,462	195,353
% change from previous budget year	-3.9%	2.8%		12.8%		0.9%

GENERAL OPERATING FUND	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021
	BUDGET	BUDGET	draft audit	BUDGET	ACTUAL thru 12/31/2019	PROPOSED
VOTED APPROPRIATIONS						
VOTED APPROPRIATIONS						
Capital Equipment Fund	95,000	100,000	100,000	110,000	110,000	135,000
Capital Sidewalks Fund		35,000	52,000	35,000	35,000	35,000
Capital Fire Equipment Fund	25,000	25,000	25,000	25,000	25,000	25,000
Capital Fire Vehicle Fund	[\$58,303]*	70,000	70,000	100,000	100,000	100,000
Capital Technology Fund	5,000	5,000	5,000	10,000	10,000	7,000
Capital Building Fund	30,000	30,000	30,000	30,000	30,000	30,000
Capital Road Fund - Construction	40,000	40,000	40,000	40,000	40,000	40,000
Reappraisal Fund	0	0	0	5,000	5,000	5,000
Capital Road Fund - Paving	100,000	100,000	100,000	125,000	125,000	125,000
Lawrence Memorial Library (Article 15)	135,073	137,872	137,872	140,340	81,865	144,248
Conservation Reserve Fund	10,000	10,000	10,000	10,000	10,000	10,000
Bristol Recreation Club	15,000	15,000	15,000	15,000	15,000	15,000
Bristol Town Band	1,200	1,200	1,200	1,200	1,200	1,200
Bristol Cemetery Association (Article 16)	7,000	22,000	22,000	29,000	29,000	29,000
Bristol Fourth of July Committee	6,000	6,000	6,000	6,000	6,000	6,000
Bristol Historical Society	2,500	2,500	2,500	2,500	2,500	2,500
Bristol Rescue Squad	13,500	13,500	13,500	13,500	13,500	13,500
Charter House		2,100	2,100			
Elderly Services	2,200	2,200	2,200	2,200	2,200	2,200
Age Well (formerly CVAA)	2,700	2,700	2,700	2,700	2,700	2,700
Helping Overcome Poverty's Effects (HOPE)	3,250	3,250	3,250	3,250	3,250	3,250
John Graham Shelter	1,400	1,400	1,400	1,400	1,400	1,400
Counseling Service Addison County	3,875	3,875	3,875	3,875	3,875	3,875
Addison County Home Health & Hospice	4,700	4,700	4,700	4,700	4,700	4,700
Addison County Parent Child Center	4,800	4,800	4,800	4,800	4,800	4,800
Bristol Little League	2,000	2,000	2,000	2,000	2,000	2,000
Hospice Volunteer Services	1,200	1,200	1,200	1,200	1,200	1,200
Bristol Family Center	4,000	4,000	4,000	4,000	4,000	4,000
WomenSafe	3,500	3,500	3,500	3,500	3,500	3,500
New Haven River Watch	300	300	300	300	300	300
Vermont Adult Learning	1,650	1,650	1,650	1,650	1,650	1,650
Retired Senior Volunteer Prog.	750	750	750	750	750	750
Bristol After School Kid's Program	1,275	1,275	1,275	1,275	1,275	1,275
Addison County Transit Resources	11,306	11,306	11,306	11,306	11,306	11,306
Open Door Clinic	1,000	1,000	1,000	1,000	1,000	1,000
Northeast Addison TV (NEAT)	3,500	3,500	3,500	3,500	3,500	3,500
Bristol CORE	10,000	10,000	10,000	10,000	10,000	10,000
Addison County Readers Program	2,000	2,000	2,000	2,000	2,000	2,000
Addison County Humane Society / Homeward E	1,000	1,000	1,000	1,000	1,000	1,000
Addison County Restorative Justice	1,150	1,150	1,150	1,150	1,150	1,150
Turning Point Center of Addison County (Article 17)				1,500	1,500	3,000
Habitat for Humanity of Addison County				1,500	1,500	
TOTAL VOTED APPROPRIATIONS	552,829	682,728	699,728	768,096	709,621	794,004
% change from previous budget year	3.8%	23.5%		12.5%		3.4%

GENERAL OPERATING FUND	2017-2018	2018-2019	2018-2019	2019-2020	2019-2020	2020-2021
	BUDGET	BUDGET	ACTUAL draft audit	BUDGET	ACTUAL thru 12/31/2019	PROPOSED
SUMMARY OF NON-TAX REVENUES						
General Operating Fund	180,877	172,857	423,308	184,000	205,516	181,052
Public Works/Highway Department	102,935	97,850	108,366	98,850	50,076	98,850
Arts, Parks, & Recreation Department	83,250	78,550	87,300	90,250	58,015	105,300
GRAND TOTAL NON-TAX REV.	367,062	349,257	618,973	373,100	313,607	385,202
% change from previous budget year	1.0%	-4.9%		6.8%		3.2%
SUMMARY OF EXPENDITURES						
General Operating Fund	933,247	926,739	982,096	895,715	475,982	922,799
Public Works/Highway Department	775,523	775,542	744,284	774,101	511,253	815,365
Arts, Parks, & Recreation Department	250,195	250,194	255,770	283,863	149,477	300,653
Voted Appropriations	552,829	682,728	699,728	768,096	709,621	794,004
Fire Capital Vehicle Fund Appropriation	[\$70,000]	[\$70,000]		[\$100,000]		[\$100,000]
GRAND TOTAL EXPENDITURES	2,511,794	2,635,203	2,681,878	2,721,775	1,846,334	2,832,821
% change from previous budget year	-1.1%	4.9%		3.3%		4.1%
SUMMARY OF AMOUNT SUPPORTED BY TAXES						
General Operating Fund	752,370	753,882	558,788	711,715	270,466	741,747
Public Works/Highway Department	672,588	677,692	635,918	675,251	461,177	716,515
Arts, Parks, & Recreation Department	166,945	171,644	168,471	193,613	91,462	195,353
Voted Appropriations	552,829	682,728	699,728	768,096	709,621	794,004
Fire Capital Vehicle Fund Appropriation	[\$70,000]	[\$70,000]		[\$100,000]		[\$100,000]
TOTAL SUPPORTED BY TAXES	2,144,732	2,285,946	2,062,905	2,348,675	1,532,726	2,447,619
% change from previous budget year	-1.4%	6.6%		2.7%		4.2%





## FIVE YEAR COMPARISON OF FUNDS RAISED BY TAXES

	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<i>Proposed</i> <u>2020-2021</u>
General	\$758,266 32.70%	\$752,524 -0.76%	\$753,882 0.18%	\$711,716 -5.59%	\$741,747 4.22%
Highway	\$652,814 7.42%	\$672,289 2.98%	\$677,691 0.80%	\$675,251 -0.36%	\$716,515 6.11%
Recreation	\$173,758 0.30%	\$166,945 -3.92%	\$171,645 2.82%	\$193,613 12.80%	\$195,353 0.90%
Appropriations	\$532,377 2.34%	\$547,829 2.90%	\$682,728 24.62%	\$768,096 12.50%	\$794,004 3.37%
Local Agreement	\$16,290 1.67%	\$17,185 5.49%	\$12,455 -27.52%	\$12,315 -1.12%	\$12,315 0.00%
Fire Vehicle Capital Fund	\$58,003 0.73%	\$58,003 0.00%	\$0 -100.00%	\$0 0.00%	\$0 0.00%
<b>Total General Fund</b>	<b>\$2,191,508</b> 12.61%	<b>\$2,214,775</b> 1.06%	<b>\$2,298,401</b> 3.78%	<b>\$2,360,991</b> 2.72%	<b>\$2,459,934</b> 4.19%
Police District	\$363,049 5.02%	\$425,862 17.30%	\$422,974 -0.68%	\$421,369 -0.38%	\$403,020 -4.35%

Note: Percentage figures beneath each item represent the change from the previous year.

## THREE YEAR TAX RATE COMPARISON

<u>Grand List:</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>%Change</u> <u>Previous Year</u>
Municipal Grand List	\$2,915,930	\$3,288,720	\$3,345,580	1.73%
Police District Grand List	\$1,160,444	\$1,329,292	\$1,344,126	1.12%
State Education Grant List				
Homestead Grand List	\$1,860,975	\$2,038,669	\$2,175,460	6.71%
Non-Residential Grand List	<u>\$1,053,795</u>	<u>\$1,259,995</u>	<u>\$1,177,217</u>	-6.57%
Total Education Grant List	\$2,914,770	\$3,298,664	\$3,352,677	1.64%
Common Level of Appraisal	89.62%	100.73%	96.60%	
<b><u>Municipal Tax Rates</u></b>				
General	\$0.2581	\$0.2292	\$0.2127	-7.20%
Highway	\$0.2307	\$0.2061	\$0.2018	-2.09%
Recreation	\$0.0573	\$0.0522	\$0.0579	10.92%
Appropriations	\$0.1896	\$0.2076	\$0.2296	10.60%
Local Agreements (voted exemptions)	\$0.0059	\$0.0038	\$0.0037	-2.63%
Fire Vehicle Capital Fund	<u>\$0.0200</u>	<u>\$0.0000</u>	<u>\$0.0000</u>	
<b>Total Municipal Tax Rate</b>	<b>\$0.7616</b>	<b>\$0.6989</b>	<b>\$0.7057</b>	0.97%
<b><u>Police District Tax Rates</u></b>	<b>\$0.3635</b>	<b>\$0.3182</b>	<b>\$0.3135</b>	-1.48%
<b><u>Education Tax Rates</u></b>				
Homestead Rate	\$1.7566	\$1.5270	\$1.6096	5.41%
Non-Residential Rate	\$1.6804	\$1.5650	\$1.5824	1.11%
<b><u>Total Tax Rates</u></b>				
Homestead outside Police District	<b>\$2.5182</b>	<b>\$2.2259</b>	<b>\$2.3153</b>	4.02%
Homestead within Police District	<b>\$2.8817</b>	<b>\$2.5441</b>	<b>\$2.6288</b>	3.33%
Non-Residential outside Police District	<b>\$2.4420</b>	<b>\$2.2639</b>	<b>\$2.2881</b>	1.07%
Non-Residential within Police District	<b>\$2.8055</b>	<b>\$2.5821</b>	<b>\$2.6016</b>	0.76%

# Delinquent Tax Report

As of January 12, 2020

<u>Location</u>	<u>Amount</u>	
66 Estey Road	\$ 285.32	
175 Thomas Drive	\$ 208.60	*
1811 Meehan Road	\$ 2,991.20	*
460 Ireland Road	\$ 1,998.07	*
225 Choiniere Road	\$ 2,755.24	*
200 Choiniere Road	\$ 1,351.12	*
648 South 116 Road	\$ 804.21	*
Hewitt Road	\$ 710.59	
367 Briggs Hill Road	\$ 937.24	
446 Carlstrom Road	\$ 2,300.15	
33 Carterville Road	\$ 1,303.00	*
2883 Lower Notch Road	\$ 8,907.98	
1 Maple Ridge Trailer Park	\$ 175.54	
8 Maple Ridge Trailer Park	\$ 203.44	*
25 Lower Meadow Lane	\$ 4,685.07	*
35 Morgan Horse Lane	\$ 107.50	*
52 Morgan Horse Lane	\$ 5.24	
28 Hermit Thrush Lane	\$ 514.01	
140 Morgan Horse Lane	\$ 2,970.57	*
166 Morgan Horse Lane	\$ 1.21	
240 Morgan Horse Lane	\$ 1,186.47	*
81 West Street	\$ 1,386.93	
32 West Street	\$ 36.35	
8 North Street	\$ 6,253.83	*
125 Basin Street	\$ 365.56	
11 Red Clover Lane	\$ 706.18	
27 Main Street	\$ 32.75	
<b>Total Delinquent Taxes</b>	<b>\$ 43,183.37</b>	
2016/2017 Delinquent Taxes	\$ 4,329.21	
2017/2018 Delinquent Taxes	\$ 7,080.91	
2018/2019 Delinquent Taxes	\$ 33,447.26	

\*All of these locations have a current payment arrangements in place

## FINANCIAL AUDIT

An audit for fiscal year end June 30, 2019 was completed by Sullivan, Powers & Co. CPA, and is posted on the Town's website ([www.bristolvt.org](http://www.bristolvt.org)). Copies are available upon request.

### BONDS AND NOTES PAYABLE

<u>Governmental Activities:</u>	<u>Principal Balances 6/30/19</u>	
2010 Holley Hall/Waterline Bond, Vermont Municipal Bond matures Dec. 1, 2030, net interest of 2.620% Annual principal payments of \$40,000.	\$430,000	\$410,000 H.H \$ 20,000 Water
2012 Bristol Stormwater Improvement General Obligation ARI-026, matures Oct. 1, 2031, net interest of 2.00%. Annual principal payments of \$37,180.24.	\$396,280	
<del>2011 Holley Hall People's United Bank</del> <del>Principle payments of \$10,000, interest rate of 1.7%</del>	<del>\$30,000</del>	
South Street Bridge Line of Credit People's United Bank	\$65,773	
2017 Fire Facility Bond National Bank of Middlebury Annual principle payments of \$98,200, interest of 1.54%	\$2,598,379	
<del>2017 Revolving Loan Fund Note to pay for Holley Hall</del> <del>Acoustics grant match. Annual principle payment of \$5,000,</del> <del>Interest rate of 1%</del>	<del>\$25,000</del>	
<b>Subtotal Governmental Activities:</b>	<b>\$3,490,432</b>	
<u>Business-Type Activities:</u>		
2012 USDA Refinance of Water and Sewer Construction bonds. Water portion matures Dec. 2036. Sewer portion matures Dec. 2023, 3.93%, annual principal payments of \$9,813.35 sewer and \$34,760.60 water.	\$752,237	\$696,80 water \$55,433 sewer
Preliminary Engineering for West Street project. Interest 0%, Principal payments of \$8,800 due annually, September 1, 2020 ending September 1, 2024	\$44,000	
West Street Waterline Project Line of Credit People's United Bank, to be financed through the USDA with Payments split between the general fund and the water fund	\$828,034	\$256,690 Stormwater \$571,344 Water
<b>Subtotal Business-Type Activities:</b>	<b>\$1,624,271</b>	
<b>TOTAL SHORT AND LONG TERM OBLIGATIONS:</b>	<b>\$5,114,703</b>	

## CHANGES IN FUND BALANCES REPORT

	<u>June 30, 2018</u>	<u>June 30, 2019</u>
<u>TOWN GENERAL FUND:</u>	\$340,980	\$747,708
	This includes Sale of Stoney Hill (\$310,566) and A. Johnson Estate money (\$103,009)	
<u>REVOLVING LOAN FUND</u>		
Cash Available for Lending	\$159,271	\$250,579
Loans Receivable	\$482,822	\$404,872
Revolving Loan Fund Balance	\$642,093	\$655,451
<u>WATER DISTRICT FUNDS:</u>		
		Combine with building reserve fund
Water District Equipment Reserve Fund	\$3,994	
Water District Building Reserve Fund	(\$750)	\$108,809
Water District Fund Balance	\$635,432	\$613,094
<u>SEWER DISTRICT FUNDS:</u>		
Sewer Department Equipment Reserve Fund	\$21,324	\$21,838
Sewer District Fund Balance	\$234,329	\$226,005
<u>POLICE DISTRICT FUNDS:</u>		
Police District Vehicle Replacement Reserve Fund	\$18,649	\$27,579
Police District Capital Equipment Reserve Fund	\$10,759	\$12,746
Police District Fund	\$61,699	\$75,268
<u>MISCELLANEOUS DEDICATED FUNDS:</u>		
Flood Relief Fund	\$2,319	\$2,328
Lister Education Grant Fund	\$2,913	\$2,918
Martha Parker Fund (cannot use \$17,700 principal)	\$17,994	\$18,067
Records Restoration Fund	\$30,806	\$24,952
Recreation Department Scholarship Fund	\$4,375	\$5,055
Holley Hall Accoustics Fund	\$924	\$485

Note: These numbers reflect accumulated depreciation, fixed assets and long-term debt liabilities.

## CAPITAL RESERVE FUNDS REPORT

### **CAPITAL BUILDING RESERVE FUND:**

June 30, 2018 Balance	\$ 105,111
FY19 Voted Appropriation	\$ 30,000
Additional Appropriation per Article 7 Town Meeting 2019	\$ 50,000
Interest Income	\$ 335
Expenditures	\$ (7,353)
June 30, 2019 Balance	\$ 178,093

FY 2019 expenses consisted of painting the Library steps, a Holley Hall lock system update as well as some building maintenance for Holley Hall.

### **HOWDEN HALL CAPITAL BUILDING RESERVE FUND:**

June 30, 2018 Balance	\$ 1,220
Interest Income	\$ 2
Expenditures	\$ (0)
June 30, 2019 Balance	\$ 1,222

### **PEVERILL PEAKE FUND:**

June 30, 2018 Balance	\$ 4,521
Interest Income	\$ 8
Expenditures	\$ (0)
June 30, 2019 Balance	\$ 4,529

This fund was created as the result of a bequest of approximately \$59,000 from the late Peverill Peake to the Town for use in the improvement, renovation and maintenance of Holley Hall.

### **CONSERVATION RESERVE FUND:**

June 30, 2018 Balance	\$ 48,803
FY18 Voted Appropriation	\$ 10,000
Interest Income	\$ 80
Expenditures	\$ (10,203)
June 30, 2019 Balance	\$ 48,860

FY 2019 expenses were to design, purchase and install a sign located on the Bristol Trail Network for the Coffin Factory. They also included repairs/upgrades to Eagle Park.

### **FIRE CAPITAL EQUIPMENT RESERVE FUND:**

June 30, 2018 Balance	\$ 75,953
FY19 Voted Appropriation	\$ 25,000
Interest Income	\$ 128
Donations	\$ 205
Expenditures	\$ (17,965)
June 30, 2019 Balance	\$ 83,321

FY 2019 expenses included the replacement of a rescue saw, sets of Personal Protective Gear, and Self-Contained Breathing Apparatus Cylinders.

**FIRE CAPITAL VEHICLE RESERVE FUND:**

June 30, 2018, Balance	\$ 174,456
FY19 Voted Appropriation	\$ 70,000
Sale of Equipment	\$ 0
Interest and Miscellaneous Income	\$ 589
Expenditures	\$ (0)
June 30, 2019 Balance	\$ 245,045

**CAPITAL ROAD FUND:**

June 30, 2018 Balance	\$ 205,042
FY19 Voted Appropriation	\$ 40,000
Interest Income	\$ 395
Expenditures	\$ (97,111)
June 30, 2019 Balance	\$ 148,326

FY 2019 expenses went toward the Town's inclusion towards the West Street waterline repair project. It also included work completed along Maple Street.

**CAPITAL PAVING FUND:**

June 30, 2018 Balance	\$ (53,955)
FY19 Voted Appropriation (including Water contribution)	\$ 102,100
Grant Funds Received	\$ 114,713
Interest Income	\$ 78
Expenditures	\$ (110,075)
June 30, 2019 Balance	\$ 52,861

FY 2019 expenses were related to paving North Street from the intersection of Plank Road through the intersection of School Street.

**HIGHWAY CAPITAL EQUIPMENT RESERVE FUND:**

June 30, 2018 Balance	\$ 20,138
FY19 Voted Appropriation	\$ 100,000
Sale of Equipment	\$ 1,000
Interest and Miscellaneous Income	\$ 72
Expenditures	\$ (26,860)
June 30, 2019 Balance	\$ 94,350

FY 2019 were a new chloride trailer and a new roadside mower. The sale of the old roadside mower took place in FY 2020.

**REAPPRAISAL RESERVE FUND:**

June 30, 2018 Balance	\$ 93,160
FY19 Voted Appropriation	\$ 0
Act 60 Annual Support	\$ 15,818
Interest Income	\$ 291
Expenditures	\$ (1,816)
June 30, 2019 Balance	\$ 107,452

In FY 2019 there were some final expenses for the re-appraisal.

**SIDEWALK RESERVE FUND:**

June 30, 2018 Balance	\$ 0
FY19 Voted Appropriation	\$ 5,000
Interest Income	\$ 1
Expenditures	\$ (47,538)
June 30, 2019 Balance	\$ 4,462

In FY 2019 this was to replace the east side Maple Street sidewalk from the intersection of Maple Street and West Street to the intersection of Maple Street and Pleasant Street.

**TECHNOLOGY RESERVE FUND:**

June 30, 2018 Balance	\$ 3,418
FY19 Voted Appropriation	\$ 5,000
Interest Income	\$ 4
Expenditures	\$ (7,315)
June 30, 2019 Balance	\$ 1,107

FY 2019 purchases include replacing computers at the Fire Department and purchasing a firewall for the Town Offices.

**POLICE VEHICLE RESERVE FUND:**

June 30, 2018 Balance	\$ 18,649
FY19 Voted Appropriation	\$ 12,500
Interest Income	\$ 33
Expenditures	\$ (3,603)
June 30, 2019 Balance	\$ 27,579

FY 2019 expenses include the last of the expenses to finish detailing the new cruiser.

**POLICE EQUIPMENT RESERVE FUND:**

June 30, 2018 Balance	\$ 10,759
FY19 Voted Appropriation	\$ 3,000
Interest Income	\$ 19
Other Income	\$ 126
Expenditures	\$ (1,158)
June 30, 2019 Balance	\$ 12,746

FY 2019 purchases include replacing a computer for the department.

# TOWN DEPARTMENTS



## **BRISTOL SELECTBOARD and TOWN ADMINISTRATOR ANNUAL REPORT**

This is the second year we decided to combine our reports because we would, more or less, be covering the same topics as we reflect on FY2019 and look ahead at FY2020. So, rather than two reports covering the same ground, this annual report brings them together into one.

### **Transitions**

More transitions marked this past year as we wished several long-time colleagues and staff well and welcomed new ones.

After more than seven years with the Bristol Police Department, Joshua Otey resigned in March 2019 to pursue other opportunities. Matthew Collins joined the Department in March as a part-time Officer. And part-time Officer Jori Fairbanks was promoted to full-time Police Officer in May. Sergeant Randy Crowe was recognized for 25 years of service in June and departed from the Department in the fall of 2019.

Brian LaClair resigned as the Hub Teen Center Director in January to become the Recreation Director for the Town of Fairfax. Taylor Welch came on board as the Hub Youth Center Director in April.

Mark Bouvier was welcomed as Bristol's new Lister in March and he hit the ground running.

### **Emergency Management Planning and Preparedness**

A lot of focus has been on emergency preparedness this past year and is expected to continue going forward. The Local Emergency Management Plan (LEMP) was updated and adopted in May and put to the test during a tabletop exercise in August, facilitated by Max Kennedy from Vermont Emergency Management. Representatives from the Town Office, Police Department, Fire Department, Recreation Department, Public Works Department, and Bristol Rescue participated. For many, it was the first time in years—if ever—everyone got together for such an occasion and all thought it was worthwhile and should happen more often. The exercise also helped identify areas where our LEMP could be improved.

The LEMP was put to the test again when the Town of Bristol was one of more than a dozen municipalities, state agencies, and others who participated in a state-wide catastrophic exercise modeled after Tropical Storm Irene over the course of three days. Bristol opened its Emergency Operation Center (EOC) all day October 23 and half day October 24 and played through various emergency response scenarios and communications. Additional valuable insights were gleaned from the exercise.

Bristol is very fortunate to have Peter Coffey serving as Deputy Emergency Management Director (EMD) and Mark Bouvier serving as Public Information Officer (PIO). They have let it be known, however, that the time may be soon approaching when they will not be seeking reappointment, which means we will probably be seeking new Bristol-area residents to fill those critical roles.

## **Bristol VT-Alert**

Bristol now has an account on VT-Alert, a state-wide system for emergency notifications. The system can be used to notify Bristol residents and businesses in a timely way of such things as water line repairs, boil water notices, road closures, issues with the sewer system, or other emergency situations. This is a voluntary program, and people can choose what kind of notifications they wish to receive and how they would like to receive them (e-mail, text, or phone message messages). All Bristol residents and business owners are encouraged to sign up. Visit [www.vtalert.gov](http://www.vtalert.gov) or contact the Bristol Town office at (802) 453-2410 or [clerk@bristolvt.org](mailto:clerk@bristolvt.org) for more information.

## **Halloween Storm – Disaster Declaration**

Halloween night this past year was one to remember. A heavy downpour early in the evening challenged trick or treaters, persisted through the night, and resulted in considerable damage to public and private property throughout the state. In Bristol, several roads, culverts, and ditches were washed out, and the Eagle Park universal fishing platform was heavily damaged—again. In December, the event was declared a federal natural disaster, which means the Town will be able to seek reimbursement through FEMA for damages.

Mountain Street and Spring Street also took a hit from the heavy downpour that overtook the culverts and flowed through several properties. A grant application was submitted to the Better Roads Program in December, seeking funds to upgrade the intake and culverts.

Grant funding is also being explored through the Natural Resources Conservation Service Emergency Watershed Protection Program (NRCS EWP) to assist at least two private property owners whose properties suffered damage that threatens to undermine one or more structures.

## **Stormwater Management**

With assistance from the Addison County Regional Planning Commission and funding from an Environmental Restoration Program grant, Watershed Consulting was hired to develop a stormwater master plan for the Village. After considerable data gathering and input from the



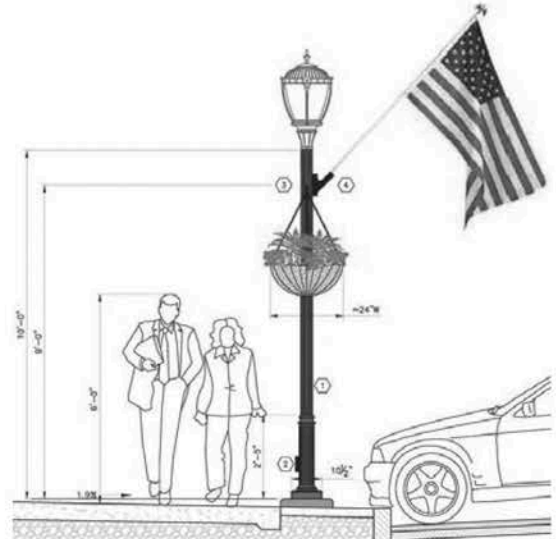
Stormwater Management Steering Committee (ACRPC reps., Valerie Capels, Eric Cota, Katie Raycroft-Myer, Kristen Underwood), four sites were selected as priorities to pursue 30% designs: subsurface stormwater infiltration chambers at (1) School Street/Town Green, (2) North Street/Town Green, and (3) Bristol Elementary School playgrounds, and (4) West Street dry wells. Each approach is intended to capture stormwater to infiltrate into the ground, trapping sediment and pollutants from being carried to the New Haven River.

The West Street dry well project coincided with drainage improvements the Selectboard and the Public Works Department were already planning in that area to complete before VTrans comes through and paves Route 116/17 in 2020. Not only were those projects successfully completed, additional dry wells were also installed on East Street to address chronic drainage issues before the paving project comes through, and critical water system repairs were accomplished. They were all funded through the Capital Roads Reserve Fund. Masterson Excavation will be returning in the spring to restore the work sites.

### **Main Street Lighting and Sidewalk Improvement Project/VTrans Paving Project**

In addition to the \$100K Vermont Downtown Transportation Fund grant we received last year, an additional \$42K came along through the VTrans Bicycle & Pedestrian Program to fund improvements to the south side of the Main Street sidewalk.

While working with VTrans to coordinate the Main Street Lighting and Sidewalk Project with their plans to pave Route 116/17 from the Lord's Prayer Rock to Airport Drive in 2020, VTrans officials were very agreeable to merging our project with theirs and putting them out to bid as one package, with Bristol's sidewalk and lighting project defined as "non-participating." Advantages would include: eliminate project conflicts; VTrans would pay for construction inspection, site lighting for night work, a public relations/outreach liaison, traffic control, bidding, some materials, and contract management; consolidated disruption to Main Street businesses, residents, and patrons; and, in theory, more favorable bid results. Although Bristol needed to pay more in engineering to bring the plans up to VTrans specifications, we expected to see significant savings elsewhere.



Of the three bids VTrans received, J. Hutchins was the low bidder for the paving part of the project, but the *highest* bidder for the "non-participating" project, coming in at \$458K — \$80K more than the engineers' estimates. VTrans was obligated to accept the low bid for their project. Separating the project and putting the Main Street Lighting and Sidewalk project out to bid separately was not a practical option and, when adding back in the elements that were going to be paid by VTrans, nothing would be gained. The project engineer, DuBois & King, will be working with J. Hutchins to explore where costs can be reduced. The Town intends to pay for the project with a combination of the Sidewalk Reserve Fund, Capital Roads Fund, and undesignated proceeds from the sale of the properties behind the Fire Station to Stoney Hill Properties, LLC and Charlie Rose Properties. **Article 11** asks voters whether to authorize the

use of \$30K of the undesignated fund balance to supplement the \$35K budgeted for the Sidewalk Reserve Fund to help offset these costs.

The lighting and sidewalk project is expected to begin as early in the season as possible. Construction would include complete replacement of the southerly sidewalk, replacement and re-wiring of the ornamental streetlights, replacement of the crumbling brick areas with stamped concrete, resetting the granite curbing, improving the crosswalk across from the National Bank of Middlebury, and addition of a new ADA parking space near the laundromat. It is not yet known what sequence the contractor intends to follow. In an effort to complete the project as quickly as possible, the contractor has been authorized to work at night. This would also provide for temporary night lighting while the streetlights are removed. DuBois & King estimates that the sidewalk and lighting project can be completed in about a month. This would then be followed by the paving project through town. Efforts will be made to minimize the disruption and inconvenience to the merchants, patrons, and residents during this time.

### **Sidewalks and Street Trees**

#### Mountain Street

Approximately 530 feet of sidewalk on Mountain Street between Garfield and Spring Streets was planned to be replaced this past summer and three bids were received. Sargent Concrete and Construction was awarded the contract, but they encountered an unexpected shortage of workers for the job. Things are on track now for the project to be done at the first opportunity this spring.

#### Maple Street Follow-Up

Two autumn blaze and one sugar maple were planted on Maple Street following the sidewalk project completed the previous fall.

#### Stoney Hill Sidewalk Scoping Study

With a grant through the Addison County Regional Planning Commission, DuBois & King was selected among three firms who responded to the ACRPC's request for proposals to undertake a scoping study for a new sidewalk up Stoney Hill from Lovers Lane to Airport Drive. They will examine the site conditions of the area (slopes, utilities, archaeological sensitivity, etc.), potential alignments, and potential conflicts, and will seek input from the community. Stay tuned for an announcement of a public concerns meeting in 2020.

### **Emerald Ash Borer**

On a lovely day in early June, we received a call from Elise Schadler, Program Manager with the Vermont Department of Forests, Parks and Recreation Urban & Community Forestry Program, to break the news that the emerald ash borer (EAB) had been found in Bristol on a dead ash tree on North Street--the first confirmed siting in the Champlain Valley and possibly the first urban (village) street tree reported in Vermont. Other sitings in Vermont had been in woodland settings. A public information meeting was held on the evening of July 23 featuring several expert speakers to talk with attendees from Bristol, Ferrisburgh, Middlebury, Monkton, Ripton, and Starksboro and viewers on NEATV about the EAB and ways to go about dealing with it.

In the year ahead, the Town will be looking for volunteers to help with inventorying the location of ash trees on Town properties, including all parks and along Town roads, and come up with a strategic management plan for either their protection or removal.

### **Buildings and Parks**

#### Howden Hall Paint Job

Howden Hall received a long-awaited top-to-bottom paint job, thanks to the Always Quality Painting team. The colors of the bell house were brought up to date to match the hall, and the coach house is expected to be repainted this coming year. Many thanks to Ted Lylis for helping to coordinate that project.

#### Holley Hall Maintenance

A section of the roof of Holley Hall will need some attention this spring to fix a leak, and the front porch and steps will need to be replaced.

#### Memorial Park Improvements

We want to acknowledge the efforts of Porter Knight and the Conservation Commission to marshal resources—human, financial, and otherwise—for improving Memorial Park. They disassembled the rickety wooden stairway and continue to search out funding to improve access, the trails, and the bridge.

### **Public Works Facility Site and Needs Analysis**

A request for proposals was issued late in the year for professional services to evaluate the current and future operational needs of the Public Works Department at their facility located at 80 Pine Street; develop a space, site, and cost analysis and conceptual plans for recommended improvements; and produce a cost-effective and realistic plan for addressing the Public Works Department's current and long-term needs. RFP responses are due in early February. A presentation to the Selectboard of their findings and recommendations is expected in summer 2020.

### **Class 4 Road and Winter Maintenance Policies**

The Selectboard began discussions earlier this year about establishing policies that articulate priorities for maintenance of Class 4 roads and winter road maintenance practices, including sidewalks. More discussion will happen in 2020 and the Selectboard will be seeking the public's input.

### **Stoney Hill Business Park, Housing Project, and Infrastructure**

The Town continued to collaborate with Stoney Hill Properties, LLC to complete the infrastructure on Firehouse Drive and ultimately to see the development of a business park on the property behind the Fire Station.

One of the conditions of the sale of the Town-owned land behind the Fire Station to Stoney Hill Properties, LLC was that the Town would complete construction of the infrastructure (power, sidewalk, roadway, drainage, telephone and data lines, etc.) from West Street to the Stoney Hill property line by December 31, 2019. Failure to do so would release Stoney Hill Properties' obligation to pay the \$86,100 balance due of the total purchase price. The original plan was to



piggyback the construction with either the housing or business park construction to maximize efficiencies and cost savings and minimize disruption, but that was not going to happen before the December 31, 2019 deadline. Various estimates were received, and the construction value of the infrastructure was determined to be approximately \$80,000. The Town would “pay” this to Stoney Hill Properties now to cover those costs for construction at some point in the future. In this way both the Town and Stoney Hill Properties will be able to meet their obligations and Stoney Hill Properties would pay the Town the \$6,100 balance.

Meanwhile, the Stoney Hill Housing project is shovel-ready and the pressure for Stoney Hill Properties, LLC to proceed with development of the business park continued to increase in order to provide suitable commercial space in time for at least one existing Bristol business to expand into or risk needing to move elsewhere to expand its facility and workforce.

One factor that has held up progress is that the cost of new construction would result in commercial space and housing units at higher prices per square foot than would be affordable. To help bring the construction costs down, the Town of Bristol applied to the Northern Border Regional Commission (NBRC) in August for a 50% grant up to \$500,000 to construct the infrastructure from West Street along Firehouse Drive into the business park. Stoney Hill Properties, LLC would be responsible for all matching and other costs and this extension of Firehouse Drive would need to be owned by the Town. Word was received in late September that the grant application was fully funded! Work is now underway to meet the grant agreement conditions and procure engineering services to develop the infrastructure plans and bid documents.

### **Police Department / Union Negotiations**

Police union contract negotiations dragged on through 2019 while the Town Attorney and the New England Police Benevolent Association (NEPBA) representative tried to reconcile the various drafts and edits into a final document. This was finally accomplished and the Police Department union representative approved it in October. The proposed contract is now before the Selectboard for review.

The Police Department is currently located in rental space at the Bristol Works! campus on Munsill Avenue. The 10-year lease term is up in 2023. Early concepts of the Fire Station site on West Street included co-locating the Police Station there. Efforts will need to begin soon to explore options for either maintaining the Police Station in its current rented location or moving it to a new facility near the Fire Station.

### **Bristol CORE and Collaborations**

The Town continues to work closely with Bristol CORE to support Bristol’s designated downtown and promote Bristol’s amazing assets. For example, Bristol CORE teamed up with representatives from the Bristol Recreation Club, Conservation Commission, Town staff, and others to develop a grant application the Town submitted to the Vermont Outdoor Recreation Economic Collaborative for funds to (1) map Bristol’s recreational assets (parks, trails, waterways); (2) design and purchase comprehensive wayfinding signage, including the three key town entrance signs, outdoor recreation sites and facilities, and key community buildings and recreational spaces; and (3) promote Bristol’s recreational opportunities with creation of an

overarching marketing plan encompassing branding of the community as a recreational destination, improved Internet presence, improved wayfinding signage (above), physical media, and events promotion.

### **Andrew Johnson Bequest**

In September 2018, the Town of Bristol received a check in the amount of \$103,008.83 from the estate of long-time resident and business owner Andrew Johnson. Owner of the A. Johnson Lumber Company in Bristol, he also served on the Bristol Selectboard, the Addison County Regional Planning Commission, and the Mount Abraham Union High School board. The bequest came with no conditions or caveats, so the Selectboard reached out to the community for suggestions about what to do with it. More than 70 suggestions were received from at least 50 different people. At their January 21, 2019 meeting, the Selectboard voted to invest the money and use the interest only to fund trees, trails, and forest-related projects that evoke the memory of Andrew Johnson every year. If one year the Selectboard decides not to use the interest and reinvest it, then at least talk about it and take the opportunity to remember Andrew Johnson and his generosity.

### **Selectboard Transition and Liaisons to Departments**

Selectboard member Ted Lylis resigned from the Selectboard in September. After interviewing six Bristol residents who stepped forward seeking appointment to the vacant seat, the Selectboard decided to have voters decide at a special election held on December 3. It was a very close race: Ian Albinson was elected with 332 votes; Eric Carter was narrowly defeated with 320 votes.

<b>Department</b>	<b>Liaison</b>
Fire	Ian Albinson
Lister	Joel Bouvier
Planning & Zoning	Michelle Perlee
Police	Ian Albinson
Public Works	Peeker Heffernan
Recreation	Peter Coffey
Water and Sewer	Joel Bouvier

### **Town Meeting Info**

#### **Delinquent Tax Penalty**

Two years ago, voters approved from the floor reducing the penalty for delinquent taxes from 8% to 4%. We learned earlier this year that voters would need to vote to adjust the rate *each* year; otherwise it reverts back to the statutory 8%. **Article 4** is a new article that proposes the penalty be adjusted to 6% -- a middle ground between the 4% approved by voters two years ago and the statutory 8%.

#### **Town Clerk & Treasurer Appointment**

In 2017, the Vermont Legislature amended the state statutes authorizing voters to determine whether the Town Clerk and Town Treasurer positions may be appointed by the Selectboard. Prior to that, each position was elected for either one- or three-year terms and authority to appoint the Town Clerk and/or Town Treasurer needed to be done by adoption of a charter change and approval by the Legislature. The Legislature's action in 2017 recognized the increasing trend of many Vermont municipalities seeking the authority to appoint their Town Clerks and/or Treasurers. **Article 6** and **Article 7** asks Bristol voters whether to authorize the Selectboard to appoint the Town Clerk and the Town Treasurer. Jen Myers is currently elected to both positions for one-year terms and is on the ballot for re-election. This has come about in

response to her desire to separate the roles and focus on serving as Treasurer. The Selectboard supports this change.

One big difference between the elected and appointed position is residency: elected officials must reside in the town; appointed officials do not. In the event of a vacancy, this could be an important aspect to finding the most qualified person for either position who might just happen to not live in town. If approved by the voters, the elected position(s) would expire after 45 calendar days after the vote or on an earlier date the Selectboard votes to make appointments to the positions.

If approved by voters, Bristol citizens are not expected to notice any change in their experience at the Town Office. Jen Myers would be appointed Treasurer and current Assistant Clerk Sharon Lucia, who does not live in Bristol, would be appointed as Town Clerk.

### Budget Notes

As currently proposed, the FY2021 budget reflects an increase in overall spending by \$111,045 (4.1%.) and an increase in the net supported by taxes by \$98,943 (4.2%). The bulk of this is in the Public Works Department, where the new bond payment for the West Street stormwater project first appears.

	<b>2019-2020 BUDGET</b>	<b>2020-2021 PROPOSED</b>	<b>\$\$ Difference</b>	<b>% Difference</b>
<b>SUMMARY OF EXPENDITURES</b>				
General Operating Fund	\$895,715	\$922,799	\$27,084	3.0%
DPW/Highway Department	\$774,101	\$815,365	\$41,263	5.3%
Recreation Department	\$283,863	\$300,653	\$16,790	5.9%
Voted Appropriations	<u>\$768,096</u>	<u>\$794,004</u>	<u>\$25,908</u>	<u>3.4%</u>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$2,721,775</b>	<b>\$2,832,821</b>	<b>\$111,045</b>	<b>4.1%</b>
<b>SUMMARY OF NON-TAX REVENUES</b>				
General Operating Fund	\$184,000	\$181,052	-\$2,948	-1.6%
DPW/Highway Department	\$98,850	\$98,850	\$0	0.0%
Recreation Department	<u>\$90,250</u>	<u>\$105,300</u>	<u>\$15,050</u>	<u>16.7%</u>
<b>GRAND TOTAL NON-TAX REV.</b>	<b>\$373,100</b>	<b>\$385,202</b>	<b>\$12,102</b>	<b>3.2%</b>
<b>SUMMARY OF AMOUNT SUPPORTED BY TAXES</b>				
General Operating Fund	<b>\$711,715</b>	\$741,747	\$30,032	4.2%
DPW/Highway Department	\$675,251	\$716,515	\$41,263	6.1%
Recreation Department	\$193,613	\$195,353	\$1,740	0.9%
Voted Appropriations	<u>\$768,096</u>	<u>\$794,004</u>	<u>\$25,908</u>	<u>3.4%</u>
<b>TOTAL SUPPORTED BY TAXES</b>	<b>\$2,348,675</b>	<b>\$2,447,619</b>	<b>\$98,943</b>	<b>4.2%</b>



### Undesignated Fund Balance

The undesignated fund balance is that amount of general fund revenue received above the amount of the budget anticipated or expended. It could be the result of higher than expected revenues (grants, gifts, etc.) and/or lower than expected expenses for the year. Last year, voters approved using some of the prior years' undesignated fund balance to pay off two loans, which eliminated two budgeted loan payments and reduced total budget expenses by \$15,710. That adjustment, however, was not reflected in the budget worksheets Town officials were using to prepare the FY2021 proposed budget. Had last year's expenses *not* been reduced with the use of undesignated fund balance, the FY2021 budget increase would have been 3.5% and the increase in FY2021 total expenses would actually be *less* than that of FY2020.

According to the draft FY2019 audit, the year closed out with an undesignated fund balance of \$285,188. Setting aside 5% of the total expenses for unforeseen emergencies (also known as a rainy day fund) would amount to approximately \$141,641, leaving \$143,547 of the undesignated fund balance available for redistribution. Paying off the South Street Bridge loan was identified as a high priority, which is addressed in **Article 8**.

In light of the major work expected for Holley Hall and whatever recommendations come out of the Public Works facility site and needs analysis, **Article 9** asks voters to approve transferring \$20K of the undesignated fund balance to the Capital Building Reserve Fund. This would be in addition to the \$30K already included in the budget and **Article 13**.

**Article 10** asks voters to approve transferring \$25K of the undesignated fund balance to the Capital Paving Fund. This would be in addition to the \$125K already included in the budget and reflects the Selectboard's commitment to improving and maintaining Bristol's highways.

**Article 11** asks voters to approve transferring \$30K of the undesignated general fund balance to the Capital Sidewalks Fund. This would be in addition to the \$35K already included in the budget and would be used to help offset costs of the Main Street Lighting and Sidewalk project.

**Article 12** asks voters to approve establishing a new Cemetery Reserve Fund and authorize the use of \$10,000 of the undesignated fund balance to it for the purpose of maintaining, repairing, and preserving cemeteries owned by the Town of Bristol. The Briggs Hill, Varney, and Meehan cemeteries suffer from deferred maintenance, such as uprighting and repairing stones, fixing fencing, and removing hazardous trees.

**Articles 13** through **Article 20** address budgetary matters relating to capital appropriations, social service appropriations, DPW/Highway Dept. budget, Recreation Dept. budget, and the general fund budget.

Administrative Assistant. The Administrative Assistant was created last year as a new budget section to reflect the evolution of that position supporting all departments broadly and no longer being parsed out among departmental budgets. The proposed FY2021 budget reflects the anticipated split between the Administrative Assistant and Town Clerk, and a portion is allocated to the Water and Sewer District budgets.

Arts, Parks, and Recreation. The new staff arrangement is bringing about an evolving program of services. One significant new addition is the swimming program brought in last year that, while bringing new expenses, is also bringing new revenue.

#### Clerk/Treasurer's Office

This budget reflects the proposed reconfiguration between the Town Treasurer and Town Clerk and with the Treasurer's hours reduced to four days a week. Long-time Assistant Treasurer Val Hanson announced her plan to retire after Town Meeting and we will wish her all the very best and with gratitude for her years of service.

Fire Department. As the Fire Department continues to gain experience with the new facility, budget line items continue to evolve in an effort to increase transparency in Department operations.

#### Town Parks

The Tree Planting line had not been funded for a few years. Not only has it been reinstated, it was broadened to include maintenance and new funding was added to it in anticipation of emerald ash borer intervention.

Voted Appropriations. Voter appropriations are increased due to:

- The Lawrence Memorial Library appropriation increased by 2.8%;
- Turning Point Center's request is increased from \$1,500 last year to \$3,000;
- The Capital Equipment Fund is increased by \$25,000 (23%) in anticipation of the need to replace at least one Public Works truck.

#### **From the Selectboard**

The Selectboard wants to thank all of the wonderful volunteers and groups we have in town, such as the Fourth of July Committee, the Bristol Recreation Club, the Historical Society, the Bristol Trail Network, the Bristol Band, the Bristol Little League, and so many more. Their contributions to the community are one of the many things that make Bristol such a special place to live and work.

The proposed FY2021 budget and undesignated fund balance allocation reflect the Selectboard's continued commitment to improving Bristol's sidewalks and keeping up with a program for paving Bristol's town roads.

#### **From the Town Administrator**

The Selectboard continues to meet every other Monday in the lower level of Holley Hall off of the South Street entrance. The meeting agendas and Town Administrator's Reports are posted to Bristol's Web site at [www.bristolvt.org](http://www.bristolvt.org) and are distributed by e-mail to anyone who would like to be on the distribution list. The agenda is also posted on Front Porch Forum and Bristol's Facebook page. Check it out at [www.facebook.com/bristolvt/](https://www.facebook.com/bristolvt/) and consider joining the more than 500 others who have "liked" or are following the page since it was launched in November

2017. Meeting minutes are available online at [www.bristolvt.org](http://www.bristolvt.org). The meetings are also filmed by NEAT and can be viewed anytime on their Web site at [www.neatbristol.com](http://www.neatbristol.com).

I continue to serve on the board of the Addison County Economic Development Corporation and its Regional Economic Development Strategy (REDS) Committee. I am also Bristol's representative on the Local Emergency Planning Committee #8 for Addison County and the alternate representative to the Addison County Solid Waste Management District (Joel Bouvier is the primary representative).

We want to thank all of the Town staff, who work together to deliver essential services for the community. Special thanks to the many citizens who volunteer countless hours of time and other resources serving on boards, committees, and commissions. The business of the Town could not happen without you. ➔



"THANK YOU. I WILL NOW JUGGLE TWELVE CHARTS, AN APPOINTMENT SCHEDULE, THREE NEW GOVERNMENT REGULATIONS AND A BOWLING BALL."

Respectfully,

Joel Bouvier  
Selectboard Chair

Valerie Capels  
Town Administrator

### 2020 U.S. CENSUS

Every ten years, the U.S. Constitution requires an enumeration of all persons in the United States. The numbers produced in this effort will help determine how more than *\$675 billion* will be distributed over the next ten years to states and localities annually through more than 65 federal programs. These programs include special education funding, school lunch programs, meals on wheels, fuel assistance, Medicare, housing rehabilitation, community economic development and revitalization block grants, early childhood education, cooperative extension offices, and more.

This year, Bristol residents will have the option of responding on-line, on the telephone, or with a traditional, short-form written response. Look for your invitation to respond in the mail or at your door. It is critical that ***everyone*** participate and that all household members and other individuals be included. The 2020 Decennial Census begins in March. It is short, easy to complete, and important for Bristol. ***Please help make sure Bristol counts!***

More information: <https://2020census.gov/>.

## CLERK/TREASURER'S REPORT

This year the Clerk's Office continued work through the electronic land records system. Sharon Lucia has been key in keeping recordings up to date, while also using any free time available to scan historical recordings. More recently the State of Vermont updated the procedure for obtaining Birth and Death Certificates. You can now go to any clerk in the State for a certified copy of a birth or death certificate, but it does require an application form along with identification. A copy of the form required can be found on our website on the Clerk/Treasurer page or in the town office.

Please know, we like to keep you as up to date as possible. We continue to try to post and inform you all through using the town website ([www.bristolvt.org](http://www.bristolvt.org)), Front Porch Forum, and Facebook. All of these can be useful tools to review agendas and meeting minutes along with any other happenings that may be orchestrated by any town departments including but not limited to road closures/delays, water projects, and more.

Below are some reminders and frequently asked questions.

**Property Taxes** - Tax bills are mailed once per year. They typically are sent out in the middle of September with due dates of November 5<sup>th</sup> and April 5<sup>th</sup>. If the due date ever falls on a weekend it is pushed to the next business day. We do accept pre-payments for your property taxes. If you have made any pre-payments, we note that on the bill before it is sent. Any state payment that is received will also show on the tax bill. If you don't see a state payment you should contact the Vermont Department of Taxes. The Town does not accept debit or credit cards, postmarks or postdated checks. There is a lockbox outside our office door where you can put your payments that is emptied daily.

**Voting** - You can register to vote at any time throughout the year here in the office. You can also register online through the Vermont Secretary of State's, My Voter Page. We will always have ballots for early voting at least two weeks before any election. You can always absentee vote by calling the office, requesting a ballot be sent to you, coming in and taking a ballot with you to return later, or voting in the office during our regular office hours. All absentee ballots must be returned by election day in order to be counted for the election.

**Dog licenses** - Prior to April 1<sup>st</sup>, spayed or neutered dogs are \$9.00 per license and \$13.00 for non-spayed or non-neutered dogs. After April 1<sup>st</sup>, spayed or neutered dogs are \$11.00 and \$17.00 for non-spayed or non-neutered dogs. Licenses and tags may be sent in the mail to you, if you send us a copy of the dog's rabies certificate with a check for the fee.

**Notary Public Services** - The clerk's office provides free Notary Public services; just remember not to sign your documents before you come to the office, as you need to sign them in front of the Notary Public. Please also remember to bring a picture identification.

**Marriage Licenses** - There is always someone available during our regular office hours to provide a marriage license. Please note there are two steps to getting a marriage license, first is completing an application form with all of the required information, and then we use the information on the form to officially create the marriage license. Marriage licenses cost \$60 for the license and an additional \$10 if you would like a certified copy after the ceremony.

As always, we would like to thank the residents of Bristol for the opportunity to serve a community we love and our families for their continued support.

Respectfully submitted,

Jen Myers, Town Clerk & Treasurer  
Peter D. Ryan, Assistant Town Clerk & Treasurer  
Valerie Hanson, Assistant Town Clerk & Treasurer  
Sharon Lucia, Assistant Town Clerk

## **DEPARTMENT OF PUBLIC WORKS**

In 2018/2019 the Department of Public Works (“DPW”) had a busy winter with snow and ice storms that started in November and lasted until the middle of April. When the weather finally warmed up, we swept the streets, painted cross walks and got through our normal mud season. We then prepared North Street from Heffernan’s Green House to the intersection light, a section on School Street, and a section on Lower Notch Road for ditching, culvert replacement as needed, paving and hydro seeding.

DPW also did a joint project with the New Haven Highway Department, widening Cove Road, cutting trees, and installing three (3) new culverts. The New Haven Highway Department then assisted Bristol DPW with installing 200 feet of 15-inch culvert on the side of Martin’s Hardware to the catch basin on West Street.

In addition, the DPW also completed normal routine maintenance along with the following:

- Spread 3,000 yards of gravel on the Town’s dirt roads;
- Due to a wet year sprayed 8,400 gallons of chloride on the Town’s dirt roads for dust control;
- Placed 282 yards of stone for ditch erosion prevention along Town roads;
- Put up 3,800 yards of winter sand in preparation for the next winter season;
- Rented a boom mower for a week to help with mowing behind the guard rails and further up the banks where the ditch bank mower can’t reach;
- Lincoln Road - ditched, stoned and hydro seeded;
- Lower Notch Road - cut and chipped brush in order to dig the shoulders back and install ditches to keep the water off the road;
- Water Department – assisted with water line repairs;
- Two Heavy Rain Storms – dealt with numerous wash outs and the closing of Meehan Road for a short period of time to repair the culvert and are still repairing ditches that were damaged during flooding;
- Repaired equipment to get ready for spring and summer work between storms and keep trucks repaired after storms;
- Prepared for the fall/winter season.

The DPW is also in the process of getting the Notch road ready to pave in the spring / early summer of 2020, which will include ditching, culvert replacement, hydro seeding, and stone lining the ditches on the hill.

We would like to thank the residents of Bristol for letting us know when there is a problem and appreciate their understanding and patience until we get the problem fixed.

All of this work, which we face annually, couldn't be accomplished without the hard work and dedication of Cale, Jared, Mike and Josh. Also, I would like to thank the Bristol Fire Department and Police Department along with the Town office, who help us throughout the year.

Respectfully Submitted,

Eric Cota  
Department of Public Work's Foreman

### CURRENT LIST OF THE TOWN OF BRISTOL EQUIPMENT

<b>Fire</b>	1993	Ford F450 Brush Truck	<b>DPW</b>	1987	York Rake
	1997	Spartan Fire Engine – Class A Pumper		2001	Galion Grader 8706 w/Snow Equipment
	1999	Ford F550 Utility Truck		2001	Ford F350 with Snow Plow
	2001	Ford F550 Heavy Rescue Truck		2004	John Deere Front End Loader
	2007	Spartan Pumper / Tanker		2005	10-ton Hudson Trailer
	2009	Ford F550 Hose Reel Truck-Pumper		2006	Cross Country Trailer
				2007	Kobelco Excavator
<b>Police</b>	2014	Ford Interceptor		2007	22-ton Trail Boss Equipment Trailer
	2018	Ford Explorer		2008	14-foot Protec Snow Pusher
				2010	John Deere 7130 Tractor with Farm Loader
				2012	Cross Country Flatbed Trailer
				2013	International DuraStar Dump Truck
				2013	Kubota Sidewalk Tractor
				2015	Mack Granite Dump Truck
				2018	Freightliner Dump Truck with Plow and Wing
				2019	International HX 620 Plow
				2019	B-B Trailer
				2019	John Deere 672G Motor Grader





## DEPARTMENT OF PUBLIC WORKS CAPITAL EQUIPMENT LONG RANGE PLAN

	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>
<b>Opening Balance</b>	20,138	94,349	44,772	39,861	24,941	159,991	130,311	155,571
<b>Appropriation</b>	100,000	110,000	135,000	135,000	135,000	135,000	135,000	135,000
<b>Estimated Interest</b>	72	189	90	80	50	320	261	311
<b>Total Available</b>	120,209	204,538	179,861	174,941	159,991	295,311	265,571	290,883
<b>Equipment Item</b>	<i>Chloride Trailer &amp; Mower</i>	<i>Grader</i>	<i>Balance on grader (100K); Replace International truck- #2 (50K)</i>	<i>Balance on replaced International truck (150K)</i>		<i>Loader</i>	<i>07 Excavator</i>	<i>15 Mack w/ new snow equipment</i>
<b>Cost</b>	-26,860	-160,544	-150,000	-150,000	0	-175,000	-125,000	-225,000
<b>Trade in/Re-sale</b>	1,000	777.77	10,000			10,000	15,000	50,000
<b>Closing Balance</b>	94,349	44,772	39,861	24,941	159,991	130,311	155,571	115,883

The following project descriptions provide backup to the spreadsheet schedule for replacement of the Town's highway capital equipment shown above. This is a planning tool and it is inevitable that circumstances will arise that require the plan to be altered. This plan is meant to be revisited each year by the Equipment Committee so adjustments, either financial or in equipment needs, may be made. The purpose of long range planning is to maintain the equipment in working order and to maintain financial commitment and stability. This plan was designed to avoid bonding for all our equipment needs.

2019-2020	Replaced the Grader with a John Deere 673G motor, 6 WD grader. Purchase price was \$260,544 after \$48K trade-in. Made a down payment of \$160,544 with a remaining balance of \$100,000 finance at 3.2% due in September of 2020. Will pay the full balance due in September of 2020.
2020-2021	Pay the loan balance on the new grader. When to replace Truck #2 has not yet been determined. If replaced in FY2021, this anticipates partial payment with the balance due the following year. This is subject to change.
2021-2022	Pay balance on Truck #2 replacement. This is subject to change depending on final arrangements made for its replacement.
2022-2023	Take a break.
2023-2024	Replace the John Deere loader.



# FIRE DEPARTMENT ANNUAL REPORT

*Celebrating 125 Years of Service to the Community (1894-2019)*

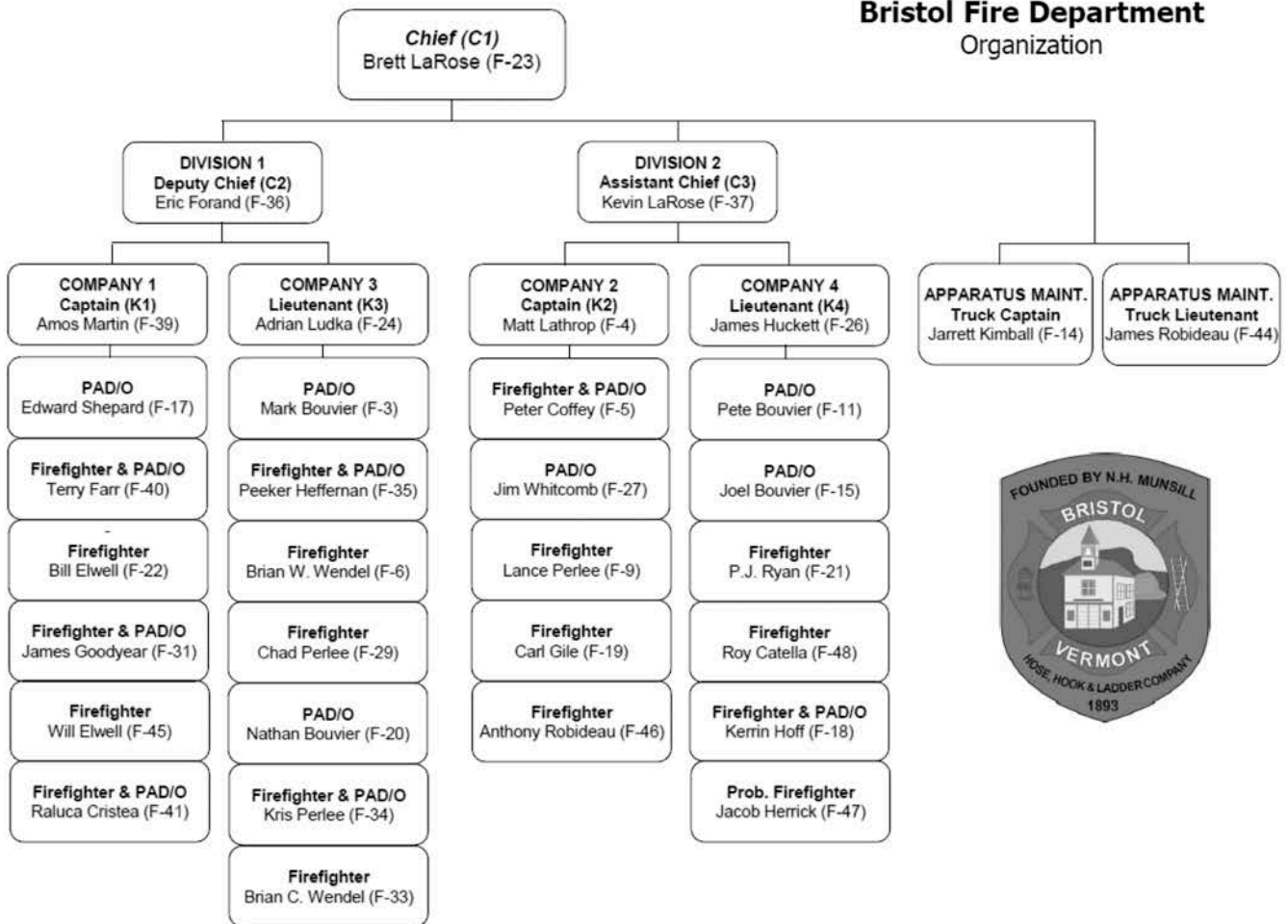
I am pleased to offer you this annual report of the Bristol Fire Department (BFD) for the year 2019. This report highlights the department's activities and accomplishments throughout the year.

This organization is comprised of officers and firefighters, who take pride in the fire department, are dedicated to ensuring the safety of the public and instilling in the community the confidence in our ability to do so.

We are fortunate to have a high performing team that works extremely well together. Their dedication, desire to serve, and willingness to train produces outstanding results for our community.

J. Brett LaRose, Fire Chief

## Bristol Fire Department Organization



### *In Memoriam*

***Honorary Clerk/Treasurer George Smith***

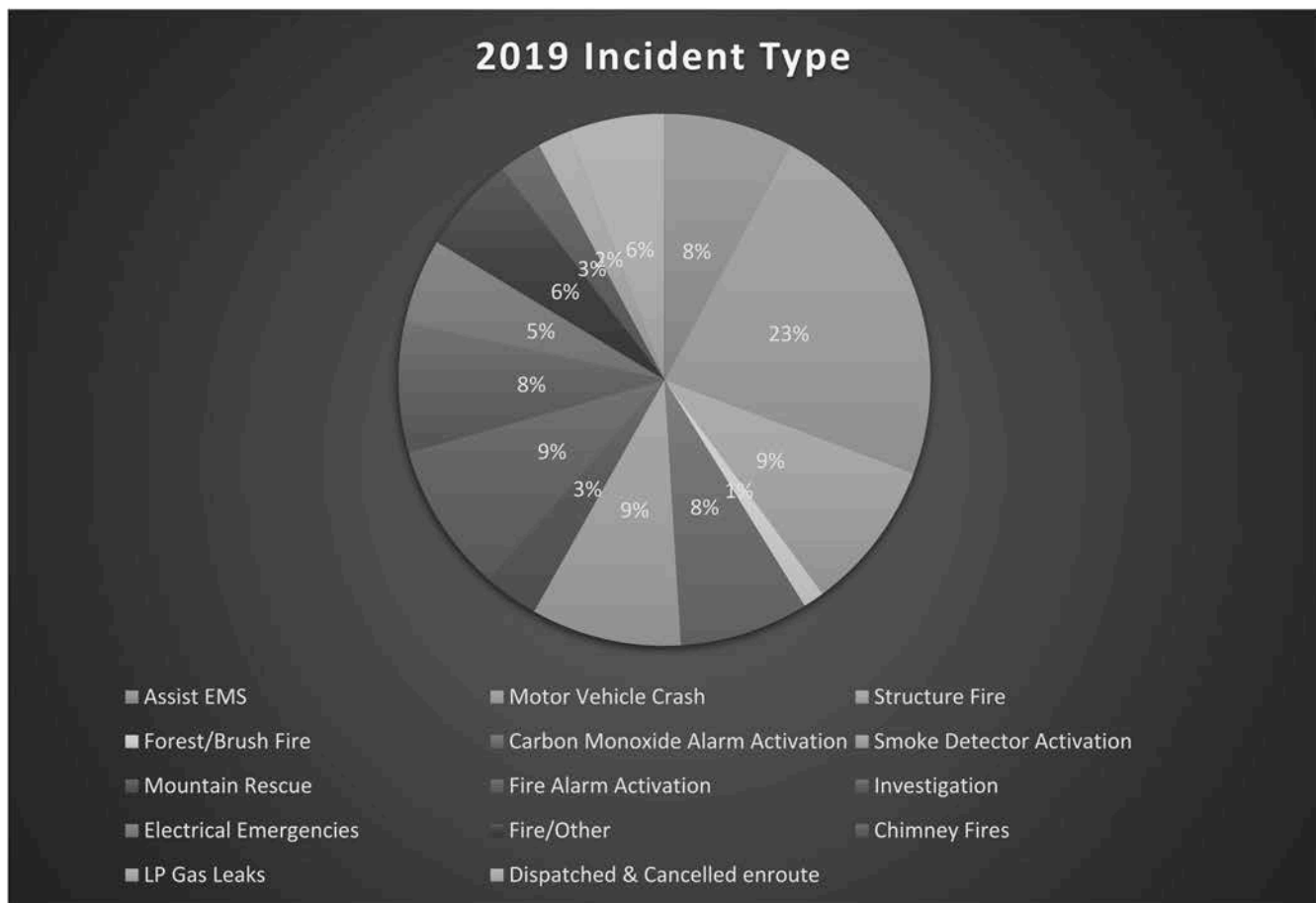
*We remember you for your 62 years of Service to the  
Bristol Fire Department*

*November 9, 2019 - R.I.P.*



### ***CALLS-FOR-SERVICE***

The responsibility of the fire department as an “all hazard responder” means that we respond to a wide variety of incidents with the expectation that we are going to either stabilize or improve the situation. In 2019 we responded to **150** calls for service which is the highest in the history of the department. As we continue to provide all aspects of life safety services, the Fire Department has the overall responsibility for providing the highest quality of emergency services to the town of Bristol, its residents, businesses and visitors. This is accomplished by coordinating the efforts of multiple aspects of the department to ensure seamless operations during emergency activities. The department is responsible for providing prompt and efficient emergency responses to fires, hazardous material incidents, utility/electrical emergencies, rescues, general service calls, medical assistance, natural disasters and any other conditions where the health, safety and welfare of the public or the environment is compromised or in danger.



### ***HOURS OF WORK / REMUNERATION***

Bristol firefighters are classified by the Town as paid-per-call employees. Firefighters receive the State of Vermont’s minimum wage for each call for service that they respond to. Each firefighter carries a pager and receives an “alert tone” when their services are needed. In 2019, Bristol firefighters responded to 150 calls-for-service totaling **2,322 hours worked**. In addition to minimum wage, fire department officers receive an annual stipend for their additional duties and responsibilities. Stipends range from \$500 (Lieutenant) to \$3,250 (Chief).

## **TRAINING**

To ensure that all firefighters are prepared to deliver the best level of services required, training standards have been developed to provide each firefighter with the needed skills, knowledge, and abilities necessary to deliver fire and other emergency services to the public.

All Bristol firefighters are trained to national standards. This format of training involves a great deal of reading and self-directed learning on the part of the firefighter. Firefighters must complete knowledge and performance-based testing to complete the requirements of a Level 1 Firefighter and Hazardous Materials First Responder – Operations Level, as a minimum requirement.

Bristol firefighters completed **2085 hours of training** in 2019. Training the fire department's personnel is an active function of the Department. Training is scheduled regularly covering varying topics using various methods of instruction. The general mission of the department's training program is to provide all fire department personnel opportunities to learn new skills and enhance existing skills through repetition and advanced drill design to maintain competency and proficiency in the duties and functions they are expected to perform.

During the months of February and March, thirteen (13) firefighters from Addison and Rutland counties enrolled in the Vermont Fire Academy's Pumping Apparatus Driver/Operator training program. This program meets the National Standard for Fire Apparatus Driver/Operator Professional Qualifications. I am extremely proud of the five (5) Bristol firefighters who committed to the required 65 hours of classroom and practical training earning their pro-board certification as Pumping Apparatus Driver/Operators: ***Kerrin Hoff, Kris Perlee, Raluca Cristea, Jarrett Kimball and Amos Martin.***

The Department would like to recognize and congratulate ***Alexis Fojo*** on the completion of her pro-board certification as a Level 1 Firefighter. This 200-hour course meets the National Standard for Fire Fighter Professional Qualifications and is required of all Bristol firefighters.

## **SMOKE DETECTOR PROGRAM**

Bristol firefighters installed eighteen, 10-year smoke detectors in 2019 for Bristol residents at no cost. This is accomplished through a partnership with the American Red Cross who provides the detectors to fire departments to manage and document each installation. Installations are completed under the supervision of a certified Level II Firefighter. Installations are completed at scheduled times with the customer and when a situation warrants, during a call for service due to a failed detector.

## **PUBLIC FIRE EDUCATION PROGRAM**

During National Fire Prevention Week (October 6<sup>th</sup> - October 12<sup>th</sup>) the department visited many Bristol Elementary School classrooms as part of the department's on-going public education program. These classroom visits are invaluable as they provide "hands on" learning opportunities for students of all ages. We would like to acknowledge and say thank you to Cathy Turner for coordinating fire prevention efforts between the Bristol Elementary School and the fire department.

On Saturday October 12<sup>th</sup> the Department held its first ever Public Safety Day which showcased local and state public safety partners. Participants included the Bristol Rescue Squad, Bristol Police Department, VT State Police, VT Hazardous Materials Response Team, VT State Forestry Fire Control Team and Life Flight. There were several demonstrations throughout the day showcasing technical skills and special team capabilities that included Bristol firefighters performing vehicle extrication, K-9 service dog demonstration and a fly in of the Life Flight helicopter. Kids were able to compete in a firefighter obstacle course, tour the station, receive fire prevention materials, and view the Vermont State Hazardous Material Response Team and Vermont Forest Parks and Recreation's Wildland Suppression Teams equipment.

We are extremely proud to report that the following Bristol Elementary School students were chosen to have their artwork printed in the 2020 Vermont Division of Fire Safety calendar: Una Steele and Mae Cannon. Congratulations! Honorable mentions are Sarah Zelonis and Delia Park. Our fire prevention program and selection

of our local students' for their work in the fire safety calendar would not be possible without the hard work of Deb Mager-Rickner, Bristol Elementary art teacher.

In addition to the many activities that occur throughout the year as part of the Department's Public Fire Education Program, firefighters give tours of the fire station to community groups and visitors throughout the year.

### ***CHILD PASSENGER SAFETY SEAT PROGRAM***

The Bristol Fire Department continues its work as an approved Child Passenger Safety seat fitting station. Safety Seat Fitting Stations are a free and convenient way to have your child's car seat inspected by a Nationally Certified Child Passenger Safety Seat Technician. Parents and caregivers receive personal instruction on the proper selection, installation, and use of their car seats. Car seat vouchers are available for eligible families.

### **Public Safety Day – October 12, 2019**



*Photo courtesy of Ian Albinson*

## APPARATUS / VEHICLES



hose, and portable and fixed master stream devices. Equipment carried: Ladders, (10' compartment ladder, 16' roof ladder, 35' extension ladder), on-board generator with fixed and portable lighting, thermal imaging camera, assortment of hand tools, water appliances, adapters, 1,000 gallon folding collapsible water tank, 7-Self Contained Breathing Apparatus (SCBA) with spare cylinders for each, and interoperable communications equipment to include mobile and portable radios.



supply hose. When a mutual aid request is made from another community for fire suppression or station coverage, Engine-Tanker fills this role as part of the Town's mutual aid agreement. Equipment carried: Ladders, (10' compartment ladder, 16' roof ladder, 28' extension ladder), on-board generator with fixed and portable lighting, assortment of hand tools, water appliances and adapters, 2,000 gallon folding collapsible water tank, 7-Self Contained Breathing Apparatus (SCBA) with spare cylinders for each, and interoperable communications equipment to include mobile and portable radios.



tanks. 2) Carries 1,200 feet of five-inch water supply hose capable of moving large volumes of water up long driveways supplying the attack pumps. 3) Can be utilized as a first due pumper for fire suppression operations as this apparatus is fitted with two 1 3/4" pre-connected hand lines.



**1997 Spartan Pumper (Six-person cab):** Serving as the department's first-due engine, Engine #1 responds to all incidents including structure fires, alarm investigations, motor vehicle fires and crashes, investigations, and request for service. Engine #1 is equipped with a 1,500 gallon per minute (GPM) pump, 1,000-gallon water storage tank, Class A Foam system with a 30-gallon reservoir, multiple pre-connected 1 3/4" and 2 1/2" hand lines, 5" inch water supply

**2007 Spartan Pumper/Tanker (Six-person cab):** Engine #2 is assigned to respond to fire incidents as the second-due engine with the primary duty of providing water supply for the first-due engine until a water source can be secured. Engine-Tanker is equipped with a 2,000 gallon per minute (GPM) pump, 3,000-gallon water storage tank, Class A Foam system with a 30-gallon reservoir, multiple pre-connected 1 3/4" and 2 1/2" hand lines, and 5" inch water

**2009 Ford F550 4X4 Cab/Chassis (Two-person cab) with 1993 Body/Pump:** The Mini-Pumper Hose Reel Truck is a multi-purpose vehicle with a 1,150 GPM pump, 300-gallon water tank, and 1,200 feet of five-inch water supply line. This apparatus has the capability of providing three critical fire suppression functions. 1) Supplies water to pumpers and tankers by setting up at a pre-determined water supply fill-site (e.g. hydrant, dry-hydrant, pond, river, etc.) to fill apparatus water

**2001 Ford F550 4X4 Heavy Rescue Truck (Five-person cab):** A highly specialized unit, Heavy Rescue's primary function is to respond to motor vehicle crashes and aid at other technical rescue incidents. In addition, this truck carries equipment to initially mitigate small hazardous material incidents. This truck carries a wide variety of tools including hydraulic cutters, spreaders, rams and the pumps to power them, as well as a portable generator, scene lighting, rescue jacks and an assortment of other stabilization equipment.



**1999 Ford F550 4X4 Utility Truck (Five-person cab):** This support vehicle responds to every call-for-service in which the department responds. The custom body has an on-board generator that powers the vehicle's scene lighting, power reels, ventilation fans, carries 3 Self-Contained Breathing Apparatus (SCBA) units with spare cylinders for each, and more. Other lifesaving and technical equipment carried on this truck are multi gas detectors, thermal imaging camera, assortment of saws (chain saw, ventilation saw, rescue saw), traffic control

equipment and a mobile repeater which enhances communications during rescue or recovery operations that take place over a large geographical area.



**1993 Ford F450 4X4 Brush Truck (Two-person cab):** A brush truck or brush pumper truck is smaller than a structural firefighting pumper. This truck is designed for rural/wild land firefighting where access is limited, and roadways are not always available. The equipment and components are oriented toward fighting brush fires. This truck has a 500 GPM pump, a 300-gallon water tank and a larger complement of smaller and lighter hose for wild land firefighting. The pump has a built-in foam system allowing the water to be chemically treated to aid in the extinguishment of brush fires.

A unique feature on the brush truck is the pump-and-roll capability, meaning it can drive and pump water at the same time, allowing firefighters to make a "running attack" on the fire. Other essential equipment carried on this truck is wild land water backpack-pumps worn by firefighters and hand tools for digging fire lines.

Fire Department Capital Apparatus Replacement Plan								
Fiscal Year (July - June)	Appropriation (July 1) .02 on tax rate	Appropriation to Reserve Fund	Balance Available as of July 1 (includes carry-over from previous FY)	Appropriation deposited April 1	Apparatus Purchase	Revenue from Apparatus Sale	EOY Balance	Equipment Description
FY2017 (16/17)	\$58,003.40		\$57,598.33	\$58,003.40			\$116,043.44	
FY2018 (17/18)	\$58,302.94		\$116,043.44	\$58,302.94			\$174,346.38	
FY2019 (18/19)		\$70,000.00	\$174,346.38	\$70,000.00			\$245,078.46	
FY2020 (19/20)		\$100,000.00	\$245,078.46	\$100,000.00			\$345,078.46	
FY2021 (20/21)		\$100,000.00	\$345,078.46	\$100,000.00			\$445,078.46	
FY2022 (21/22)		\$100,000.00	\$445,078.46	\$100,000.00	\$ 500,000.00	\$10,000.00	\$55,078.46	Replace 1997 Pumper.
FY2023 (22/23)		\$100,000.00	\$55,078.46	\$100,000.00			\$155,078.46	
FY2024 (23/24)		\$100,000.00	\$155,078.46	\$100,000.00			\$255,078.46	
FY2025 (24/25)		\$115,000.00	\$255,078.46	\$115,000.00			\$370,078.46	
FY2026 (25/26)		\$115,000.00	\$370,078.46	\$115,000.00	\$ 460,000.00	\$10,000.00	\$35,078.46	Replace 1999 Utility Truck and 2001 Heavy Rescue Truck.
FY2027 (26/27)		\$115,000.00	\$35,078.46	\$115,000.00			\$150,078.46	
FY2028 (27/28)		\$115,000.00	\$150,078.46	\$115,000.00			\$265,078.46	
FY2029 (28/29)		\$125,000.00	\$265,078.46	\$125,000.00			\$390,078.46	



Fire Department Capital Equipment Replacement Plan						
Fiscal Year (July - June)	Appropriation (July 1)	Balance Available as of July 1 (includes carry-over from previous FY)	Appropriation deposited April 1	Equipment Purchase	EOY Balance	Equipment Description
FY2017 (16/17)	\$25,000.00	\$27,508.19	\$25,000.00		\$52,508.19	
FY2018 (17/18)	\$25,000.00	\$53,619.81	\$25,000.00	\$10,260.00	\$75,941.16	35' extension ladder (\$1,500); 12-Poly Tank Fire Pumps w/ mounting brackets (\$230 each or \$2,760)
FY2019 (18/19)	\$25,000.00	\$75,941.16	\$25,000.00	\$37,640.00	\$63,301.16	8-SCOTT Carbon 30 minute Cylinders 4500psi w/ valve to replace 8 end of life (15 year) carbon air cylinders (\$855 each or \$6,840); Vent Master Cut-off Saw (\$1,925); 9-sets of Turnout Gear (Structural Firefighting Coat (\$1,230), Structural Firefighting Pant (\$750) or \$1,980 per set).
FY2020 (19/20)	\$25,000.00	\$63,301.16	\$25,000.00	\$5,625.00	\$82,676.16	7-SCOTT Carbon 30 minute Cylinders 4500psi w/ valve to replace 7 end of life (15 year) carbon air cylinders (\$1,125 each or \$5,625)
FY2021 (20/21)	\$30,000.00	\$82,676.16	\$30,000.00	\$109,620.00	\$3,056.16	15-SCOTT AIR PAK 4.5 X-3 (\$6,570 each or \$98,550); 2-SCOTT Carbon 30 minute Cylinders 4500psi w/ valve to replace 2 end of life (15 year) carbon air cylinders (\$1,160 each or \$2,320); 25-SCOTT AV3000 HT Mask (\$350 each or \$8,750)
FY2022 (21/22)	\$30,000.00	\$3,056.16	\$30,000.00	\$20,000.00	\$13,056.16	NFPA 1901 Standard for Automotive Fire Apparatus: Equipment for new Pumper (e.g. Ladders: 10' Attic (\$400), 16' Roof (\$600), 800' 2-1/2 Hose (\$3,200), 400' 1-3/4 Hose (\$1,400), 20' Suction Hose (\$1,500), 300' 5" LDH (\$2,700); 1-200gpm handline nozzle (\$1,000); 2-95gpm handline nozzles (\$2,000); 1-250gpm smoothbore combination nozzle (\$1,200), Monitor Appliance (\$4,000), folding water tank (\$2,000)
FY2023 (22/23)	\$30,000.00	\$13,056.16	\$30,000.00	\$8,750.00	\$34,306.16	Thermal Imaging Camera #1 (\$8,000) and Thermal Imaging Camera Vehicle Kit Charger (\$750); 2-MSA ALTAIR Gas Detectors (\$1,000 each)
FY2024 (23/24)	\$30,000.00	\$34,306.16	\$35,000.00	\$2,500.00	\$66,806.16	Ventilation Saw (\$2,500)
FY2025 (24/25)	\$30,000.00	\$66,806.16	\$30,000.00	\$21,800.00	\$75,006.16	10-SCOTT Carbon 30 minute Cylinders 4500psi w/ valve to replace 10 end of life (15 year) carbon air cylinders (\$1,305 each or \$13,050); Thermal Imaging Camera #2 (\$8,000) and Thermal Imaging Camera Vehicle Kit Charger (\$750)
FY2026 (25/26)	\$35,000.00	\$75,006.16	\$35,000.00	\$100,000.00	\$10,006.16	Replace Cascade System and Compressor; NFPA 1901 Standard for Automotive Fire Apparatus: Equipment for new Rescue Truck (e.g. Ladders: 10' Attic, 16' Roof, 24' extension, headsets, Hydraulic Tools, Extinguishers, Rescue equipment, etc.)
FY2027 (26/27)	\$35,000.00	\$10,006.16	\$35,000.00	\$35,000.00	\$10,006.16	8-SCOTT Carbon 30 minute Cylinders 4500psi w/ valve to replace 8 end of life (15 year) carbon air cylinders (\$1,385 each or \$11,080); Replace Hydraulic Extrication Tools (e.g. pump, cutters, spreaders, rams, hose) (\$35,000)
FY2028 (27/28)	\$35,000.00	\$10,006.16	\$35,000.00	\$38,000.00	\$7,006.16	2-SCOTT Carbon 30 minute Cylinders 4500psi w/ valve to replace 2 end of life (15 year) carbon air cylinders (\$1,425 each or \$2,850); Purchase Rescue Side-by-Side Unit with Skid Mount Pump to replace 1993 Brush Unit
FY2029 (28/29)	\$35,000.00	\$7,006.16	\$35,000.00	\$3,000.00	\$39,006.16	2-SCOTT Carbon 30 minute Cylinders 4500psi w/ valve to replace 2 end of life (15 year) carbon air cylinders (\$1,470 each or \$2,940)

During CY2019 the Bristol Fire Department made three (3) **Capital Equipment purchases totaling \$17,965.**

The first capital purchase was a **HUSOVARNA: K-12 FD Fire-Rescue Saw (\$1,925).** This Fire-Rescue Saw replaced the department's 40-year-old rescue saw that was no longer serviceable.

The second capital purchase was twelve (12) **SCOTT Self-Contained Breathing Apparatus 4500 psi, 30-minute Carbon Fiber Air Cylinders (\$863.40 per cylinder or \$10,360)** and one (1) **SCOTT Rapid Intervention Crew 4500 psi, 60-minute Carbon Fiber Air Cylinder (\$1,170).** Air cylinders are required to be hydrostatically tested every 5 years and expire at 15 years.

The third capital purchase was seven (7) sets of **LION's lightweight, high-performance and dual-certified VersaPro rescue wear (\$644 per set (coat/pant) or \$4,510).** This rescue wear is designed for the firefighter that no longer performs the duties of Structural Firefighting, however, continues to provide essential services/functions to the fire department that require a specific level of personal protection. A few examples of these services/functions include but are not limited to: Pumping Apparatus Driver/Operator, Vehicle Extrication, Brush/Forest fire suppression, and Search & Rescue. This rescue wear provides the Department a significantly less expensive option to the traditional and required Structural Firefighting Turnout Gear worn by firefighters whose job duties include working in an Immediately Dangerous to Life and Health Atmosphere (IDLH).

## DEPARTMENT HIGHLIGHTS

- ❖ Raised \$12,000 through annual fundraising events that included a coin-drop (October) and Raffle/Dinner/Dance (January).
- ❖ Submitted application for the Assistance to Firefighters Grant for the purchase of 17 replacement Self-Contained Breathing Apparatus units (\$147,646). Announcement of award Fall 2020.
- ❖ Welcomed Firefighter *Raluca Cristea* and Recruit Firefighter *Jacob Herrick* to the Department.
- ❖ Using fundraising dollars, purchased two Blitzfire High Elevation Oscillating Monitors that have been installed on Engine 1 and Engine 2.



## RECOGNITION AND AWARDS

The following individuals were recognized in 2019 for their individual contributions to the fire service, department and their community.

### Bristol Fire Department - Recognition & Awards

James W. Robideau	<u>Outstanding Contributor</u>
Kris P. Perlee	<u>Outstanding Service</u>
Anthony J. Robideau	<u>Firefighter of the Year</u>
James G. Goodyear	<u>Most Training Hours</u>

### Fire Service Anniversaries

<u>Terry R. Farr</u> 25 Years of Service	<u>Kevin R. LaRose</u> 25 Years of Service
<u>Eric J. Forand</u> 15 Years of Service	<u>Brian C. Wendel</u> 5 Years of Service

### Addison County Firefighters' Association - Recognition & Awards

Kevin R. LaRose	<u>Chief of the Year</u>
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### Vermont State Firefighters' Association - Recognition & Awards

James G. Goodyear	<u>Firefighter of the Year</u>
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**BRISTOL FIRE DEPARTMENT**  
**JULY 4, 2019**



*Photo courtesy of Mark Bouvier Photography*

***THANK YOU FOR YOUR CONTINUED SUPPORT***



**WE WANT  
YOU!**

The Town of Bristol is accepting applications for Paid on-call Firefighters. For information about becoming a paid on-call, firefighter please contact Chief Brett LaRose at [bristolfiredepartment@gmail.com](mailto:bristolfiredepartment@gmail.com) or (802) 453-3201 (leave a voicemail). Thank you!



## **LISTERS' REPORT**

We appreciate your continued assistance as we perform the 100 – 120 inspections each year whether it be a new deck, an outbuilding or entire house or business.

We have started inspections (as requested or due to zoning permits) with roughly 60 more to do. Generally, when we don't need to inspect the interior of your home, we leave a notice near your door. For inspections required to the interior we will make an appointment at your convenience. Thanks again for your understanding and continued cooperation.

Due to several new construction projects, residential and commercial, we are looking at a 1 ½% to 2% increase in the Grand List by April 30, 2020.

On a personal note I, Craig Scribner, Sr, am not running for re-election in 2020. I have been a Lister for 12 years and have decided to retire.

Sincerely,  
Craig Scribner, Sr.  
Theresa Gile  
Mark Bouvier  
Board of Listers

## **E-911 COORDINATORS REPORT**

2019 was another year of address coordination to adhere to the guidelines set by the State E-911 Board and the numbering increment chosen by the Selectboard. We still have areas to change so that Emergency Response Services (ERS) may arrive in a timely manner. When we do change an address, we notify the property owner, the U.S. Postal Service, Waitsfield and Champlain Valley Telecom and the E-911 Board. When you receive the notice, you do not need to do a blast notification to correspondents. Change your address as you correspond with companies and let them know the change was an E-911 issue. Unfortunately, there have been some problems getting packages from Amazon, UPS, Fed Ex and other delivery services as these companies do not update address lists provided by the Postal Service on a routine basis. This is not a Postal Service or Town issue but the delivery services' issue. Please make sure that everyone in your home or business knows the building address to ensure prompt emergency services. Thanks for your patience.

Sincerely,  
Craig Scribner Sr.  
E-911 Coordinator

## VALUE OF NON-TAXABLE PROPERTIES 2019

### Schools

	<u>2019</u>
Bristol Elementary School	\$ 8,328,900
Mt. Abraham Union High School	\$ 24,898,500
Red Cedar School (private)	\$ 327,900
Bristol Family Center	\$ 339,200
<b>Total</b>	<b>\$ 33,894,500</b>

### Cemetaries

Mount Saint Joseph's Cemetary	\$ 9,800
Greenwood Cemetary	\$ 32,000
Varney Hill Cemetary	\$ 1,100
Briggs Hill Cemetary	\$ 900
Meehan Cemetary	\$ 400
<b>Total</b>	<b>\$ 44,200</b>

### Churches

Aventist Church	\$ 319,400
Federated Church	\$ 804,200
First Baptist Church	\$ 416,700
St. Ambrose Catholic Church	\$ 353,100
Terasem	\$ 466,800
<b>Total</b>	<b>\$ 2,360,200</b>

### State of Vermont

Land (approximately 498.74 acres)	\$ 199,700
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### USDA Forest Service

Land (approximately 5338.89 acres)	\$ 3,975,600
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### Miscellaneous

Linabnus Lodge No. 47 (Mason's)	\$ 413,100
Bristol Rescue Squad	\$ 479,300
American Legion Post #19 (225034)	\$ 450,300
Bristol Recreation Club, Inc.	\$ 165,900
<b>Total</b>	<b>\$ 1,508,600</b>

**Total Value of all Non-Taxable Property      \$ 41,982,800**



## TOWN OF BRISTOL BUILDINGS & LAND

	<u>Location</u>	<u>Acreage</u>	<u>2019</u> <u>Value</u>	<u>2018</u> <u>Value</u>
040166	Memorial Park	19.30	\$ 31,600	\$ 70,100
090208	Sycamore Park	8.40	\$ 46,500	\$ 59,100
070132	Eagle Park, Lincoln Rd.	5.50	\$ 12,000	\$ 55,700
	<b>Parks Totals</b>	<b>33.20</b>	<b>\$ 90,100</b>	<b>\$ 184,900</b>
060153	Town landfill and Town Garages	12.34	\$ 117,800	\$ 117,800
205163	Salt Shed & Land, Sand Storage	2.40	\$ 100,100	\$ 100,100
	Dog Kennel	-	\$ -	\$ -
	<b>Garage &amp; Landfill Totals</b>	<b>14.74</b>	<b>\$ 217,900</b>	<b>\$ 217,900</b>
060177	Reservoir (Land only)	2.00	\$ 5,000	\$ 45,000
060177	Reservoir Tank	-	\$ 630,000	\$ 625,000
070122	Chlorinator (Bldg only)	-	\$ 1,600	\$ 1,700
	Chlorinator Land	0.06	\$ 100	\$ 2,774
235087-1	60 Pump House Rd/Sewage Treatment Facility	4.20	\$ 20,700	\$ 8,200
	<b>Water &amp; Sewer Totals</b>	<b>6.26</b>	<b>\$ 657,400</b>	<b>\$ 682,674</b>
070109	Foot of Briggs Hill	-	\$ 900	\$ 800
060183	Town Pit	4.50	\$ 38,000	\$ 9,800
070128	Bartlett Falls Area	30.36	\$ 45,500	\$ 26,300
090170	Former Shackett & Hallock Properties	1.59	\$ 7,000	\$ 4,100
215068	Between 100 & 106 Mountain Street	0.14	\$ 200	\$ 8,400
225186-01	Alleyway between Church Street & School Street	0.04	\$ 100	\$ 800
225050	South Street Land on River	2.30	\$ 5,000	\$ 1,800
235174	Drake Smith Road	0.50	\$ 1,800	\$ 32,900
235169	Drake Smith & East Rd	0.97	\$ 2,100	
235177	Lords Prayer Rock	1.00	\$ 2,200	\$ 42,100
060209	Lover's Lane	13.49	\$ 24,400	\$ 76,700
090127-003	East 116 Saunders	40.10	\$ 57,600	\$ 48,100
	<b>Land (open &amp; with bldgs.)</b>	<b>94.99</b>	<b>\$ 184,800</b>	<b>\$ 251,800</b>
235061	Holley Hall	0.20	\$ 1,541,500	\$ 1,536,900
225044	Howden Hall and Coach House	1.00	\$ 230,500	\$ 230,500
225192	Park and Bandstand	1.50	\$ 78,500	\$ 94,900
225017-1	Skating Rink	0.95	\$ 168,500	\$ 152,500
225016-1	Riding Ring	1.30	\$ 88,000	\$ 42,000
235079-001	Pottery Kiln	-	\$ 3,200	\$ 2,700
235024-1	Library	0.17	\$ 411,300	\$ 376,300
	<b>Remaining Buildings &amp; Land</b>	<b>5.12</b>	<b>\$ 2,521,500</b>	<b>\$ 2,435,800</b>
225036	New Fire Station & Land	2.86	\$ 3,057,600	\$ 3,057,600
	<b>Total Fire Department</b>	<b>2.86</b>	<b>\$ 3,057,600</b>	<b>\$ 3,057,600</b>

# **BRISTOL POLICE DEPARTMENT**

## **Mission Statement**

*To be the finest small police department in the State of Vermont. We are committed to working together within the department and in problem solving partnerships with community stakeholders to improve the quality of life for the people served by the Bristol Police Department.*

The officers, administrative staff and I feel it is an honor and privilege to work for the Bristol Community. We continue to prioritize community policing and encourage community feedback to assist us in our efforts to meet your law enforcement needs. We are available to meet with groups, organizations, businesses or individually to discuss issues and or concerns you may have.

This past year we have experienced some personnel changes. Josh Otey and George “Randy” Crowe have left the department, we thank them for their service and wish them well. We welcomed Matthew Collins, who will be working with us part time. I would like to thank Officer Jori Fairbanks, Officer Andrew Graham, Officer Matthew Collins, administrative assistants Lisa Dupoise and Elizabeth “Liz” Tracy for their continued dedication and commitment to the Bristol Community.

You may have noticed the new speed radar sign on North Street as you enter the former village. We have received positive comments and many saying “Thank You” for the sign. Thank you to the Bristol Department of Public Works for installing the sign for us. We recently acquired another portable speed radar sign, which will be installed in the near future. Both signs were acquired through Governor’s Highway Safety grant funds.

If you have unused medication, we have a drug disposal box acquired through CVS with the assistance of Jesse Brooks, United Way of Addison County Prevention Partnership Director. Jesse continues to be instrumental in providing assistance to law enforcement with training as well as facilitate developing partnerships with other community partners.

For police district residents we provide VIN verification and fingerprinting at no cost. If you are away for a few days, contact us and we will check your property. We can also complete a security evaluation of your property. These are a few services we offer, but if there is something we can help with please do not hesitate to call us.

We are improving our use of social media to assist in notifications to the public. Our Facebook page has helped to receive tips, identify people, reunite dog owners and assist in returning found property to name a few.

During 2019, we responded to or initiated 2,635 incidents. Proactive community oriented incidents continue to increase.

The members of the Bristol Police Department thank the community, Bristol Town Departments, Town administrator Valerie Capels and the Bristol Selectboard for their continued support.

You can reach us at 453-2533, on Facebook, by email [Bruce.Nason@vermont.gov](mailto:Bruce.Nason@vermont.gov) or stopping by the station.

Respectfully submitted

Bruce Nason,  
Chief of Police

## CAPITAL CRUISER PLAN

	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>
<b>Opening Balance</b>	31,174	43,729	19,309	31,839	44,396	17,976
<b>Appropriation</b>	12,500	12,500	12,500	12,500	12,500	12,500
<b>Estimated Interest</b>	55	80	30	57	80	80
<b>Total Available</b>	43,729	56,309	31,839	44,396	56,976	30,556
<i>Equipment Item</i>		<i>cruiser</i>			<i>cruiser</i>	
<b>Net Cost</b>	0	37,000	0	0	39,000	0
<b>Closing Balance</b>	43,729	19,309	31,839	44,396	17,976	30,556

This plan estimates a 6% increase in purchase price for cruiser and equipment.

Due to the varying price of resale values, this capital plan does not include a value for resale or trade.

Any money made on the sale of a used cruiser will be added into this fund and reflected at that time.



## BRISTOL POLICE DEPARTMENT BUDGET

	2018-2019 BUDGET	2018-2019 ACTUAL (draft audit)	2019-2020 BUDGET	2019-2020 ACTUAL thru 12/31/2019	2020-2021 PROPOSED
<b>REVENUES</b>					
Detail Revenues	3,500	2,858	2,500	938	2,500
Town Traffic Patrol Contract	10,000	10,000	10,000	5,002	12,000
MAUHS >> MAUSD Contract	8,000	8,072	18,000	0	18,750
Non-District Services to Town	5,400	4,365	5,400	1,800	6,600
Fines	9,000	4,693	9,000	3,792	7,000
ICAC	0	3,868	0	0	0
Services	2,500	3,445	2,500	1,595	2,500
GHSP Grant		864			
<b>TOTAL NON-TAX REVENUES</b>	<b>38,400</b>	<b>37,300</b>	<b>47,400</b>	<b>13,127</b>	<b>49,350</b>
% change from prior budget	3.5%		23.4%		4.1%
<b>NET RAISED BY TAXES</b>	<b>422,973</b>	<b>422,974</b>	<b>421,369</b>	<b>210,685</b>	<b>403,020</b>
% change from prior budget	-0.7%		-0.4%		-4.4%
<b>TOTAL REVENUES</b>	<b>461,373</b>	<b>461,138</b>	<b>468,769</b>	<b>223,812</b>	<b>452,370</b>
% change from prior budget	0.3%		1.6%		-3.5%
<b>EXPENSES</b>					
Full-time Salaries	161,241	168,373	172,891	79,927	167,640
Part-time Salaries	19,179	20,711	19,755	6,435	21,270
Detail Labor	2,800	1,000	2,800	522	2,000
Clerical	9,171	5,225	9,446	2,433	7,000
Administration	5,731	5,305	0	0	0
Overtime & Shift Differential	34,920	17,085	31,981	13,480	30,500
ICAC	0	3,061	0	0	0
FICA/MEDI	17,400	16,716	18,141	7,771	17,640
Health Insurance	47,899	44,282	48,615	30,575	59,070
Retirement	14,347	15,035	15,240	7,313	15,200
Worker's Comp	37,541	36,836	40,697	27,502	19,810
Disability Insurance	1,605	1,700	1,605	830	1,610
Uniforms	1,200	2,176	2,000	262	2,000
Training	2,500	352	2,000	0	2,000
Computer	3,800	3,792	4,750	0	4,750
Office Supplies	2,500	1,465	2,500	1,621	2,500
Equipment	1,000	37	500	623	500
General Supplies	750	772	750	223	750
Vehicle Gas/Oil	7,500	7,196	7,500	2,354	7,500
Advertising	0	0	0	0	500
Vehicle Maint.	5,500	5,419	5,500	3,206	5,500
Facility Expenses	43,000	42,830	43,000	24,549	47,510
Postage	270	232	270	213	300
Communications	10,441	10,385	9,100	2,591	9,500
Legal expenses	1,000	9,424	1,000	12,831	2,000
Dues	0	0	200	0	200
Property & Liability Insurance	14,178	12,087	12,929	9,665	9,420
Capital Vehicle Reserve	12,500	12,500	12,500	12,500	12,500
Capital Equipment Reserve	3,000	3,000	3,000	3,000	3,000
Miscellaneous	200	244	100	0	200
Crime Prevention	200	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>461,373</b>	<b>447,239</b>	<b>468,769</b>	<b>250,428</b>	<b>452,370</b>
% change from prior budget	-0.34%		1.60%		-3.50%

## **Bristol Recreation Department**

PO Box 249, Bristol, Vermont 05443

Phone: 453-5885 Fax: 453-5188 or [www.BristolVtRec.com](http://www.BristolVtRec.com) or e-mail: [RecDirector@BristolVt.org](mailto:RecDirector@BristolVt.org)



The Bristol Recreation Department consists of three program areas:

- 1) The recreation offices located in the Holley Hall,
- 2) Bristol Clay Studio in Artist Alley, and
- 3) The Hub Teen Center at 101 Airport Road.

Holley Hall is where we host many of our classes, such as dance, tae kwon-do, tai chi, and Zumba. Holley Hall is also a place for theatre, community workshops, and a music venue. The Clay Studio provides an amazing opportunity for the community to discover creativity through hand building and wheel throwing. Matlak Mayforth continues to create a safe and fun learning environment and furnishes some of our youngest community members with lessons to last a lifetime. The Hub Teen Center provides youth between the ages of 12 and 19 a place of their own to socialize, study, access the internet, have a nutritious meal, hear music, explore the arts, videography, and technology, all with the support and supervision of adults who respect the challenges of young adulthood. It is a safe, supervised, and substance-free environment that is open year-round.

The Bristol Recreation Department has been busy this past year as we introduced some great new programs like Mountain Bike Camps for kids, bike clinics for adults, Equine Therapy through the Horse's Touch, added Tai Chi classes for beginners, camps through the Hub, and transitioned the swim lesson program from Mount Abraham School District to the Recreation Department.

We hosted events at Holley Hall which included The Grift, Rusty DeWees Tiny Town Tour, Halloween Dance, Breakfast with Santa, and the Daddy Daughter Dance. Other successful community events at Holley Hall included the Ten Below Variety Show, Best Night, and learning workshops. Holley Hall is a great place as a music venue, dance hall, for family gatherings and community events.

The Recreation Department has been working with other great organizations, building partnerships to bring more opportunities to the community. The skating rink has been a great example of teamwork by partnering with the Bristol Recreation Club and MAUSD Expanded Learning Program. Our first event on December 20th was proof that collaboration brings success. We also partnered with RiseVt and the Lawrence Library to create a walking group with designated routes through the town of Bristol.

The Recreation Department also provides free events to the five-town residents like the Teddy Bear Picnic, Movies in the Park, Halloween Party, Candy Cane Hunt, Harvest Festival, and a variety of activities such as Tai Chi, Hunter Safety, and the Holley Hall Play Group. The Recreation Department is excited to provide more programs this summer to be run out of The Hub Teen Center. We will be introducing an Adventure Camp, Art Camp, Make it Break it

Camp, and more Mountain Biking camps/clinics and Boutique workshops for the community. We will also be keeping our popular River camp, which will be run out of the Hub this summer, Gymnastics, Dance, and Pottery camps.

The Bristol Recreation website has been a great success as it provides better service to the community with easy access to registration for events and classes. “MyRec,” saves time, and conveniently allows guests to securely pay online. It also includes automated receipt confirmation and email/text notification. Online registration not only improves efficiency and eliminates unnecessary paperwork it also maximizes participation and improves marketing capabilities. BristolVtRec.com also displays nicely on mobile devices and provides the community with a convenient source of information for the Recreation Department.

The Recreation Department is hoping in the future to build a community center, but for now, we have refocused our efforts to providing quality programming and building a stronger infrastructure so we will have a clearer vision of what we and the community need.

For more information about the programs currently being offered, please visit our website at [www.BristolVtRec.com](http://www.BristolVtRec.com)

Respectfully,

Meridith McFarland  
Recreation Department Director

### Recreation and Hub Grants

- PREP (Vermont Health Department) - \$7,350– Program Support
- RiseVT! - \$1,500 – Support for health driven activities and nutrition program
- Spark! \$3,000 – To support hosting student chosen classes at the Hub
- RiseVT! – \$500 – Support for the Vermont Rise Walking Network
- Governor Wellness Grant - \$5,757 – Summer Mountain Bike Programming
- United Way – Funding for additional Staff





## **The Bristol Hub Teen Center**

The Hub Teen Center has been serving Bristol and the 5 Town Community for more than 20 years. The program began as part of the UVM/ECC (Expanding the Caring Community) Grant. Ray Beaver, the Program Outreach Assistant for the project, coordinated the effort to create a space for youth to socialize in a safe and supervised environment. Out of the 13 Teen Center's created from that original UVM Grant, only the Hub remains in operation. Additionally, of all the youth centers currently operated in the state of Vermont, the Bristol Hub is the longest continuously open drop-in center. This displays the true dedication that (the citizens of) Bristol gives to its youth. The Hub Teen Center & Skate Park is a space serving youth from ages 12 to 19. Staff members work to provide the tools for youth to have a place of their own to socialize, study, access the internet, create and listen to music, explore interests in new technologies, support developing passions like photography, cooking, and art, feel safe, and experience the support of adults who respect the challenges of young adulthood. We are located on Airport Drive in Bristol, behind the American Legion and right across the road from Mt. Abraham Union High School. In 2019 the Hub Teen Center served over 169 individual youth and our space was utilized by teens 2,491 times. Based on the number of days we were open in that period, the Hub served an average of about 11 youth every day.

### **Programming:**

In 2019 the Hub saw the continuation of many long running programs, the revival of some past ones, and the introduction of new ones. We continued our partnership with Vermont Department of Health and taught two PREP courses, educating fourteen teens about consent, contraception, sexuality, and health. We have been teaching PREP since 2012 and plan to continue to offer the course at least 3 times a year. We have expanded our relationship with WomenSafe, welcoming one of their staff into the Hub every week. They have been educating teens about healthy relationships, platonic or romantic, and helping the staff to work towards maintaining the most inclusive space possible. We re-started the Hub Community Advisory Board (CAB) meetings this past summer. CAB allows for a monthly time where members of the community can come into the Hub, hear about what we are doing, give feedback and advice. It has been a huge help in the development of the Hub as it allows for staff to connect with supportive community members and find out about what they would like to see at the Hub. This summer we started hosting summer camps for youths 10-15 years of age. The week-long camps had various themes, during which we made art, cooked, swam, and broke a lot of things (on purpose). In August, we had the pleasure of hosting a Surf Rock party at the Recreation fields and plan on having even more music this coming summer. We hosted the Governor when he came to Bristol for his "Capitol for a Day" tour. The United Way of Addison County and the Vermont Department of Health organized a round table about youth substance use and prevention. Teens from the local high schools came together and discussed what they were doing as prevention work and what the adults can do to support them.

### **Building:**

The Staff at the Hub has been working to renew the look of the Hub. The building and skatepark received a fresh coat of paint, our old vegetable garden was resurrected with the help of Taylor

Goodwin, and a new pollinator garden was planted in front of the Will Kasso mural on the skatepark. The interior also received an updated look, new paint and murals have cleaned and brightened up the look of the Hub. The indoor halfpipe was broken down into a quarter pipe because of safety concerns, it now serves as a stage, sporting the Hub's collection of instruments. A new rug makes it feel a lot cozier and Middlebury College donated some old Mac's so the computer wall looks properly outfitted. We received several donations from community members and local businesses including: new appliances, furniture, gardening supplies, sports equipment, electronics, games and more.

The Hub has been around for more than 20 years, and in that time, it has had many different looks, all catering to the aesthetic and interests of the current teen population. The staff works to try to adapt the space so it will feel like a home away from home for as many teens as possible. We love when community members stop by and visit the space. We are proud of it and want it to feel welcoming to everyone!

Thoughtfully,

Taylor Welch  
She/Her  
Hub Director



## Water and Wastewater Department

The Bristol water system continues to operate in compliance with all state and federal drinking water standards. A consumer confidence report is generated each year that explains the quality of Bristol's water and terminology to help us understand what the Department of Environment Conservation requires we test for. It is available on our Website at [www.bristolvt.org](http://www.bristolvt.org) and at the Town Office.

The Bristol Selectboard also serves as the Water Commission. In this capacity, they review monthly budget reports, reports from our water operators, plan for infrastructure projects, and tend to the coordination of routine maintenance.



*West Street New Hydrant & Valve by the Bank*



*New Doors at Water Pump House*



*Leak Repaired with a New Service at the Post Office*

The Town continues to monitor for leaks and address repairs. The system participated in a free state-funded 3-day leak detection survey this summer resulting in four leaks found on West Street and East Street that were repaired in November and December.

Several leak repairs were completed this year including:

- Repair of a leaks in (3) service lines on West Street;
- Replacement of a hydrant and valve on West Street;
- Repair of a leaking service line on East Street.;
- Repair of a leaking valve on East Street;
- Leak repair and replacement of hydrant and valve on the corner of Taylor and Elm; and
- Repair of (2) leaking curb stops on Mountain Street.



*Leak Repair with New Hydrant & Valve on the Corner of Taylor & Elm*

We continue to monitor metered water use against water produced to achieve as little water loss and as much efficiency as possible.

Five new water services were added on North Street for the new housing development there, and two new services and a line extension were installed on Devino Lane for a new multi-family home and single family-home. The rotting double doors were replaced on the water pump house.

Selectboard meetings are held every other Monday night and the Water Commissioners hold an annual public meeting in the spring, where customers may voice concerns, ask questions, and make suggestions. That is when the budgets will also be approved. Customers may also contact the Town Office at 453-2410 any business day, and someone will be there to help.

The Core Area sewer system continues to serve the thirty-four properties located on Main Street and Prince Lane. The Selectboard also serves as the Sewer Commission and holds an annual public meeting and vote on the budget in the spring. In this capacity, they review monthly budget reports, reports from our wastewater operators, plan for infrastructure projects, and tend to the coordination of routine maintenance of the sewer system.

Per Green Mountain Engineering's recommendation in the annual inspection report, maintenance work was performed over the year to remove grease that was clogging various components of the system. In addition, the Town continues to work with businesses to continue to reduce grease and non-flushables coming into the system through routine internal grease trap maintenance. The Town is sharing the ***Don't Flush It*** campaign with all sewer connections to continue to reduce rags and other matters clogging the system.

**SOLID MATERIALS**  
Your private or municipal system can process only toilet paper, which is designed to fall apart rapidly.  
**Never flush** household solid waste such as paper, cloth, or plastic film, even if the package says it's "flushable." Those "flushable" wipes are a leading cause of serious clogs - never flush them!  
These items don't dissolve. They mix with fats, oils, and greases, creating clogs that require costly repairs. They can also cause sewage overflows into rivers and lakes.

**SOLID MATERIALS DISPOSAL**  
Toss household solid waste materials into the trash for pickup, or take them to your municipal drop-off. Don't try to burn or compost them (except food scraps)!  
**Food scraps** also cause clogs - and in-sink disposals don't help! Compost them if you can. Vermont law requires that by July, 2020, all food scraps be diverted from landfills and used in composting or biodigestion. Your trash hauler will facilitate.

**NEVER FLUSH**  
The following common household items should never be flushed:

- Paper towels
- Disposable diapers
- Tampons & applicators
- Sanitary napkins
- Hair
- Rags
- Dryer lint
- Cleaning/disinfectant wipes
- Cigarette butts
- Q-Tips
- Dental floss
- Bandages
- Condoms
- Cotton balls
- Facial tissues
- Flushable wipes
- Candy wrappers

**DON'T FLUSH IT!**  
**VOLUME 1: CLOGGERS!**

How to save money and hassle - and protect the environment - by knowing what NOT to flush or pour into your septic tank or municipal sewer system.

**RULE #1:** Sewage treatment systems, big or small, are designed to handle pee, poo, and toilet paper. That's it! Everything else causes problems.



*Influent Sewer Structure Clogged with Rags from Items Flushed Daily that Should go in Garbage Can*

The Town anticipates hiring engineering services to be paid for through a DWSRF planning loan to study potential upgrades to the community sewer system.

Vermont Utility Management Services (VTUMS) operates our water and wastewater systems as our contract operations firm. Cyrus Marsano is our designated operator and may be contacted via the Town Office at 453-2410.

Respectfully submitted,

Valerie Capels, Town Administrator  
Cyrus & Jill Marsano, VTUMS

## WATER DISTRICT BUDGET

	2018-2019	2018-2019	2019-2020	2019-2020
	BUDGET	ACTUAL	BUDGET	ACTUAL
				thru 12/31/2019
<b>REVENUES</b>				
Water Rents	252,000	276,825	293,913	158,843
Interest & Penalty	4,000	3,394	4,000	2,099
Water Service Connection Fees	500	5,504	500	1,042
Sugar Wood Revenue	950	1,014	950	-
Miscellaneous Revenue	100	-	100	53
<b>TOTAL REVENUES</b>	<b>257,550</b>	<b>286,737</b>	<b>299,463</b>	<b>162,036</b>
% change from previous budget year	-6.6%		16.3%	
<b>EXPENSES</b>				
Personnel/Labor	2,000	857	2,000	338
Admin/Clerical Salaries	10,420	10,536	11,500	5,881
FICA/Medicare	810	788	863	440
Health Insurance	2,080	1,854	2,515	1,235
Retirement	770	198	863	-
Disability Insurance	115	111	140	64
Supplies	10,000	18,615	16,000	18,199
Meters, Touchpads, etc.	855	459	800	-
Electricity - Pump	33,000	31,385	33,000	13,412
Electricity - Basin St. Building	500	230	500	99
Operating Contract	66,150	66,154	71,442	35,721
Contracted Services	17,500	36,693	30,100	46,362
Postage & Office Supplies	1,000	1,144	1,000	33
Communications	600	563	600	-
Insurance	1,300	1,286	1,300	1,269
Building Overhead & Maintenance	7,000	3,403	6,600	6,032
Compliance Testing	2,000	2,079	2,000	932
Vt Water System Fee	4,000	4,124	4,200	2,288
Property Tax - Lincoln property	360	349	360	377
Bond and Note Payments	69,290	37,455	85,680	52,446
Capital Reserve Fund	24,800	24,800	25,000	25,000
Transfer to Capital Roads - Paving	2,500	2,500	2,500	-
Miscellaneous	500	450	500	-
<b>TOTAL EXPENSES</b>	<b>257,550</b>	<b>246,033</b>	<b>299,463</b>	<b>210,129</b>
% change from previous budget year	-6.6%		16.3%	

The proposed FY2021 Water District budget will be presented, reviewed, and voted on at the annual Water District meeting at the end of May or early June 2020.

## Water Department Capital Equipment Fund Long Range Plan

	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>
<b>Balance (06/30/2019)</b>	6,000	11,007	-43,980	-59,032	-41,103	-23,153
<b>Appropriation</b>	25,000	35,000	35,000	38,000	38,000	38,000
<b>Estimated Interest</b>	7	13	-53	-71	-49	-28
<b>Other Revenue</b>						
<b>Total Available</b>	31,007	46,020	-9,032	-21,103	-3,153	14,820
	<i>Rocky Dale hydrant hydraulic study. Tranform 4" pump #1 to 2"; phase in SCADA panel replacement.</i>	<i>Replace original generator at pump house. Phase in SCADA panel replacement. Engineering report for lead packed joints replacement.</i>	<i>Replace or rebuild high lift pump. Engineering for Pine Street water line replacement.</i>	<i>Budget for unexpected repairs.</i>	<i>Budget for unexpected repairs.</i>	<i>Budget for unexpected repairs.</i>
<b>Equipment/Service</b>	20,000	90,000	50,000	20,000	20,000	20,000
<b>Closing Balance</b>	11,007	-43,980	-59,032	-41,103	-23,153	-5,180

The following project descriptions provide backup to the spreadsheet schedule for replacement of the Water Department's capital fund shown above. This is a planning tool and it is inevitable that circumstances will arise that require the plan to be altered. This plan is meant to be revisited each year, so adjustments, either financial, or in needs, may be made. The purpose of long range planning is to maintain the equipment and system in working order and to maintain a financial commitment. This plan was designed to reduce the need for bonding for all of our equipment and service needs. It does not reflect any emergency repairs. Replacement of meters and hydrants has been occurring on an as-needed basis and the cost of their replacements has been incorporated into the operating budget. A goal is to replace at least one hydrant per year. The opening FY2020 balance remains to be determined through the FY2019 audit process. The Water Commission will be taking a close look at the system's capital needs in the coming year and for discussion at the annual Water District meeting in late May or early June.

<b>2019-2020</b>	Hydraulic study for Rocky Dale hydrant replacement (4K). Tranform 4" pump #1 to 2" so that both high lift pumps #1 and #2 are indential and interchangeable (8,500). Phase in 30-year old SCADA panel replacement (+/-80K).
<b>2020-2021</b>	Replace original generator at pump house (50K). Phase in SCADA panel replacement (80K). Engineering report for lead packed joint replacement (DWSRF planning loan). Determine sources of funding.
<b>2021-2022</b>	Replace or rebuild a high lift pump (10,000). Engineering for Pine Street water line replacement (DWSRF planning loan).
<b>2022-2023</b>	Budget for unexpected repairs.
<b>2023-2024</b>	Budget for unexpected repairs.
<b>2024-2025</b>	Budget for unexpected repairs.



## SEWER DISTRICT BUDGET

	2018-2019 BUDGET	2018-2019 ACTUAL	2019-2020 BUDGET	2019-2020 ACTUAL thru 12/31/2019
<b>REVENUES</b>				
User Fees	41,500	42,227	55,460	27,259
Interest & Penalty Charges	400	0	200	66
Misc. & Allocation Revenue	0	1,859	0	0
<b>TOTAL REVENUES</b>	<b>41,900</b>	<b>44,087</b>	<b>55,660</b>	<b>27,325</b>
	2.4%		32.8%	
<b>EXPENSES</b>				
Admin/Clerical Salaries	2,815	2,801	3,400	1,384
FICA/Medicare	220	197	255	97
Health Insurance	600	602	675	386
Retirement	110	101	255	0
Disability Insurance	70	30	70	17
Operating Contract	9,450	9,450	7,938	3,969
Supplies	1,000	646	1,000	24
Insurance	205	191	205	174
Debt Retirement	11,886	11,857	12,295	11,346
Capital Reserve Fund	444	444	5,467	5,467
Maintenance & Septic Tank	11,100	8,552	20,100	8,250
Testing	1,000	0	1,000	0
Engineering	3,000	1,748	3,000	1,998
Miscellaneous	0	16	0	0
<b>TOTAL EXPENSES</b>	<b>41,900</b>	<b>36,634</b>	<b>55,660</b>	<b>33,114</b>
	2.4%		32.8%	

The proposed FY2021 Sewer District budget will be presented, reviewed, and voted on at the annual Sewer District meeting at the end of May or early June 2020.

## ZONING ADMINISTRATOR'S REPORT

The Zoning Administrator works with the Zoning Board of Adjustment, Downtown Design Review Commission and the Planning Commission to assist in the planning of meetings, the recording of minutes and other administrative matters as they arise.

Below is a six year review of zoning activities in the Town of Bristol.

	2014	2015	2016	2017	2018	2019
Applications						
Residential	11	6	9	6	12	12
Accessory Building (shed/garage/porch)	36	41	21	25	21	33
Addition	14	14	15	11	10	8
Change of use	14	11	6	6	6	5
Commercial	3	1	0	3	5	4
Other	11	22	31	19	17	11
<b>TOTAL</b>	<b>89</b>	<b>95</b>	<b>82</b>	<b>70</b>	<b>71</b>	<b>73</b>
Sub-Divisions	5	11	5	6	4	6
Planned Res. Development	2	0	3	2	1	2
Certificate of Compliance	43	59	61	52	68	44

Respectfully Submitted,  
Kris Perlee, Zoning Administrator





# COMMITTEES

## **Bristol Conservation Commission (BCC)**

### **Annual Report for 2019**

Commission members during 2019: Ken Johnson, Chair (resigned in April); Pete Diminico, Vice-Chair (resigned in June); Katie Reilley (Chair as of May); Carolyn Dash (Vice Chair as of May); Dave Rosen (reappointed); Carla Fenner (Clerk as of August); Jim Stapleton (resigned in May); Dave Henderson (resigned in May); Kristen Underwood; Randy Durand; Richard Butz (Clerk as of June, resigned in July); Melanie Lloyd; and Jono Chapin (appointed in December).

There were numerous changes in the Commission membership during 2019, as indicated above. Many thanks to Ken Johnson, who had been the Chair of the Commission for seven years, and who had been on the Commission since its inception. Thanks also to those people who became Commissioners, even if they could not continue serving.

This past year, the Conservation Commission was more active in developing and maintaining access trails around town, including the South Street Historical Project, and Memorial Park. This focus occurred as the Commission worked with the Bristol Trail Network (BTN), in particular, Porter Knight. Most notable was the establishment of the South Street Historical Interpretive Trail, which linked with another trail system along the New Haven River, developed by the BTN. Also significant were the efforts on the part of the Commission and the BTN to improve the trail system at Veterans Memorial Forest Park, focusing on making the public access safe and enjoyable. To that end Kristen Underwood worked with UVM students in the Engineering Department to analyze existing conditions and develop improvement plans for several areas around town.

#### **On-going projects:**

- Maintenance of the Eagle Park fishing access including repairs to the walkway, which suffered some erosion, with on-going assistance from Pete Diminico;
- Green-Up Day coordination and site work;
- Coordination with the Bristol Recreation Club and the Bristol Trail Network (BTN), spearheaded by Porter Knight, to develop a hiking trail system about the town;
- Continued involvement in Green Stormwater Infrastructure project which has been incorporated into the Bristol Village Stormwater Master Plan, using grant money from the Ecosystem Restoration Program;
- Development of the South Street Historical Project and installation of interpretive signs as a combined effort of BCC, CORE and the Bristol Historical Society;
- Coordination with Zapata Courage of VT Wetlands and Ripton Conservation Commission to review and re-establish the wetland limits and classification for Beaver Meadow, which straddles the Bristol/Ripton town lines;
- Regular water sampling of streams in the New Haven River watershed by the Addison County River Watch Collaborative and BCC commissioners, to track water quality and develop remediation strategies;
- Evaluation of emerald ash borer activity in the village;
- Maintaining interest in River Corridor Protection; and,
- Working with Ian Albinson of CORE to develop an informational brochure that highlights Bristol's natural resources, as well as revamping the Conservation website.

Many thanks to Bristol residents for your continued support!

## **Bristol Energy Committee (BEC)**

### **Annual Report for 2019**

Committee members: Sally Burrell, chair; Ian Albinson; Richard Butz; Mike Corey; John McCormick; Liston Freeman; Lance Laliberte; Stephen Taylor

The Bristol Energy Committee was established in 2007 by the Selectboard. Its mission is to investigate the energy use in the Town of Bristol and explore energy conservation and efficiency for Bristol residences, businesses, and transportation.

BEC's 2019 projects were informed by innovations in efficiency and cleaner energy, community resilience efforts, and the state's mandate of 90% renewable energy by 2050.

- The May 4th **Green Up Day Expo**, collaborating with the Conservation Commission, offered electric bicycles and cars for test driving; free bicycle tune ups; rain barrel workshops; SunCommon bouncy house; and info tables for Bristol Trail Network, Bristol Historical Society, Mt Abe students' *Keep Bristol Beautiful* plastics campaign, Bristol CORE, New Leaf Organics Farm, and an exhibit of pollinators.
- Green Mountain Power's fall offer of a free **Electric Vehicle charger for Bristol** stimulated a search for an ideal location. The project is on hold until March/April 2020.
- Municipal energy use/cost data was gathered in preparation for audits.
- The Maine non-profit, **Window Dressers**, extended their popular community project to Bristol and other VT towns. The affordable, volunteer assembled, window inserts offer energy cost savings and comfort. Twelve Bristol homes signed up in 2019.
- BEC remained aware and engaged in legislative activity involving energy and efficiency.
- A **reserve shelf was established at Lawrence Memorial Library**. A Kill-A-Watt Electricity Usage Monitor and resources on energy savings, emissions reduction and climate solutions are available on loan.
- **Button Up in Brief** by Matt Sharpe invited residents to learn about priority areas for weatherization, available rebates and low interest financing and how to sign up for free home consults with EVT staff.
- BEC members reached out to Mt Abe students and attended Energy Action Group meetings, learning and sharing ideas and information.

2020 plans begin with the Assembly Workshop for insulating window inserts. BEC will conduct an energy audit at Lawrence Memorial Library for cost saving opportunities. A STEM fair in early April will offer students hands-on learning about science, math, energy and technology in a rapidly changing world. The second annual Green Up Expo will be in early May.

If you are interested in becoming a member of the Bristol Energy Committee, please contact the Town Clerk's Office, or visit the committee webpage at [www.bristolvt.org/energy](http://www.bristolvt.org/energy).

## Planning Commission Report (PC)

Over the year, the Bristol Planning Commission (PC), has been working through an update of the **Bristol Town Plan** with technical assistance from the Addison County regional Planning Commission (ACRPC). The work is two-fold, first updating all the statistical information in each section and second, adding newly required sections, such as Flood Resiliency and Forest Fragmentation (Act 171). The Bristol PC will hold an informational **Open House** (pizza included) in March to share their current work on the plan, answer questions and solicit feedback from the public. Information on the date and time of this event will be publicized. The updated plan is scheduled to be completed by May 2021 and will come to the voters for approval in the Fall of 2021. Members of Bristol's Energy Committee, the PC and Andrew L'Roe of ACRPC have completed a draft **Enhanced Energy Plan** for Bristol. As well as developing a plan for future renewable energy in Bristol, this plan identifies, through surveys, mapping and analysis 'preferred sites' for future these energy projects throughout the town. The local and regional adoption of this plan will give Bristol a voice in determining where energy projects should and should not be located in the community. The PC hopes to have the Enhanced Energy Plan adopted by the Bristol Select Board this Spring.

Additionally, the Planning Commission, with the help of the Bristol Zoning Administrator, Kris Perlee, is developing **Subdivision Regulations** for Bristol. A draft has been completed and is being reviewed.

The PC reviewed several Site Plan and Planned Unit Development (PUD) applications this year. All of these projects were residential.

The Planning Commission typically meets on the third Tuesday of every month (and on the first Tuesday of the month, if necessary), at 7 pm in the Town Offices at Holley Hall. Meetings are televised and videoed by Northeast Addison Television ("NEAT") for viewing on cable TV and at NEAT's and the Town's websites. The public is invited to attend meetings and comment on work being done by the Planning Commission. **The Planning Commission is looking for volunteers to serve on our board. If anyone is interested, please contact the Town Administrator, Valerie Capels.**

Respectfully,

Katie Raycroft-Meyer, Planning Commission Chairperson  
William Brown, Planning Commission Vice-Chairperson

## **Revolving Loan Fund**

### **Annual Report- 2019**

In 2019 we had only one bit of loan activity in the Revolving Loan Fund and that was a refinancing of an existing note. The Town, as of this writing, has \$333,000 available to lend.

The Revolving Loan Fund was established in the early 1990's. The resource came from a Community Block Grant Bristol received in the mid 80's to refurbish downtown apartment units and storefronts. The Town loaned the grant dollars we were awarded to downtown property owners. We were able to recycle the grant dollars when the downtown loans were repaid. The pool of money available to new borrowers, once all the original loans were repaid, totaled approximately \$250,000. This town resource has grown in value to almost three times the original balance thanks to sound management by your Select Boards.

Who can access the Revolving Loan Fund and to what purpose can these dollars be put to use? The Fund is available to lend to any individual, couple, or business entity. Historically the priorities for using the Fund have been economic development projects, improving affordable housing, and public safety projects within Bristol. It is important to note that the Select Board has the authority to expand and accept applications for other uses. For example, the Board could accept applications from people that would benefit from enhanced home weatherization. This type of low interest use would allow the homeowner to save money on heating, increase home comfort, and help out on the climate change issues by reducing emissions. There are likely other project possibilities that would meet the spirit of the program.

While the Revolving Loan fund is available to many, the program is not designed to compete with our local banks and credit unions. Borrowing from the Fund was meant for situations when traditional lending wasn't likely or when our loans were combined with traditional lenders in order to meet a need. The Board has always been flexible in their application review.

It is easy to proceed and complete an application for Fund dollars. The details on how to move forward are available at the Town office. If you have questions, are curious about existing loans, or the Funds lending history, information is available at the Town office and thru members of the Revolving Loan Committee.

Bristol's Revolving Loan Fund is a great resource. There are very few communities in Vermont that can offer similar low-cost lending. The Select Board envisions that the dollars available will be constantly be recycled within the community for worthy efforts.

Fred Baser  
Chair of the Revolving Loan Committee

# APPLICATION FOR VOLUNTEER POSITIONS IN TOWN GOVERNMENT

The Town frequently looks for qualified individuals to serve as Town Officers, or as members of the Commissions and Boards. In addition, there are other positions, as well as special committees, which may be appointed by the Selectboard. Please see the list of Town officers in the Town Report for a complete listing. There are also other groups in town who are always looking for volunteers. If you are interested in getting involved, please fill out and return this form to the **Town Administrator, Town of Bristol, PO Box 249, Bristol, VT 05443**, drop off at the Town Office at One South Street, Bristol, or in the box located in the lobby of Holley Hall during Town Meeting or Election Day on Tuesday.

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

Why are you interested? \_\_\_\_\_

\_\_\_\_\_

What skills do you bring to the volunteer position? \_\_\_\_\_

\_\_\_\_\_

## Interest in serving on:

### Town Offices:

- ☐ Planning Commission
- ☐ Zoning Board of Adjustment
- ☐ Conservation Commission
- ☐ Design Review Commission
- ☐ Energy Committee
- ☐ Equipment Committee
- ☐ Revolving Loan Fund Committee
- ☐ Police Advisory Committee
- ☐ Hub Advisory Board
- ☐ Other: \_\_\_\_\_

### Other Community Groups:

- ☐ Howden Hall Committee
- ☐ Holley Hall Committee
- ☐ Fourth of July Committee
- ☐ Bristol Historical Society
- ☐ Bristol Recreation Club
- ☐ Bristol CORE
- ☐ Bristol Fire Department
- ☐ Bristol Friends of the Arts
- ☐ Bristol Best Night
- ☐ Bristol Rescue Squad
- ☐ The Peace Garden

# APPROPRIATIONS

## Addison County River Watch Collaborative 2019 Report

*The mission of the Addison County River Watch Collaborative (ACRWC) is to monitor and assess the condition and uses of our rivers over the long term, raise public awareness of the values and functions of our watersheds, and support stewardship that improves water quality. The rivers we collect samples from are: Middlebury River, Otter Creek, New Haven River, Little Otter Creek, Lemon Fair, and Lewis Creek. About 30 volunteers take water samples at about 30 stations around the county during spring and summer months. Our water quality measurements include: bacteria (*E.coli*), phosphorus, nitrogen, and turbidity.*

At 2019 Town Meeting, as in previous years, the voters of the Town of Bristol voted to contribute \$300 to the funding of Addison County River Watch. Nine other towns in the county contribute similar amounts. ACRWC's annual cash budget is approximately \$10-\$25K. Non-cash donated services, including volunteer monitoring and the processing and analyzing of water samples by the Vermont Department of Environmental Conservation's lab, are valued at about \$45K.

In Bristol and nearby, during the 2019 sampling season, River Watch sampled from sites at Bartlett's Falls, South St. Bridge, and Sycamore Park in Bristol, as well as sites downstream of Bristol on the New Haven River and Little Otter Creek. Of significance at Bartlett's Falls this past summer were provisional data that showed exceedances of the water quality standard for *E.coli* in the months of June and August. Results will be fully quality-assured and quality controlled, and then reported to communities in early spring. Our training day for interested volunteers will be Saturday, March 21, at the Addison County Regional Planning Commission in Middlebury.

In 2019 Richard Butz continued the role of sampling coordinator in the New Haven River. Contact: [mwitten@gmavt.net](mailto:mwitten@gmavt.net); 434-3236; Webpage: [www.acrpc.org/acrwc](http://www.acrpc.org/acrwc).



*New Haven River at confluence with Muddy Branch, an ACRWC sample station (NHR2).  
Photo by Matt Witten*



## ACTR 2019 Annual Report

Thank you for the Town of Bristol's generous support last year. During the past year, your support helped us provide 9,285 free trips for Bristol residents either by volunteer drivers or wheelchair accessible vehicles, including ACTR owned vehicles operated by Elderly Services, Inc. The Tri-Town Bristol and 116 Commuter buses provided an additional 15, 474 rides to or from Bristol in the past year. ACTR's Dial-a-Ride and Shuttle Bus systems provided a total of 173, 847 rides last year. This year, Tri-Town Bristol bus offers an additional schedule loop, closing the midday gap. All ACTR's transportation programs enable community members to maintain their independence, gain and keep employment and access critical healthcare and quality-of-life services.

**Dial-A-Ride System** – Focuses on specialized populations including elders, persons with disabilities and low-income families/individuals who are unable to access the bus system. In Bristol, Dial-A-Ride offers direct access from home to: medical treatments, meal site/senior programs, adult day care services, pharmacies, food shopping, social services, vocational rehabilitation, radiation and dialysis and substance abuse treatment.

**Bus System** – Promotes economic development, energy conservation, mobility independence and quality of life. Bristol residents have direct access to two bus routes. The Tri-Town Bristol can take them around town and connects to New Haven, Vergennes and Middlebury. The 116 Commuter gives direct access to Middlebury, Starksboro, Hinesburg, South Burlington and Burlington. Riders coming into Middlebury can access other routes around town, east to Ripton or south to Rutland.

The state and local grants through which we provide these services require us to raise up to 20% "local match" dollars. ACTR's requests from towns account for approximately 5% of the 20% requirement.

## **Bristol Cemetery Association**

The Bristol Cemetery Association is managed by a Board of Directors and is responsible for the operation and maintenance of Greenwood Cemetery at the foot of Stoney Hill. Greenwood and St. Joseph Cemeteries are the only two active cemeteries in Bristol. Meehan, Briggs Hill and Varney Cemeteries are maintained by the Town of Bristol.

The cemetery is tax exempt and nonprofit. There are currently seven directors serving on the board. Our annual meeting is held in June each year.

The current cost per grave is \$450.00, which includes the perpetual care. Twenty percent of the funds received for each grave are placed in our perpetual care fund. Each grave is allowed one full burial (casket) plus one cremation or two cremations. For an additional \$150.00, an additional cremation may be buried in a single grave.

The association must be notified before any monuments are placed, graves dug or burials permitted. Lot owners are not permitted to dig for full burials. Digging for cremation burials may be done by lot owners or family members.

Three lots were sold this year for a total of three graves. Four spaces were sold for additional cremations. There were a total of 25 burials in Greenwood which included 7 full burials and 18 cremations.

We wish to thank the Bristol Fire Department for filling the water tank in the cemetery. It was filled three times this past summer. We also want to thank Heffernan Brothers Aggregate LLC for donating 2 loads of crushed stone for driveways. Northland Job Corps in Vergennes worked on partial removal of two trees in Greenwood this past year. Brown's Tree Service will be removing a large partially dead maple which poses a danger to several monuments. Our directors also volunteered many hours in maintaining our cemetery (brush cutting, tree removal and trimming, road work, grave leveling, digging ditches, monument restoration, monument cleaning, trash removal, watering plants in urns, etc.).

Wahl Landscaping, LLC, did an excellent job in maintaining the cemetery this past summer. They have two years remaining in a three year contract. The wet spring and fall weather made it a real challenge for mowing.

Projected useable income from interest and lot sales in 2020 is \$5,108.00 and our estimated expenses are \$35,000.00. We are requesting \$29,000.00 from the town this year.

**Income – 2019**

Lot Sales	\$1,950.00
Interest from CDs	\$3,153.82
Interest from Money Market Accounts	\$4.37
Appropriation from Town of Bristol – Aug & Nov 2019	\$29,000.00
Donations	\$3,835.00
<b>Total Income</b>	<b>\$37,943.19</b>

**Disbursements -2019**

Mowing and Trimming Contract	\$31,522.50
Liability Insurance	\$350.00
Rental for Storage space	\$200.00
Flowers for Urns	\$55.32
P.O. Box Rental	\$90.00
Office Supplies, Postage & copying	\$44.08
Crushed Stone for Drives	\$450.00
Miscellaneous	\$545.40
<b>Total Disbursements</b>	<b>\$33,257.30</b>

Funds Available January 1, 2020 \$22,766.19

Respectfully Submitted,

Donald Lathrop, President  
Martha Chesley, Vice President  
Mike Brown, Treasurer  
Reginald Dearborn, Secretary  
Jim Rivers, Superintendent  
Kevin Corkins  
David Weaver

# BRISTOL X CORE

P.O. Box 413, Bristol, VT 05443 • (802) 453-7378 • [info@bristolcore.org](mailto:info@bristolcore.org) • [bristolcore.org](http://bristolcore.org)

Bristol's local downtown organization, Bristol CORE, is an essential part of our active and engaged community. Our mission and passion is to bring people together to keep our town vibrant, celebrate its history, and plan for its future.

## Events and Marketing

- **Pocock Rocks Music Festival & Street Fair** - Our Signature June event brought an exceptional line-up of musical performers, vendors, and activities to downtown Bristol.
- **Chocolate Walk** - Despite snowy weather, the event, now in its 12<sup>th</sup> year, attracted an excellent community turnout.
- **Eat, Drink and Be Merry** - Returned for its 3<sup>rd</sup> year, encouraging people to take in local musical acts and refreshments. Co-sponsored with Recycled Reading of Vermont.
- **Lumen Celebration of Fire & Light** - Our 4<sup>th</sup> year and the biggest turnout yet! The community enjoyed lantern-making, fire performance on the green, a procession down Main Street, and food & drink around the fire pits at Tandem and Vermont Tree Goods. Co-sponsored with Tandem.
- **Open Play at Holley Hall** - Our weekly gathering for babies, toddlers, or preschoolers on the move! Co-sponsored with the Bristol Rec Dept.
- **Reel Film Fridays** - Our Friday evening film series, in collaboration with Lawrence Memorial Library, continues to entertain with a wide selection of classic and contemporary films.

## Town & Community Relationships

- **Lawrence Library AV Project** - Collaborated with the Lawrence Memorial Library to install a permanent audio/visual projection set up to accommodate a variety of events, including film showings, lectures, kids' activities, and more.
- **Local Community Initiatives** - Continued our partnership with the *Local Community Initiatives Capstone Class*, taught by Bristol resident, and Bristol CORE board member, Kelly Hamshaw, in the Department of Community Development & Applied Economics at UVM.
- Continued conversations with the **Planning, Energy, and Conservation** Commissions, and regularly attended Town Selectboard meetings.

## Public Improvements & Historic Preservation

- **Main Street Lighting & Sidewalk Improvements Project** - Liaison with the Town of Bristol for this 2020 project that will update 14 main street lamp posts, inlays between the curb and the sidewalk, address drainage issues, improve ADA access, and include the replacement of the south side sidewalk. Bristol CORE is also working to include improvements to the pedestrian crossing at the east end of downtown block with bump outs, improved signage, and manual crossing signals.
- **Main Street Flower Baskets** - All lamp posts on Main Street and Prince Lane had sponsorship from a variety of generous local businesses and individuals. Thanks to Rocky Dale Gardens for basket design and planting.

- **Yearly Winter Decorating of Main Street** - holiday lights and decorations on lamp posts, the bandstand, Howden Hall, and Holley Hall, in collaboration with the Bristol Rec Dept.
- **Howden Hall Community Wi-Fi** - Waitsfield and Champlain Valley Telecom provided a new fiber-optic connection to the building allowing the installation of a Wi-Fi router on the first floor, allowing free and fast internet connection for the building.
- **Pop Up Parklet** - Exploratory project, working with the National Bank of Middlebury in Bristol, to design and develop a temporary pop up parklet in an unsafe alleyway between the Rockwood block (Tandem) and the Bank block in the downtown district.
- Attended meetings of the **Design Review Commission** for design-related zoning projects.

### **Economic Development**

- **Bristol COWORKING** - Bristol CORE created a new coworking space above the Bristol Cliffs Café. Two membership levels accommodate the needs of local freelancers, startups and remote workers.
- Aided in the sale of the 20 Main Street building.
- Welcomed five new businesses downtown; *Harmonia*, *Simon Says*, *Your Home*, *Island Girl Jewelry*, and *West St. Beauty*.
- **Bristol Bucks** - Continued support and promotion for Bristol's unique local currency that can be used as a gift certificate in most bristol businesses. Over \$4700 was purchased in 2019!
- Held regular conversations with downtown and local business owners, as well as Bristol property owners in the downtown district.

The Bristol CORE board continues to evolve with the addition of Hub Director Taylor Welch. Our thanks to outgoing board members Katie Raycroft-Meyer and Amanda Sorrell for their work this past year.

Fundraising, sponsorships, and volunteered person-power enables Bristol CORE to implement the projects and events that keep Bristol buzzing. A town appropriation provides a third of our funding, and we are truly grateful for the support of the Town Administrator, the Selectboard, and taxpayers in our fantastic community.

We welcome your ideas, involvement, enthusiasm, and financial support! To learn more about our signature events, current projects, to get involved, or make a tax-deductible contribution, please visit our website, [www.bristolcore.org](http://www.bristolcore.org).

Respectfully submitted,  
Bristol CORE Board of Directors

Board Members: Kelly Hamshaw, Aidan Lenihan, Meridith McFarland, Taylor Welch  
Ex-officio: Ian Albinson, Executive Director | Valerie Capels, Town Administrator

## Bristol Historical Society – 2019

The Bristol Historical Society hosts public meetings monthly from May to October. The presenters and subject matters were:

May	Mike Chesley	Bristol's Civil War Veterans
June	Giles Coates	Forgotten Farms
July	Cliff Adams	John Adams: Unsung President
Aug	L&D Barnard	Vermont; Up Close and Personal, 251 Club
Sep	Jim Jones	The Bristol Railroad
Oct	Ted Lylis	Bells of Bristol

This year I would like to again take the time to recognize Reg Dearborn and the list some of his many articles that were published in the Burlington Free Press:

Bristol Inn: A Community Cornerstone

Holley Hall: Meeting Space since 1884

Making Condensed milk in Bristol

Tales of the Bristol Beekeeper: Augustine E. Barnum

And many, many more. Reg is a member of the Bristol Historical Society and has been recognized for his research and publication skills.

The Society Executive Committee has created a list of historically significant homes, established a standard design and by working with the current homeowners proposed and reached agreement on the creation and mounting of that sign. The sign would contain the date of construction and the original owner. The list of houses with signs created and mounted this year are:

- Dickerman House / 1896 / Dennis and Barbara Maloney / 31 Pleasant St
- Isreal Eddy House / 1836 / John and Lois Burbank / 80 East St
- Ezra C Dike House / 1893 / Gerald Heffernan / Maple and Pleasant St.
- Solomon Drake House / 1825 / Wissel / 76 East St.

This year the Bristol Historical Society obtained a coffin manufactured by the Bristol Manufacturing Company which was located on South St. A walking tour of the ruins / foundations of the Bristol Manufacturing Company has been completed and is open to the public. This tour includes interpretive signs.

This year, 2019, was the first year where a scholarship award was given to a senior at Mt. Abe. The Historical Society Executive Committee developed the award and criteria for the determination of the winner of the award. With great pleasure the Bristol Historical Society awarded the scholarship for 2019 to Thomas Ross Carr.

The Bristol Historical Society hosted a visit from the Monkton Historical Society in July. The Monkton society, led by Giles Coates, visited both Bristol and Lincoln with the intent of assessing different methods of acquiring and displaying historical artifacts

related to their township. There were 8 members from the Monkton Historical Society and the Bristol hosts were Ted Lylis, Gerald Heffernan and Reg Dearborn.

Reg Dearborn has created a book: Fire Department History, related to the Bristol Fire Department. It was created at the request of the Bristol Fire Department and was given to all new recruits. The Bristol Historical Society discussed with Bristol Fire Department leadership the publication and sale of this book to the general public. This was approved and the society has authorized the printing and sale of 50 books at \$12 per book. These are available at the society headquarters in Howden Hall.

Anybody who has recently traveled to the state of New York, particularly the towns just across the Champlain Bridge; Port Henry and Westport, you may have noticed flags hanging from power poles that commemorate US veterans. Some preliminary work has been done with Green Mountain Power to determine the feasibility of having this type of recognition created and posted in Bristol. Based upon GMP criteria it does seem feasible and the Bristol Historical Society will be in discussions in 2020 about undertaking this project and hopefully it will result in further recognition of our war veterans.

In closing the BHS Executive Committee extends it thanks and appreciation to current members who support our activities through membership's fees, donations and the purchases of materials available at the Society headquarters in Howden Hall.

It is with great sadness that the Bristol Historical Society will miss George Smith who passed in 2019 and was a valuable member of the society for many years. George's absence will be missed by many as he was one of those 'bigger than life' characters who brought a smile to all who interacted with him.

Respectfully submitted, and Thank You,  
Stephen Ayotte. President; Gerald Heffernan, Vice President; John Burbank, Secretary; Ted Lylis, Treasurer; Members at large: Reg Dearborn, Rick Desorda and Sylvia Coffin



## **Bristol Recreation Club, Inc.**

The Bristol Recreation Club manages the 10 acre recreation land and properties on Airport Road adjacent to Mt. Abraham Union High School. It includes the fields, tennis courts, pump track, skate park and HUB building, a picnic pavilion, ice skating rink and of course, the signature Grandstand, which is a town landmark. The facilities are maintained by club members, volunteers, and a few contracted services. We want to thank all the community members and businesses who have volunteered or donated time, labor, and/or materials for projects and improvements to the property.

The Recreation Club property hosts annual events such as the July 3rd Celebration, the Three Day Stampede Cystic Fibrosis fundraiser, the "Better Late Than Never" Car Show, as well as several others. The skate park and The Hub (Bristol teen center) - managed by the Bristol Recreation Department is part of the Club's property and continues to be a great place for youth in the area to congregate and engage in various activities. Our property is home to Bristol Little League, Addison United Soccer and Lacrosse, Bristol Youth Sports soccer, and more. The Ice Rink offers public skating when weather/volunteers permit. The Sodbusters Horseshoe Club continues to improve and maintain their space and hosts several tournaments each year with great success.

We would like to highlight some exciting work in our community this year **with a special thanks to Porter Knight who has led this effort**. The Bristol Trail Network (BTN) is a project of the Bristol Recreation Club established in 2017 to create and maintain trails in the community. In 2019 the BTN completed several new trail segments in the village resulting in a continuous 3-mile trail. Walkers, trail runners, hikers, and snowshoers have been enjoying the woods from Basin Street to South Street, through the Coffin Factory, along the New Haven River, up to the FireHouse, around the future Business Park, around the edge of the High School Property, and around the Old Dump up to Pine Street.

Trail work was done by over 4 dozen volunteers ranging from age 6 to age 80 and including groups from the BTN mailing list as well as Mt Abe, Green Mountain Club, Middlebury College, UVM, and the Vermont Youth Conservation Corps. Work was supported by donations from community members as well as grants from the State of Vermont Building Communities Fund and RiseVT. The BTN has already received grants for continued work in 2020 from the State of Vermont Building Communities Fund, the Outdoor Gear Exchange, and ShareYourself/Front Porch Forum.

Maps and signs are in the works and expected to be available by the summer hiking season. Contact Porter Knight (knight@gmavt.net) if you have questions or suggestions for the Bristol Trail Network, and if you would like to be on the BTN mailing list.

The Club obtains its funds from grants, donations, member fees, user fees, and an appropriation from the Town of Bristol. We greatly appreciate the support of the local taxpayers to help us keep this property open and accessible for the community. We encourage you, the community, to become active and get involved to help ensure the Recreation Club facilities and grounds usage continues to meet the needs and expectations of the people. Your input and involvement is crucial to the continued existence and growth of the Club and property. Please consider joining and becoming an active member of the club. Visit us at: [bristolrecclub.org](http://bristolrecclub.org)

Respectfully

Troy Paradee, President

Bristol Recreation Club, Inc.



## Bristol Recreation Club, Inc.

### Revenue

		<b>Budget</b>		<b>Actual</b>		<b>Budget</b>		<b>Proposed</b>
		<b>2018-19</b>		<b>2018-19</b>		<b>2019-20</b>		<b>2020-21</b>
Cash on Hand	\$	3,288	\$	3,288	\$	2,545	\$	-
Donations		50		500		300		500
Electricity Users		300		-		350		-
Field Rentals		4,000		4,625		4,000		4,250
Community/Youth Center		7,200		7,200		7,200		7,200
Town Appropriation		15,000		15,000		15,000		15,000
Memberships		650		520		750		500
Miscellaneous		200		650		200		225
<b>Grand Total</b>	<b>\$</b>	<b>30,688</b>	<b>\$</b>	<b>31,783</b>	<b>\$</b>	<b>30,345</b>	<b>\$</b>	<b>27,675</b>

### Expenditures

#### Administration Costs:

Office (Postal box, cks, etc.)	\$	275	\$	224	\$	700	\$	500
Audit		300		250		250		250
Donations		50		-		50		50
Scholarship		500		500		500		500
<b>Total</b>	<b>\$</b>	<b>1,125</b>	<b>\$</b>	<b>974</b>	<b>\$</b>	<b>1,500</b>	<b>\$</b>	<b>1,300</b>

#### General Maintenance

Property/Liability Insurance	\$	2,900	\$	2,240	\$	2,500	\$	2,500
Contracted Services		7,500		3,990		7,500		7,500
Electricity (Club)		1,000		493		975		850
Users		300		-		350		-
Equipment		800		-		800		500
Materials and Supplies		2,213		3,345		2,570		3,000
Mowing and Trimming		5,100		3,675		5,200		5,200
Plowing		950		1,275		1,000		1,200
Refuse Removal		400		280		350		150
Water		400		336		350		400
Ice Rink (Repair/Maint.)		1,000		-		1,000		1,000
<b>Total</b>	<b>\$</b>	<b>22,563</b>	<b>\$</b>	<b>15,634</b>	<b>\$</b>	<b>22,595</b>	<b>\$</b>	<b>22,300</b>

#### Capital Expenditures:

Community/Youth Center	\$	1,000	\$	1,000	\$	-	\$	-
Grandstand		1,000		1,000		1,500		1,000
Tennis Courts		500		500		500		500
Multi-purpose Field		4,000		4,000		4,000		4,000
Septic System		500		500		250		250
Trail Project		-		-		-		1,000
<b>Total</b>	<b>\$</b>	<b>7,000</b>	<b>\$</b>	<b>7,000</b>	<b>\$</b>	<b>6,250</b>	<b>\$</b>	<b>6,750</b>
<b>Grand Total</b>	<b>\$</b>	<b>30,688</b>	<b>\$</b>	<b>23,608</b>	<b>\$</b>	<b>30,345</b>	<b>\$</b>	<b>30,350</b>

## **Lawrence Memorial Library**

### **Board of Trustees Report**

From their inception, public libraries have evolved beyond their role as the keepers of books and purveyors of information. In 1731 in Philadelphia, the Junto Discussion Club met in their new public library in order to settle arguments as well as to advance themselves through information sharing. In 1893 the city boosters of Butte, Montana opened a public library as a method of social control, “an antidote to the miners’ proclivity for drinking, whoring and gambling.” By the early 20<sup>th</sup> century, the Carnegie libraries provided classrooms for growing school districts, Red Cross stations and public meeting spaces.

Fast forward to 2019 at the Lawrence Memorial Library, where individuals, families and groups come to make connections. Here are some examples:

- Tutoring, job counseling, supervised visits for children and non-custodial parents, one-on-one meetings with DCF counselors and clients are regular events in the neutral space of the multi-purpose room downstairs.
- Story Time and Books for Babies create lasting friendships as parents and children share the wonder of books together.
- After-school Lego Club encourages cooperative play among children who might not otherwise interact.
- Meetings and gatherings for planning, sharing, support and entertainment build community relationships. Some examples are:

VT Basic Education, ELP (after school Extended Learning Program), Walk Bristol Committee Meetings, Farmers’ Market Restart Group, VT Tax Shelter Workshop

Addison County Home Health Aphasia Support Group, Home Schooling groups, sewing groups

Reel Film Fridays, One World Library Programs, The Bristol Players (for rehearsals and performances), Quarterly Open Poetry meetings, authors visits for discussion and promotion of books published by local authors

New for 2020 – Game Nights on the first Wednesday of the month!

We encourage anyone hosting a public meeting to use LML, the community’s space for collections and connections.

Finally, we wish to acknowledge our volunteers for the generous donation of their time and talents: Joanne Shedrick, Cathy Duclos, Eleanor Menzer, Maya Menzel and and Emmaline Heilman.

Sincerely,

The Lawrence Memorial Library Board of Trustees

Caroline Engvall, Jill Mackler, Anne Wallace, Lynn Camara, Melanie Stultz-Backus

Lawrence	Memorial	Library	Budget	2020-2021
	Budget 2018-2019	Actual 2018-2019	Budget 2019-2020	Proposed 2020-2021
<b>Revenue:</b>				
Town Appropriations	\$ 137,872.00	\$ 138,078.00	\$ 140,340.00	\$ 144,248.00
Investment distribution	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00
Fund Raising	\$ 1,500.00	\$ 2,576.00	\$ 1,500.00	\$ 1,500.00
Donations and fines	\$ 1,200.00	\$ 4,126.00	\$ 2,000.00	\$ 2,000.00
Misc Income		\$ -		
<b>Total Revenue:</b>	\$ 151,572.00	\$ 155,780.00	\$ 154,840.00	\$ 158,748.00
<b>Expenses:</b>				
Salaries	\$ 103,127.00	\$ 102,067.00	\$ 106,220.00	\$ 107,228.00
Payroll Taxes	\$ 8,200.00	\$ 8,441.00	\$ 8,400.00	\$ 8,500.00
Retirement	\$ 4,100.00	\$ 4,139.00	\$ 4,425.00	\$ 4,400.00
Life disability workers comp	\$ 800.00	\$ 589.00	\$ 700.00	\$ 700.00
Books	\$ 6,000.00	\$ 5,348.00	\$ 5,500.00	\$ 6,000.00
Digital Media/DVD	\$ 2,000.00	\$ 3,429.00	\$ 2,800.00	\$ 3,000.00
Children's Materials	\$ 3,000.00	\$ 3,284.00	\$ 2,800.00	\$ 3,000.00
Young Adult Materials	\$ 1,000.00	\$ 1,491.00	\$ 900.00	\$ 1,000.00
Processing Supplies	\$ 400.00	\$ 264.00	\$ 470.00	\$ 300.00
Technology	\$ 1,000.00	\$ 565.00	\$ 1,000.00	\$ 750.00
Office Supplies	\$ 1,100.00	\$ 1,000.00	\$ 1,000.00	\$ 1,100.00
Custodial Supplies	\$ 1,100.00	\$ 1,139.00	\$ 900.00	\$ 1,100.00
Postage and courier	\$ 1,600.00	\$ 1,062.00	\$ 980.00	\$ 1,000.00
Travel	\$ 200.00	\$ 116.00	\$ 200.00	\$ 100.00
Programs	\$ 300.00	\$ 207.00	\$ 500.00	\$ 250.00
Education	\$ 50.00	\$ 85.00	\$ 100.00	\$ 50.00
Dues/Memberships	\$ 35.00	\$ -	\$ 50.00	\$ -
Professional Fees	\$ 3,400.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00
Equip Maintenance	\$ 450.00	\$ 53.00	\$ 675.00	\$ 450.00
Grounds Maintenance	\$ 900.00	\$ 250.00	\$ 800.00	\$ 700.00
Building Maintenance	\$ 1,000.00	\$ 2,582.00	\$ 1,000.00	\$ 2,000.00
Cleaning	\$ 3,900.00	\$ 3,990.00	\$ 3,900.00	\$ 4,400.00
Fuel Oil	\$ 1,800.00	\$ 2,572.00	\$ 2,200.00	\$ 2,400.00
Electric	\$ 2,300.00	\$ 2,744.00	\$ 2,300.00	\$ 2,500.00
Telephone and DSL	\$ 1,200.00	\$ 1,432.00	\$ 1,200.00	\$ 1,400.00
Water Expense	\$ 250.00	\$ 492.00	\$ 250.00	\$ 500.00
Building Improvements	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Library automation support	\$ 1,300.00	\$ 1,067.00	\$ 850.00	\$ 1,000.00
Bank charges	\$ 60.00	\$ 120.00	\$ 120.00	\$ 120.00
Misc Expense	\$ 130.81	\$ 860.00		\$ 200.00
<b>Total Expenses:</b>	\$ 151,702.81	\$ 153,988.00	\$ 154,840.00	\$ 158,748.00

#### Lawrence Memorial Library Endowment Fund Balances

Fund	Year	Ending balance 12/31
Vera Cline Endowment	2018	\$ 109,524.48
Vera Cline Endowment	2019	\$ 102,479.15
Unrestricted Endowment	2018	\$ 98,154.90
Unrestricted Endowment	2019	\$ 103,305.06

#### Library Enhancement Fund 2018-2019

June 30, 2018 balance	\$1,408.00
Income	\$1,563.00
Expenditures	\$2,297.00
June 30, 2019 balance	\$674.00

This fund is for the purpose of financing capital improvements and library services and collections not included in operating expenses. The fund includes gifts, special donations, and grants.

## **BRISTOL LITTLE LEAGUE**

In 2018 we completed our dugout / announcers booth project. This project will provide a better experience for our players. The home field dugout is closer to the field and will allow for announcing of games for our youth and other baseball/softball related activities as well other community events that take place in this space. Overall cost of the project was about \$28,000 which included about \$15,000 in donated labor by several local craftsmen and around \$13,000 for supplies and other costs. In addition, donations in 2019 helped update equipment with the purchase of catcher equipment for player safety. Last year we also had over 80 kids sign up to play little league. Scholarships are also available and awarded to those families who can't afford the registration fee. All five towns participated on our fields this year including Vergennes, Middlebury, Shoreham and Salisbury teams. This continues to bring a steady stream of families to Bristol nightly during the spring and early summer season.

Future plans for the Bristol Little League include rebuilding the third base dugout on the grandstand field and move it closer to the plate similar to the structure we just completed but not as elaborate.

Bristol Little League continues to run on the support of parent and community volunteers, and the funds we receive from the Town of Bristol are pivotal to the continued success of our league.



## **BRISTOL RESCUE SQUAD, INC.**

In 2020 the Bristol Rescue Squad, Inc. (“BRS”) celebrates our 50<sup>th</sup> year of operation, providing emergency medical services and transport for the Five Town Region.

We provide 24/7/365 coverage responding to over 750 calls per year within our service area and through requests for mutual aid. We rely on the support of our subscribers, billing, and the Towns we serve for the funding that allows us to provide our services. In 2019, to meet an ever-increasing volume of calls and to maintain our service level, BRS hired paid per diem staff to supplement our volunteer members. We continue to build our volunteer member base, with eight new members enrolled in the current EMT class. BRS pays for each class enrollment, typically between \$500 to \$650 per individual, depending on the class level. We are also actively recruiting volunteers from local College EMS organizations and over the past year have had members join us from UVM Rescue, St. Michael’s Rescue and Middlebury College First Response. This influx of younger members has brought new life into BRS and we continue to look for new opportunities to serve.

Over the past year BRS members and equipment have been involved at multiple school-based events, including the Mock-Crash at Mount Abraham Union High School and public safety days. BRS members are also taking active roles in local planning for active shooter/mass casualty events.



2019 Rescue Squad Volunteers

**Northeast Addison Television**  
**2019 Town Report**  
**(NEAT/Ch16)**  
**25B Main Street, PO Box 262**  
**Bristol VT 05443**  
**[www.neatbristol.com](http://www.neatbristol.com)**

Northeast Addison Television (“NEAT”) is a non-profit public access television station which serves Bristol's five-town region. Its mission is *to strengthen the fabric of community life by using locally-produced media to promote public dialogue, greater understanding, and citizen involvement.*

NEAT is still located in the center of town at 25B Main Street, at the end of Artists Alley. Our studio is open four (4) days a week and offers a comfortable drop-in space for media enthusiasts. We cover public meetings and local events, which can be viewed on Ch16 (Comcast) and online at our website ([www.neatbristol.com](http://www.neatbristol.com)). We maintain an archive of all local productions which can be accessed online or viewed at the NEAT studio. DVD copies are available upon request. We provide equipment and training. This includes movie camps for kids, mentorships for high school students, one-on-one production training, and project support for community members of all ages. And if anyone is interested in producing their own show at the studio, give us a call!

NEAT has continued to expand its coverage this year, thanks to cameraman Shawn Kimball. New events included Huntington Schoolboard meetings; a Lincoln play celebrating Burnham Foundation's 100th Anniversary; Bristol's Baptist Church Centennial; a Zeno Mountain musical; Monkton community meetings about a new town center; ongoing local music; Mt Abe's Varsity Football; the five Town 'Let's Talk' Community Engagement forums; Bristol's One-World Library Project; and more.

Although a small operation, NEAT prides itself on covering important local issues and events. Let us know what matters to you. We value the partnerships within the community that help us maintain our services.

Thank you!

Mary Arbuckle, Executive Director  
Shawn Kimball, Media Production

NEAT  
(802) 453-8562  
[neatbristol@gmail.com](mailto:neatbristol@gmail.com)

## PEACE GARDEN 2019

Whatever your memory of the Peace Garden, what has happened in the last 30 years is exactly what the children of Bristol Elementary envisioned when they designed the Peace Garden: The children imagined the garden to be a place where people could stroll, play, sit, chat and contemplate the interconnectedness of all nations. The Peace Garden has no political affiliation and in fact was named the Peace Garden to be modeled after the Peace Garden in Washington DC. The idea grew out of the International Art Exchange (children's art from all over the world) that circulated through schools throughout the world during the years 1987-89. The children wanted to mark this amazing feat in some way. They considered contributing money to the Peace Garden in Washington DC. Finally, after much discussion, the children decided they did not want to contribute to the larger garden, but wanted to create their own in Bristol, VT. The Peace Garden continues to be a place that children and adults enjoy sitting, contemplating, playing and strolling. 2021 will be the 30<sup>th</sup> anniversary of the dedication of the Peace Garden. We will mark that in some way. Look for an update in next year's Town Report. We welcome suggestions.

We welcome financial donations. If you feel so moved to donate, you can send your donations to Patty Heather-Lea, 38 Pleasant Street, Bristol and make checks out to Bristol Peace Garden. This year the Bobcat Café management very generously offered us the opportunity to dine at the Bobcat Café where a percentage of the night's proceeds would go to the Peace Garden. There was a good crowd that night. We are very grateful for the support.

Again, this year we had the pleasure of having Ms. Andrea Murnane's second grade class assist us in planting bulbs one fall day. They are excited to see the results of their plantings in the spring. We did need to sprinkle the areas planted with red pepper flakes to keep those darn squirrels from digging up the bulbs! It worked like a charm.

We had a number of work days this year and work went on throughout the gardening season, with many volunteers pitching in. The garden was in full splendor from April until late October. It is a gem on our town green. We had Rachel Connor's Brownie troop join us for spreading manure and for planting annuals. It is wonderful to hear parents comment to us that their son or daughter took them to the Peace Garden to show them "their continent".

We have quite a few new members to our community. If you are new to our community or have lived here for a while and are looking for a volunteer opportunity, we would welcome you! If you would like to volunteer to work with our team of volunteers, please email Phoebe Barash at [barash.phoebe@gmail.com](mailto:barash.phoebe@gmail.com). We are particularly looking for younger community members who could round out our more graying committee members.

Thanks to our volunteers, businesses and financial donations from individuals. All of these keep the garden looking beautiful through donations of time supplies and money: Carol Price, Diane Corey, Sandy Desorda, Patty Heather-Lea, Louise Brynn, David Brynn, Callie Brynn, Cathy Burritt, Betsy Almeter, Bob Almeter, Gail Butz, Dick Butz, Bunny Daubner, Barbara Miles, Nancy Skidmore, Linda Cormany, Alice Leeds, Meredith MacFarland, Sara McGrath, Karen McEachen, Maura Donnelly, Andrea Murnane and her second graders, Rachel Connor and her Brownie troop, Martin's Hardware, Pine Tree Gardens, Purinton's Farm, Livingston's Farm/ Landscaping and The Bobcat Cafe. A big thank you is also sent out to the Selectboard, the Town of Bristol and the Road Crew for their continued support of the Peace Garden.

Phoebe Barash for the Bristol Peace Garden, January, 2019



## **SOCIAL SERVICE AGENCIES REQUESTING TOWN FUNDS**

**Addison County Home Health and Hospice, Inc.** provides in-home health care and hospice to area residents, including nursing, physical, occupational and speech therapy, aides and homemakers.

**Addison County Humane Society** (Homeward Bound) promotes the ethical treatment of and prevention of cruelty to all domestic animals by providing shelter and education services.

**Addison County Parent/Child Center** provides playgroups, classes, transportation, infant care, and family education services to town residents.

**Addison County Readers for Literacy** supports pre-school literacy through activities that include distribution of books, educational opportunities, parent training, and literacy awareness.

**Addison County Restorative Justice** provides restorative justice projects for offenders who have potential to learn from their mistakes and avoid incarceration and a criminal record.

**Addison County River Watch Collaborative** is a citizen run water quality monitoring program.

**Addison County Transit Resources** supplies transportation with a Tri-town Shuttle Bus and other transportation services for the elderly and disabled.

**Age Well** provides home and community-based services such as Outreach, Meals on Wheels, Senior Meal Sites, Transportation, Legal Services, and others.

**Bristol After-School Kid's (BASK) Program** provides daily licensed afterschool care, in-service/vacation day coverage and eight weeks of full-day summer programs at Bristol Elementary School, for children ages 5-12.

**Bristol Cemetery Association** was formed in 1900 by act of Vermont Legislature. Its purpose is to sell lots, care for, and maintain the grounds of the Greenwood Cemetery.

**Bristol CORE** consists of area business people, property owners, and community members committed to increasing and maintaining the economic vitality of the Bristol downtown area and organizing and promoting community events for Bristol citizens.

**Bristol Family Center** provides childcare and has early education programs serving area many working families and their children.

**Bristol Historical Society** is the caretaker for the local area history including local legends and many historical artifacts of the Town.

**Bristol Little League** provides baseball for elementary school children.

**Bristol Recreation Club** manages the 10-acre recreation land and properties adjacent to Mt Abe Union High School.

**Bristol Rescue Squad** provides emergency treatment and transportation of ill and injured



persons to nearby hospitals.

**Bristol Town Band** is a group of citizens from Bristol and surrounding communities with a talent for music. This band plays weekly on the Town Park during the summer months and entertains at other locations.

**Counseling Service of Addison County, Inc.** offers professional mental health services, including a 24-hour emergency service.

**Elderly Services, Inc.** sponsors Project Independence Adult Day Health Center, Daybreak Alzheimer's Care Program, Family Caregiver Support Group, and the Aging Education Center.

**Fourth of July Committee** organizes the parade and events at the Town park each year.

**HOPE (Helping Overcome Poverty's Effects)** provides emergency services, (other than shelter), dental care, and affordable housing. (Formerly called Addison County Community Action Group)

**Hospice Volunteer Services** provides the support of trained Hospice Volunteers to people with terminal illness and their families, bereavement support services and education programs regarding end of life issues.

**John W. Graham Shelter, Inc.** provides emergency shelter to the homeless.

**Northeast Addison Television (NEAT)** is a non-profit public access television station which serves Bristol's five-town region.

**Open Door Clinic** provides free health care to the uninsured and under-insured residents in Addison County.

**Retired Senior Volunteer Program (RSVP) and Green Mountain Foster Grandparent Program** is a nationwide program for people 55 and older who want to help meet community needs through meaningful use of their skills and knowledge in volunteer service to non-profit organizations.

**Turning Point of Addison County** is a non-profit recovery center that provides a safe friendly, and substance use free environmental where all people in recovery, and their families and friends, can meet for peer-to-peer recovery support, social activities, recovery coaching, education, and advocacy.

**Vermont Adult Learning** provides educational programs for adults who wish to learn to read, write and receive their high school diploma.

**Womensafe, Inc.** whose purpose is to promote the social welfare of Addison County by reducing the incidents of physical, sexual, and emotional violence against women through direct service and social change.

# OTHER AGENCY REPORTS

# Addison County Regional Planning Commission

14 Seminary Street

Middlebury, VT 05753

www.acrpc.org

Phone: 802.388.3141

Fax: 802.388.0038

## Annual Report –Year End June 30, 2019

**The Addison County Regional Planning Commission (ACRPC) provided the following technical assistance and planning to the Region during its 2019 fiscal year:**

### Regional and Municipal Planning and Mapping

- Assisted member municipalities creating, adopting and regionally approving their municipal plans.
- Assisted member municipalities creating and adopting local regulations implementing their municipal plan.
- Provided data and mapping products to support on-going municipal planning activities.
- Provided technical assistance to municipal officials concerning municipal government.
- Represented the Region in Act 250 and Section 248 hearings.
- Assisted municipalities in applying for Village Center Designation.

### Educational Meetings and Grants

- Hosted educational workshops, Zoning Administrators Roundtables and monthly public meetings on a wide variety of planning topics, including water quality, housing and planning essentials.
- Wrote or provided information and support to communities and organizations to secure grant funding.

### Emergency Planning

- Worked with Addison County's Emergency Planning Committee and Vermont Emergency Management staff to assist with municipal emergency planning efforts.
- Hosted Local Emergency Management Plan training for town Emergency Managers and hosted a Tier II workshop for municipalities and businesses required to report hazardous chemicals.
- Worked with Vermont Emergency Management to exercise local and statewide disaster plans.
- Assisted in development of hazard mitigation plans for the towns of Goshen, Lincoln, New Haven, Orwell, Ripton, Salisbury, Starksboro.
- Assisted communities in completing Local Emergency Management Plans to maintain ERAF status.

### Energy Planning:

- Assisted a third round of five towns, Bristol, Whiting, Vergennes, New Haven and Shoreham in strengthening their energy plans by adding goals and policies supporting renewable energy.
- Began working with Efficiency Vermont and municipalities to implement enhanced energy plans.

### Transportation Planning

- Supported the Addison County Transportation Advisory Committee's regional priorities and studies.
- Supported Tri-Valley Transit/ACTR by providing leadership and technical support.
- Worked with municipalities to produce road erosion inventories for local roads.
- Assisted Towns with bike and pedestrian, structures, and stormwater grants.
- Served as a Municipal Project Manager for sidewalk construction projects in Middlebury and Weybridge.
- Sponsored town transportation planning studies and supported municipal capital budget development.
- Hosted regional Walk/bike council and began planning for the May 2020 Bike/Ped Summit in Middlebury.

### Natural Resources Planning

- Actively support the efforts of the Addison County River Watch Collaborative.
- Worked with municipalities to support conservation commissions.
- Participated on the Lake Champlain Basin Program technical advisory committee.
- Provided educational outreach supporting the Otter Creek Tactical Basin Plan update.
- Assisted in stormwater planning projects and Ecosystem Restoration Program grants.

Addison  
Lincoln  
Salisbury

Bridport  
Middlebury  
Shoreham

Bristol  
Monkton  
Starksboro

Cornwall  
New Haven  
Vergennes

Ferrisburgh  
Orwell  
Waltham

Goshen  
Panton  
Weybridge

Leicester  
Ripton  
Whiting





## ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT 2019 ANNUAL REPORT

The Addison County Solid Waste Management District is a union municipal district formed in 1988 to cooperatively and comprehensively address the solid waste management interests of its 21 member municipalities: Addison, Bridport, Bristol, Cornwall, Ferrisburgh, Goshen, Leicester, Lincoln, Middlebury, Monkton, New Haven, Orwell, Panton, Ripton, Salisbury, Shoreham, Starksboro, Vergennes, Waltham, Weybridge and Whiting. The District is governed by a Board of Supervisors (Board) comprised of one representative and one alternate from each of the member municipalities. The Board meets on the 3<sup>d</sup> Thursday of the month at 7PM at the Addison County Regional Planning Commission Office, 14 Seminary Street, Middlebury, VT.

### District Mission

To seek environmentally sound & cost effective solutions for: (1) Promoting **waste reduction**; (2) Promoting **pollution prevention**; (3) Maximizing **diversion** of waste through reuse, recycling and composting; and (4) Providing for **disposal** of remaining wastes.

### District Office and Transfer Station

**Telephone:** (802) 388-2333

**Fax:** (802) 388-0271

**Website:** [www.AddisonCountyRecycles.org](http://www.AddisonCountyRecycles.org)

**E-mail:** [acswmd@acswmd.org](mailto:acswmd@acswmd.org)

**Transfer Station Hours:** M-F, 7 AM–3 PM & Sat, 8 AM–1 PM

**Office Hours:** M-F, 8 AM–4 PM

**HazWaste Center Hours:** M-F, 8 AM–2 PM & Sat, 8 AM–1 PM

The District Office, Transfer Station and HazWaste Center are co-located at 1223 Rt. 7 South in Middlebury. The Transfer Station accepts large loads of waste and single stream recyclables for transfer to out-of-District facilities. District residents and businesses may drop off a variety of other materials for reuse, recycling and composting. The **Reuse It or Lose It!** Centers are open for accepting reusable household goods and building materials. A complete list of acceptable items and prices is posted on the District's website.

### 2019 Highlights

**Waste Diversion.** In 2019, the Universal Recycling Law was amended to require haulers to offer curbside food scrap collection only to nonresidential customers and apartment buildings with 4 or more residential units. By 7/1/2020, all generators must divert food scraps (except for bones and meat scraps), and a VT landfill ban on food scraps takes effect. The District is committed to working with each of its member towns, haulers and businesses to plan for the new mandate. The VT Materials Management Plan required all solid waste planning entities to measure the diversion rate of Municipal Solid Waste (MSW) that was recycled, reused, reduced and composted in 2018. The District's 2019 Solid Waste Implementation Report showed that the District reached a MSW Diversion Rate of 55.82% in 2018, a record for the District. The District has exceeded the State goal of 50% diversion since 2006, due to the amazing efforts of our residents and businesses to source separate their items, thereby reducing the waste sent to the landfill for disposal.

**Recycling.** The decline in market prices for most recyclables continued in 2019. Fortunately, the District has been able to weather the recycling losses, which are estimated to reach \$35,000+ by the end of the year. In spite of this, the District's commitment to recycling remains steadfast. Act No. 69 (S.113), adopted this last Legislative session, will take effect on 7/1/2020. It will enact multiple requirements for single-use products provided by a store or food establishment, which will also be prohibited from providing single-use plastic carryout bags. Expanded polystyrene food service products will not be allowed to be sold in VT. Plastic straws will be available upon request only, and plastic stirrers will be banned. A study committee has emerged from Act 69 to further examine ways to manage packaging and printed materials.

**Product Stewardship.** As a method of controlling costs and keeping unwanted and banned items out of the landfill, the District has continued to be a strong advocate for Extended Producer Responsibility (EPR) laws. EPR laws help distribute the cost of recycling and safe management of these products among industry, government and consumers. EPR can alleviate the financial burden on municipalities and residents, while mitigating environmental impacts by increasing collection and recycling rates of covered products. VT now has the second highest number of EPR laws in the U.S. The success of these laws and their economic benefits to the 21 District towns has prompted efforts by the VT Product Stewardship Council, of which the District is a member, to investigate the feasibility of similar laws for household hazardous waste, as well as packaging and printed materials.

**Illegal Burning/Disposal.** The District contracted with the Addison County Sheriff's Department in 2019 to enforce its Illegal Burning & Disposal Ordinance. The District served again as County Coordinator for Green-Up Day, assisting the many area volunteers who organized collection of roadside litter. The District provided free disposable gloves, prizes for kids, and free disposal of all roadside waste. The District subsidized the disposal of 17.80 tons of roadside trash, 7.49 tons of tires, 3 auto batteries, 11 E-Waste items, 9 appliances, and various other hazardous items, for a total economic benefit to its member towns of \$3,622.

### 2020 Annual Budget

The District adopted a 2020 Annual Budget of \$3,523,752, a 9.3% increase. The Transfer Station tip fees will increase to \$128/ton for MSW and C&D. The rate for Single Stream Recyclables will increase to \$120/ton. Rates on some other items will have nominal increases. New fees: The District Fee will increase to \$34/ton on all waste destined for disposal. A fee of \$110/ton will take effect for the new Asphalt Shingle and Drywall C&D Recycling program. **There will be no assessments to member municipalities in 2020.** For a copy of the full 2019 Annual Report and Adopted 2020 Rate Sheet, please give us a call, or visit the District website at [www.AddisonCountyRecycles.org](http://www.AddisonCountyRecycles.org).



## **Green Mountain National Forest**

### **Town Meeting Report**

The employees of the Green Mountain National Forest (GMNF) depend heavily on support from many municipalities, volunteers, partners and contractors. The Forest would like to take this time to thank you and your community for the support and interest that you have shown in helping with the management of the approximately 400,000 acre GMNF. Receiving several million outdoor recreation enthusiast visits annually, these visitors seek enjoyment in a natural setting while providing critical benefit to the local economies. The GMNF is proud to be a part of Vermont and your town. It is truly one of Vermont's treasures and the largest contiguous public land area in the state. Forest staff work hard to achieve quality public land management under a sustainable multiple-use management concept to meet the diverse needs of the people -- people in your town as well as all of the visitors who come to Vermont every year. Below is a brief summary of what happened in your National Forest throughout the past year:

#### **Land Acquisition**

There were no additional acres acquired in the year of 2019. However, the program remains very active in that we are currently working on a large acquisition located in the towns of Chittenden, Killington and Mendon and a smaller parcel in Dorset. We have further opportunities in the towns of Lincoln, Warren, Ripton and Wallingford. We have been supported by each of the town select boards for these parcels. The addition of these public lands would not be possible without the assistance of The Trust for Public Land, The Conservation Fund, and the support of our local communities.

#### **Heritage Program**

Ongoing partner projects included artifact analysis conducted by the University of Vermont (UVM) Consulting Archaeology Program, the Vermont Archaeological Society (VAS), and the Forest. This



multi-year collaboration again involved the analysis of thousands of artifacts collected at the Homerstone Quartzite Quarry Project near Little Rock Pond.

Other highlights include:

- Heritage Program staff worked with local land owners to discuss and visit heritage sites within the Early Successional Habitat Creation (ESHC) project area. The purpose of these conversations and field trips was the explanation of how archaeological sites are recorded and then protected from activities that are proposed as part of the ESHC Project.
- Retired Forest Service personnel and volunteers visited a number of cemeteries within the Forest Proclamation Boundary to maintain and preserve them.
- The Forest Archeologist has been working with line officers and Vermont Division for Historic Preservation staff to develop a Programmatic Agreement (PA) that would create alternative procedures for addressing the workload involved with Section 106 of the National Historic Preservation Act. It is hoped that the PA will soon be implemented as a result of these efforts.

### **Road, Dam, & Facility Construction & Maintenance**

In cooperation with federal, state and local governments, private contractors, and non-profit organizations, the GMNF Engineering staff repaired and maintained many roads, bridges and other facilities throughout the Forest. Some highlights are as follows:

Forest Facility Improvements & Maintenance: The Forest completed the addition and renovations to the Rochester Ranger District Workshop and on-going routine maintenance and repairs of other administrative buildings and infrastructure across the Forest. We also completed annual condition and safety inspections of all administrative facilities as well as out-year planning, design, and preparation for facility improvements.

Forest Road Cooperative Aid to Towns: Completed important road improvement and maintenance projects in the Towns of Goshen, Granville and Rochester. The Forest also continues to cooperate with the Town of Brandon and the Federal Highway Administration (FHWA) to complete the reconstruction of the Churchill Road Bridge that provides access to the Mossalamoo National Recreation Area. Funds were acquired for the project through a Federal Lands Access Program (FLAP) grant from FHWA. The Forest was able to provide construction inspection services that aided in the Town's share of the project funding.



Forest Road Improvement Projects: Improved 5.87 miles of National Forest System roads in the Towns of Chittenden, Goshen, Granville, Hancock, Manchester, Mount Tabor, Peru, Readsboro, Ripton, Rochester, Somerset, Stamford, Stratton and Woodford. This work included the replacement of culverts, stabilization of embankments, repairing storm damage, and resurfacing of roads.

Forest Road Maintenance: Maintained 97.43 miles of National Forest System roads in the Towns of Ripton, Rochester, Chittenden, Goshen, Hancock, Mount Tabor, Peru, Readsboro, Somerset, Stamford, Sunderland, Wallingford, Winhall and Woodford. This work included grading, culvert cleaning, mowing and brushing.

Road-Stream Crossing Improvements: Completed an Aquatic Organism Passage (AOP) project in the Town of Goshen on Forest Road 24B, Voter Brook Overlook. This project not only restores aquatic organism passage but also improves the flood resiliency of the road.

## **Recreation Programs**

The following accomplishments highlight 2019 Recreation and Trail Program successes in acknowledgement of the outstanding collaborative effort exhibited between Forest Service employees, partner organizations, volunteers, State and local government representatives, and local businesses. The Forest Service relies on a community of collaboration and wishes to thank all of our partners, such as: Vermont Association of Snow Travelers (VAST), Vermont All-terrain Vehicle Sportsman's Association (VASA), Vermont Forests, Parks and Recreation, Vermont Youth Conservation Corps (VYCC), Rochester / Randolph Area Sports Trail Alliance (RASTA), Vermont Mountain Bike Association (VMBA), Green Mountain Club (GMC), Appalachian Trail Conservancy, Town of Killington and the Killington Mountain Bike Club, Vermont Huts Association, Addison County Bike Club, Catamount Trail Association (CTA), Counseling Service of Addison County, Middlebury High School Diversified Occupations Program, Moosalamoo Association (MA), Blueberry Hill Outdoor Center (BHOC) Vermont Trail Trotters (VTT), Vermont Horse Council, and many more – including our dedicated campground hosts.

With the help of the many hard-working volunteers and organizations we are able to provide a quality recreation experience in alignment with a strong environmental stewardship ethic. The following highlights capture large program accomplishments but represent only a portion of the annual work that is completed to develop, improve and maintain recreational opportunities on the GMNF:

### **Local Efforts:**

Forest Service staff partnered with BHOC, CTA, GMC, MA, VAST, RASTA, VYCC, VMBA, and local contractors to repair trails and replace / upgrade 17 trail bridges in Barnard, Chittenden, Goshen, Killington, Mendon, Middlebury, Pittsfield, Ripton, Rochester, Stockbridge, and Warren.

Goshen, Leicester, Ripton, Salisbury: Numerous partners, agencies and organizations joined forces to discuss management of the Moosalamoo National Recreation Area. Strategic planning continues -- if you are also interested in helping, please contact the Rochester Ranger District.

Bethel: Bethel students learned about federal careers and public land management from Forest Service staff.

Chittenden: Completed trail improvements near Chittenden Reservoir with the support of the Chittenden Dammers and Mountain Top Inn & Resort.

Goshen: Collaborated with BHOC and MA to relocate a trail bridge.

Killington: Collaborated with the Town of Killington, Killington Mountain Bike Club and local contractors to construct Phase III of the Sherburne Trails, connected to Gifford Woods State Park. Local contractors worked to improve the Sherburne Trails parking lot. Smokey Bear visited campers at Killington Sumer Camp to teach about Vermont animals.

Killington and Rochester: Construction completed adding Marsh Brook Connector, Old Gent's, Creamery Run, and Pesky Cairn to mountain bike trail networks as part of the future Velomont, funded through State of Vermont Recreational Trail Program grants.

Killington, Stockbridge: Bear boxes were installed for food storage at high-use shelters along the Appalachian and Long Trails.

Leicester: Installed 11 new interpretive panels on the loop trail around Silver Lake.

Norwich: Continuing work with community organizations and partners to identify long-term trail connections within the Appalachian Trail corridor.

Ripton: Robert Frost renovations are underway with a new kiosk and boardwalk nearly complete to welcome visitors of all abilities.

Rochester: Collaborated with RASTA and local contractors to construct additional Rochester Valley Trails adjacent to the Ranger District office with connectivity provided by the generosity of local land owners. Site improvements at Bingo Brook Campground continue with a new entrance, kiosk and parking lot underway. Students from the Lexington School for the Deaf learned about our community while working on the National Forest and staying at Liberty Hill Farm.

Stockbridge: Woodsy Owl and Smokey Bear visited students at various events to teach about wildlife biology and Leave No Trace principles.

Wallingford: General Electric (GE) of Rutland assisted with the maintenance and pre-season clean-up at White Rocks Picnic Area for the 28<sup>th</sup> consecutive year! In partnership with GMC, a caretaker hosted visitors and maintained the Little Rock Pond Shelter and tenting area and maintained surrounding trails.

Mount Tabor: A new snowmobile bridge on the Ten Kilns trail at the fourth bridge site was installed over the past winter. Significant tread repair work was accomplished on Corridor 7 snowmobile trail north of Forest Road 10 and south of Forest Road 30 near Lake Brook. This repair work was in response to the severe rain event in April which caused wide-spread flood damage. A total of 4 miles of trail was restored within the Mount Tabor town boundary.

Weston: The local snowmobile club, Derry Sled Dogs, worked to restore the corridor of a section of trail within the White Rocks National Recreation Area so that regular winter maintenance could be accomplished safely. Approximately 4 miles of trail was restored.

Peru: In partnership with GMC, a caretaker hosted visitors and maintained the Griffith Lake Tenting Area and Peru Peak Shelter and maintained surrounding trails. Beach maintenance and trail repair work was completed at Hapgood Pond Recreation Area. Additionally, the Forest Service hosted a service group from Burr and Burton Academy in October. This group of students assisted with site maintenance within the campground.

Dorset: In partnership with Northshire Area Trail Systems (NATS), a VMBA chapter, initial construction of the 4 mile Dorset Hollow trail has been completed. This trail provides additional recreation opportunities in the Dorset area and is one of the first trails designed for mountain bike use (as well as other non-motorized uses) on the Manchester District.

Manchester: Smokey Bear showed up once again at the 3<sup>rd</sup> annual Vermont Trails Fest organized by the Manchester Appalachian Trail Community group. The group also organized an Appalachian Trail Local History talk with retired Forest Service archeologist Dave Lacy. The talk was given at the Manchester Public Library in August.



Winhall: GMC volunteers replaced a pit privy with a more sustainable composting privy at Douglas Shelter.

Sunderland: A Wilderness Volunteers group spent a week maintaining a remote section of the Lye Brook trail near Bourn Pond in the Lye Brook Wilderness. The volunteer crew had participants from all over the continental United States.

Stratton: According to GMC's long-time caretakers at the Stratton tower, nearly 10,000 people visited or passed through this site from late May – Columbus Day. GMC crews spent several weeks working on a project that will improve the sustainability of recreation opportunities at Stratton Pond while protecting natural resources. A caretaker hosted over 1,000 overnight visitors at Stratton Pond Shelter and tenting area this past summer. This caretaker also maintained the privies and surrounding trails in the area. At Grout Pond Recreation Area, volunteers from CTA and Dutch Hill Alliance of Skiers and Hikers (DHASH) maintained trails for use by both hikers and skiers.

Woodford: Bennington Trail Cruisers (BTC), a VASA club, completed their second season of work on the Stage Coach Trail and Forest Trail 391 / Corridor 9. Work included drainage repairs and surfacing the trail to provide a positive experience for multiple user types. The Green Mountain Club's Volunteer Long Trail Patrol, in partnership with the Appalachian Trail Conservancy, and the National Park Service, worked on trail tread repair and maintenance on a stretch of the Long Trail / Appalachian Trail just south of Congdon Shelter. This work was completed over a six week period.

Readsboro: DHASH worked to open more areas of former Dutch Hill Ski Area to backcountry skiing and boarding. The group is currently working on implementing a sign plan.

Stamford: A local snowmobile club has worked to open the newly designated snowmobile trail connecting Vermont trails to Massachusetts trails. This work included constructing a ½ mile trail relocation around a wetland that connects to Wiley Mountain Road.

### **Wilderness:**

The GMNF continued to implement the National Wilderness Stewardship Performance measures, including developing and implementing a Wilderness Interpretive Plan. A 2019 stewardship grant enabled the Forest Service to partner with the Society of Wilderness Stewardship to monitor and manage ecosystem processes with an emphasis on non-native invasive species and hydrology. Additionally, the Forest Service hired a Wilderness Technician to educate visitors about Leave No Trace principles while conducting monitoring efforts and data collection in wilderness areas.

### **Special Uses:**

The GMNF administered 111 Land Special Use Permits to standard along with 12 proposals and applications processed to a decision. 36 Recreation Special Use Permits were administered to standard, with 16 proposals and applications being processed to a decision.

### **Botany Program**

Botanical inventory for rare plants and non-native invasive plants was completed as part of the following projects:

- Telephone Gap Integrated Resource Project: all or part of ten roads (26.5 miles, invasive plants only) and approximately 622 acres in the towns of Chittenden, Goshen, Mendon, and Pittsfield.

- Somerset Integrated Resource Project: 295 acres in the towns of Stratton, Somerset, Wilmington, Searsburg, and Woodford.
- Early Successional Habitat Creation project: 289 acres (27 timber units) acres as part of the Bully Brook Sale in Wallingford and Weston Priory sale in Weston, and 81.3 acres (45 timber units and 4 adjacent wetlands) as part of the Old Job sale in Mount Tabor.
- Sites for 15 small projects in Bennington, Manchester, Peru, Readsboro, Ripton, Rochester, Mount Tabor, Stratton, Weston, and Winhall.



As a result of all these inventories, and some monitoring trips, 16 new populations of rare plants were found of the following species: hairy woodmint (*Blephilia hirsuta*), hay sedge (*Carex argyrantha*), marsh willow-herb (*Epilobium palustre*), meadow horsetail (*Equisetum pratense*), butternut (*Juglans cinerea*), Huron orchid (*Platanthera huronensis*) and roundleaf and large roundleaf orchids (*Platanthera orbiculata* and *P. macrophylla*).

Large roundleaf orchid photographed (above right) by Meghan Krietsh, visiting on an archeological detail.

Staff and volunteers also monitored 85 populations of already known rare plants Forest-wide, including some populations just off National Forest lands. As a result of this monitoring, rare plant habitats were maintained at three sites in Leicester, Lincoln, and Manchester.

In support of the Upper White River Cooperative Weed Management Association, of which the GMNF is a founding member, staff, with the help of Vermont Youth Conservation Corps, accomplished the following non-native invasive plants activities:

- Granville: Collected data on a new infestation of wild chervil at Rob Ford Meadows, and hand-pulled 26.3 acres of wild chervil on Forest Roads 50, 55, and 101.
- Hancock: Hand-pulled 5.8 acres of wild chervil at Texas Falls and Boyden Brook.
- Rochester: Recorded new infestations of Japanese barberry north of Bailey Road, and Japanese barberry and wall lettuce on Maple Hill; wall lettuce is a new species we are tracking. With the additional help of Sierra Club volunteers, staff also hand-pulled a small infestation of wall lettuce, plus infestations of wild chervil at the Rochester Ranger Station and near the entrance to Chittenden Brook Road, and flame-weeded Japanese barberry on Maple Hill.
- Pittsfield: Hand-pulled about an acre of wild chervil on the Spikehorn Trail, and some small infestations of wild chervil in Mayo Meadow, a short distance outside of the CWMA boundary.
- In June, provided wild chervil management direction to landowners, towns, and road crews via Front Porch Forum.

In addition to infestations controlled within the Upper White River Cooperative Weed Management Association boundary, many other small infestations were controlled by staff, contractors, volunteers, and partner organizations, including Vermont Youth Conservation Corps, Green Mountain Club, and Appalachian Trail Conservancy. While these infestations represent only a fraction of known infestations and many more are unmapped, they were chosen because they are in strategic locations or because they

are relatively more feasible to control than others. A total of over 96.9 acres of the following species were controlled in these towns:

- Goshen: 6.1 acres of wild chervil along Forest Road 67.
- Manchester: 4.2 acres of woody invasive plants at the District Office and Richville Road riparian area, and 0.1 acres of wild chervil at the District Office.
- Pomfret: 18.2 acres of woody invasive plants, 0.3 acres of goutweed, and 3.1 acres of spotted knapweed at five maintained openings along the Appalachian Trail.
- Ripton: 58.9 acres of wild chervil and 0.1 acres of wild parsnip along various Forest roads and the Robert Frost trails.
- Salisbury: 2.4 acres of wild chervil along the road to Silver Lake.
- Shrewsbury: 1.8 of woody invasive plants in a maintained opening along the Appalachian Trail.
- Sunderland: 2.0 acres of purple loosestrife along the Kelly Stand Road.
- Wallingford: 0.1 acres of goutweed at a remote vehicle turn-around site.
- Warren: 0.3 acres of Japanese knotweed in a parking lot.
- Woodstock: 2.8 woody invasive plants and 3.5 acres wild chervil along the Appalachian Trail.

As a result of a grant received by the Batten Kill Cooperative Invasive Species Management Association, of which GMNF is a founding member, a coordinator was again hired through the AmeriCorps to plan and implement a variety of inventory, control and outreach / education events in 2019. This coordinator also assisted with the woody invasive plant control at Richville Road in Manchester. The CISMA incorporates parts of Rupert, Sandgate, Arlington, Shaftsbury, Dorset, Manchester, Sunderland, Glastenbury, Peru, Stratton, and Winhall.

Educational experiences were provided to Vermont Youth Conservation Corps and Sierra Club volunteers in return for their volunteer invasive plant control efforts. A snowshoe trip to look at winter plant and animal life was offered in Ripton. Plant walks were conducted for approximately 50 students as part of Vergennes Union High School's International Climate Action Day. A wildflower walk was provided for Native Plant Trust Plant Conservation Volunteers to Burnt Mountain in Salisbury.

### **Forest Vegetation Management**

Below is a list of accomplishments for calendar year 2019.

- Three timber sales were sold in Chittenden, Goshen, Stamford and Rochester totaling approximately 10.1 million board feet of sawtimber and pulpwood.
- Timber sales were prepared in Chittenden, Hancock, Mount Tabor, Pownal, Readsboro, Stamford, Rochester and Wallingford. These sales are associated with the Early Successional Habitat Project, the South of Route 9 Integrated Resource Project, and the Robinson Integrated Resource Project.

- The Forest awarded contracts to remove damaged or diseased trees to prepare sites for reforestation on 255 acres in the towns of Granville, Hancock, and Peru.
- The Forest awarded contracts for timber stand improvement and crop tree release work on 97 acres of young forest in the towns of Chittenden, Granville, Ripton and Winhall.
- The Forest planted over 31,000 oak, spruce and pine seedlings in Pownal and Granville.
- Our staff cooperated with the Vermont Department of Forests, Parks, and Recreation and Middlebury College in the maintenance of Butternut Seed Orchards in Brandon and Middlebury. Seedlings were cultured from disease resistant trees found on State, private, and National Forest locations and were cross pollinated to further research and efforts to develop disease resistance.
- The Forest provided maple tapping opportunities to six permit and contract holders for almost 9,000 taps in the towns of Lincoln, Stockbridge, Pomfret, Wilmington and Mount Tabor.
- Staff sold two timber sales as part of the Robinson Integrated Resource Project. This project will include restoration activities and timber harvest on nearly 10,000 acres in Rochester, Hancock, Goshen, Pittsfield and Chittenden.
- Staff began preparing timber sales for the Early Successional Habitat Creation Project. This project would include habitat creation and timber harvest on approximately 1,000 acres per year over the course of 15 years for an estimated 15,000 acres in total across Arlington, Dover, Glastenbury, Jamaica, Landgrove, Manchester, Mount Holly, Mount Tabor, Peru, Pownal, Readsboro, Searsburg, Shaftsbury, Stamford, Stratton, Sunderland, Wallingford, Wardsboro, Weston, Wilmington, and Woodford.
- Staff developed proposed vegetation management activities for the Somerset Integrated Resource Project in Dover, Glastenbury, Stratton, Somerset, Searsburg, Wilmington, and Woodford.
- Staff collected forest inventory data and conducted landscape assessment in support of vegetation management for the Telephone Gap project in Chittenden and Pittsfield.
- Permits were sold for approximately 333 cords of firewood, 400 (estimated) Christmas trees, 840 pounds of wild apples, 2 tons of boughs, 400 pounds of spruce tips, and 200 pounds of wild mushrooms.
- Staff continued work in restoring native trees (including butternut, American chestnut and beech) with research partners. GMNF employees located “challenged” beech trees that appeared to be resistant to beech scale insect in order to test their resistance.

## **Environmental Planning**

In calendar year 2019, Forest staff completed 31 site-specific National Environmental Policy Act (NEPA) decisions and analysis documents for multiple resource projects designed to implement the Green Mountain National Forest Land and Resource Management Plan (Forest Plan). A major highlight to note includes the final decision for the Early Successional Habitat Creation Project located in multiple towns throughout the Manchester Ranger District including Arlington, Dover, Glastenbury, Jamaica, Landgrove, Manchester, Mount Holly, Mount Tabor, Peru, Pownal, Readsboro, Searsburg, Shaftsbury, Stamford, Stratton, Sunderland, Wallingford, Wardsboro, Weston, Wilmington, and Woodford. This project was initiated in early 2018, and the decision reflects collaborative efforts with towns, agencies,

organizations and individuals to increase available early successional habitat important to perching birds and other wildlife species across a large landscape area.

In March, the Somerset Integrated Resource Project located primarily in the towns of Dover, Glastenbury, Stratton, Somerset, Searsburg, Wilmington, and Woodford was formally proposed for public comment. The Somerset project proposed action was the culmination of over two years of field inventory and public involvement conducted by Forest Service staff. Included in the proposal are activities to improve wildlife and fish habitat, restore soil and water conditions, increase recreation and scenery viewing opportunities, and improve the trail and road network. The proposal also includes the harvesting of timber to provide wood products to the local and regional economy, enhance forest health and diversity, and create more diverse plant and wildlife habitat. The project environmental assessment is scheduled for an additional public comment period in early 2020 with a final decision expected by summer.

Other highlights include the Appalachian Trail / Long Trail -- Stratton Pond Relocation, and the Stratton Pond Recreation Area Realignment projects both located in the town of Stratton where trail relocations and campground improvements address ongoing water and soil resource concerns. Of special note on the northern part of the Forest, existing culverts along roads were approved for replacement with structures allowing free aquatic passage across Forest Road 24B (Moosalamoo Spur) in the town of Goshen, and across the Lincoln Gap Road in the town of Lincoln. There were also multiple special use permits issued for private land access (towns of Rochester, Lincoln, and Winhall), powerline right of way (town of Ripton), communication tower site expansion (town of Warren), and various recreation events across the Forest.

### **Fisheries Improvement**

Forest staff monitored fish populations throughout the GMNF in 2019. This monitoring is part of a long term data collection effort to understand fish populations on the forest. Additional sites were sampled to support the Vermont Department of Environmental Conservation. Streams in the following towns were sampled during 2019 field season: Rochester, Lincoln, Chittenden, Pittsfield, Pittsford, Hancock, Ripton, Granville, Landgrove, Weston, Peru, Pawlet, West Pawlet, Woodford, Searsburg, Sunderland, and Dorset.

The Forest Service and partners completed three Aquatic Organism Passage (AOP) projects in 2019. Projects were completed on Hank's Brook, Voter Brook, and Mad Tom Brook in the towns of Warren, Goshen, and Peru respectively. These projects help restore connectivity to important trout habitat and provide infrastructure resilience to flooding. Project partners included the town of Warren, Trout Unlimited, Friends of the Mad River, U.S. Fish and Wildlife Service, the White River Partnership, and the State of Vermont.

In the town of Rochester the GMNF hosted the third annual Freshwater Snorkeling Program. Over a two week period in September, 350 students spent a full day learning about the importance of fresh water resources and aquatic ecosystems. Schools from Rochester, Rutland, Stockbridge, Bethel, Tunbridge, South Royalton, Chelsea, Randolph, Braintree, Killington and Pomfret (Prosper Valley) participated. The White River Partnership has joined this effort and we look forward to providing this educational opportunity for the foreseeable future. We are also looking for other watershed partners to expand this program.



The GMNF, in cooperation with Vermont Department of Fish and Wildlife, continued the aerial stocking of native brook trout to high



elevation ponds at Griffith Lake and Big Mud Pond in Danby, Stratton Pond in Stratton, Little Rock Pond in Wallingford, and Branch, Bourn and Beebe Ponds in Sunderland. Stocking these high elevation ponds supports a native brook trout fishery and could help create viable populations in these remote ponds. Additionally, Stocking at Hapgood benefitted an annual fishing derby in Peru hosted by the Manchester Ranger District. A fishing derby was also held at King's Pond in Rochester in partnership with the Route 100 Lion's Club.

Riparian planting occurred at multiple sites within the White River watershed to help restore aquatic habitat. The GMNF assisted the White River Partnership, Vermont Youth Conservation Corp, and The Nature Conservancy at sites in Granville, Bethel, and Rochester. A portion of these plantings included Dutch elm disease resistant American elm.

Stream restoration activities occurred throughout the forest enhancing aquatic habitat along 5.5 miles of forested streams by reintroducing large wood material. Adding large wood material improves habitat conditions for aquatic organisms and restores stream processes. These activities took place on the Little Mad Tom Brook in Peru and Chittenden Brook in Rochester. Trout Unlimited has been a terrific partner in making this work happen on the Forest. In Rochester, the final phase of the West Branch restoration project was completed by restoring 1000 feet of stream channel. The West Branch project has been a multi-year effort to rehabilitate a site damaged during tropical storm Irene.

### **Wildlife Habitat Improvement**

Wildlife habitat was improved and maintained through the creation and maintenance of early successional habitat important to many species. Approximately 200 acres of permanent upland openings were maintained by prescribed fire, mowing, or mastication in the towns of East Dorset, Goshen, Granville, Hancock, Hartford, Lincoln, Manchester, Mount Holly, Mount Tabor, Pittsfield, Pomfret, Ripton, Rochester, Warren, Stockbridge, Salisbury, South Wardsboro, Stratton, Woodford, and Winhall. Nearly 70 acres of new permanent upland openings were created as part of timber harvests in Granville and Peru. In addition, apple trees, which provide high-value wildlife food, were “released” by cutting competing vegetation in old orchards in Rochester, Dorset, Pittsfield, Mount Holly, Mount Tabor, Peru, Readsboro, Somerset, Stratton, Weston, and Winhall.

Wildlife biologists and technicians continued work with the Vermont Department of Fish and Wildlife to monitor the populations and habitat requirements of bats since the advent of white-nose syndrome. Additionally, Forest Service staff are working with State of Vermont biologists and researchers from Virginia Tech on an experiment to understand resistance to white-nose syndrome in little brown bats in the town of Stockbridge. Potential timber sale units within the boundaries of the Somerset Integrated Resource Project (towns of Somerset and Stratton) were monitored to determine the species composition of the bats on the landscape. Forest Service staff also assisted the Vermont Department of Fish and Wildlife with Indiana bat monitoring in Bridport and Addison.

Peregrine falcon nest sites on the GMNF in Rochester, Salisbury, Stockbridge, and Wallingford continue to be monitored, and closures to protect sensitive nesting habitat continue seasonally from March 15<sup>th</sup> to August 1<sup>st</sup> each year at all sites except Wallingford. The peregrine falcon was removed from the federal list of endangered and threatened species in 1999 and the Vermont State list of endangered species in the spring of 2005; however, the species remains on the Regional Forester Sensitive Species list.

In a partnership with Forest Service State & Private Forestry, pollinator habitat was assessed in permanent upland openings located in Granville, Hancock, Pittsfield, Rochester, Danby, Mount Tabor, Winhall, Mount Holly, Wallingford, and South Wardsboro. Our objective was to understand the distribution of milkweed in forest openings and milkweed's response to management activities and treatments within and near the Forest.

GMNF staff continued to work closely with the Vermont Department of Fish and Wildlife on a black bear study in the vicinity of the Deerfield Wind Project site. The goal of this long-term effort is to determine how the project may impact black bears and their use of the habitat surrounding the project site. Bears were captured, radio-collared, and tracked in the towns of Readsboro, Stamford, and Woodford.

Along with the Vermont Department of Fish and Wildlife and Central Connecticut State University, the GMNF staff assisted in deploying camera traps at several sites within the Manchester Ranger District to determine the presence and habitat utilization of the American marten, which was reintroduced to the Forest in the early 1990s after it was believed extirpated. Camera traps were used within the towns of Arlington, Bennington, Dorset, Glastenbury, Manchester, Mount Tabor, Readsboro, Somerset, Stratton, Sunderland, Weston, Winhall, and Woodford. This is an ongoing study on the Forest.

In another partnership with the Vermont Department of Fish and Wildlife, GMNF staff continued a program to monitor for the possible presence of the federally-threatened Canada lynx through the use of camera traps. This program began in response to two confirmed lynx sightings in 2016 near GMNF lands. The goal was to determine if a breeding population occurs on the GMNF while also collecting valuable data on other carnivores. Camera traps were monitored across the GMNF in the towns of Chittenden, Hancock, Glastenbury, Granville, Killington, Leicester, Lincoln, Manchester, Mount Holly, Mount Tabor, Peru, Readsboro, Ripton, Searsburg, Somerset, Stamford, Stratton, Sunderland, Wallingford, Wardsboro, Warren, Weston, Wilmington, Winhall, and Woodford. Despite the camera trapping effort, monitoring has not provided evidence of a breeding population in the Forest.

### **Soil / Water Monitoring**

Best Management Practice (BMP's) monitoring took place throughout the Forest in 2019. The National BMP Program integrates water resources protection into management activities across the landscape. The program is intended to demonstrate compliance with the Clean Water Act, which is required by the Environmental Protection Agency (EPA) and administered by the states, through rules and regulations, including Vermont's Acceptable Management Practices (AMPs) for logging jobs, and Vermont water quality standards. Forest Soil Disturbance Monitoring was conducted on 10 timber sale units throughout the Forest to estimate forest management effects on soil and water resources.

### **Long-term Ecosystem Monitoring**

Between 2008 and 2011, twenty Long-term Ecosystem Monitoring Plots (LEMPs) were established on the GMNF in order to measure change in key ecosystem parameters over the next fifty years. The GMNF worked with partners to review and refine methods and identify opportunities for additional collaboration in gathering and processing monitoring data. Through an agreement with UVM's Rubenstein School of Environment and Natural Resources (RSENR) and the Forest Ecosystem Monitoring Cooperative (FEMC), five plots were sampled this year in Mount Tabor, Stamford, Woodford and Peru.

During 2015, a group of collaborators from the RSENR, the Vermont Department of Forests Parks and Recreation and the FEMC developed a state-wide network of forest health monitoring plots, building on past and existing forest health monitoring initiatives, including plots on the GMNF associated with the GMNF LEMP project, the Forest Service's Forest Inventory and Analysis Program, and the State's Hardwood Health Survey. This partnership led to the inclusion of a total of 12 plots on the GMNF as part of this network, in the towns of Bristol, Lincoln, Ripton, Salisbury, Leicester, Hancock, Rochester, Wallingford, Peru, Winhall, and Woodford. Monitoring at these locations will provide insight into long-term changes occurring in relatively undisturbed forest ecosystems in response to stressors such as

atmospheric deposition, climate change, and invasive pests. These plots were monitored in 2017, 2018, and 2019.

### **Research Activities**

The following is a list of research approved and conducted on the GMNF during 2019:

- Lauren Ash, Graduate Student at the University of Vermont conducted a survey for the presence of Ranaviruses and other amphibian disease in green frogs (*Lithobates clamitans*), wood frogs (*Lithobates sylvaticus*), spring peepers (*Pseudacris crucifer*), spotted salamanders (*Ambystoma maculatum*), and Eastern newts (*Notophthalmus viridescens*), in the vicinity of Abbey Pond in the towns of Bristol and Ripton.
- Dr. Paul Hapeman, Assistant Professor of Biology at Central Connecticut State University continued a research project studying the extent of occurrence of American marten (*Martes americana*) in southern Vermont and northwestern Massachusetts and key habitat features associated with their presence. Work on GMNF included the towns of Sunderland, Stratton, Glastonbury, and Somerset.
- Jordon Tourville and the Dovciak Lab from the University of Michigan completed understory vegetation surveys along pre-established sites within the GMNF in the towns of Lincoln, Mendon, and Shrewsbury. These completed surveys also involved establishing temperature monitoring sensors, seedling collection, and soil core collection. Future work will involve further soil sampling and retrieval of the temperature loggers.
- James Crall, Harvard University, conducted research on the thermal ecology of bumblebee (*Bombus impatiens*) nests.
- Dr. Kirsten Deane-Coe and undergraduate researcher Annie Colgan, Middlebury College, conducted research to evaluate moss species and soil conditions in the town of Lincoln.

### **Wildfire and Prescribed Fire Activities**

Fire management personnel on the GMNF were very active this past season accomplishing twenty two prescribed fires while suppressing four GMNF wildfires. Prescribed fire treatment objectives were focused on hazardous fuel reduction in the forest, improving wildlife habitat and reinvigorating blueberry patches. The following are the prescribed burns that were carried out and the wildfires that were responded to this past year.

Prescribed Fire Table:

Town	Activity	Name	Acres
<u>Ripton</u>	Prescribed Fire	Goshen Blueberry	10
<u>Granville</u>	Prescribed Fire	Perry basin	25
<u>Granville</u>	Prescribed Fire	Rob Ford	10
<u>Pownal</u>	Prescribed Fire	Dome	370
<u>East Dorset</u>	Prescribed Fire	Bowen	10
<u>Stratton</u>	Prescribed Fire	Branch Pond	2
<u>Winhall</u>	Prescribed Fire	Country Road B	13
<u>Winhall</u>	Prescribed Fire	French Hollow	5



<u>Wallingford</u>	Prescribed Fire	Homerstone	75
<u>Peru</u>	Prescribed Fire	Pumphouse	25
<u>Wilmington</u>	Prescribed Fire	Wardsboro	60
<u>East Dorset</u>	Prescribed Fire	Mad Tom	60
<u>Woodford</u>	Prescribed Fire	Little Pond	10
<u>Manchester</u>	Prescribed Fire	Richville	15
<u>East Dorset</u>	Prescribed Fire	Sunnyside	240
		Total Acres	930

Wildfire Table:

Town	Activity	Name	Acres
<u>Mount Tabor</u>	Wildfire	Little Rock Pond	.10
<u>Mount Tabor</u>	Wildfire	FR71	.10
<u>Stratton</u>	Wildfire	Branch Pond South	.10
<u>Stratton</u>	Wildfire	Branch Pond North	.10

In addition to prescribed fire that was performed in Vermont, 25 individuals were involved with providing support directly or indirectly for wildfire season locally and throughout the nation. This support included assisting in the mobilization of resources or by directly responding to wildfires and all hazard incidents throughout the nation. The fire crew also supported three military bases in New Hampshire and Massachusetts for a total of 510 acres and the Finger Lakes National Forest in New York State for 300 acres. The majority of all the prescribed burns were performed in the wildland urban interface.

The fire management staff would like to thank the dedicated firefighters from the volunteer and local fire departments that responded to and assisted in the suppression of the wildfires that occurred this past year on the GMNF.

### **Public Outreach / Conservation Education**

Employees of the GMNF were invited to attend the 2019 Addison County Fair and Field Days in Addison, where they were asked by passersby to answer many questions from the public about management efforts on the 400,000 acre National Forest. The fair continues to be a wonderful venue to discuss GMNF related issues with our partners and gather information from the public.

Each year, GMNF employees join partners in the Forestry Building at the Vermont State Fair in Rutland where exhibits from the Vermont Department of Forest, Parks & Recreation, the GMNF, Vermont Audubon Society and many other local entities are displayed. During 2019, Smokey Bear was again featured at the fair and greeted visitors. Smokey and his handler continue to enjoy fielding questions about forestry and fire safety topics from adults and children.

On Wednesday, June 5<sup>th</sup>, employees of the Green Mountain National Forest (GMNF) traveled to Loudon, NH to participate in the Dale Jr. Foundation Safe Kids 301, presented by Speedway Children's Charities and Safe Kids New Hampshire. The Forest Service had been invited to participate by the Children's Hospital at Dartmouth-Hitchcock (CHAD) another lead sponsor. This was one of many stops that Smokey Bear made in 2019 to celebrate his 75<sup>th</sup> Birthday. At the event, hundreds of local children

learned about bicycle safety, visited the Forest Service skins and skulls interpretive display to learn more about wildlife and had an opportunity to ride their bikes around the NASCAR track.

On June 11<sup>th</sup> and 12<sup>th</sup>, Forest Service employees from the GMNF and the Boston Urban Connections Program teamed up with Seacrest Studios at the Boston Children's Hospital to hold the skins and skulls educational program and a 75th birthday celebration for Smokey. The skins and skulls program was made available to patients in person and televised internally for those that were unable to attend. Forest Service employees worked with children to identify several mammals found in and around forests, animal identification, what type of habitat each animal thrives in, what each animal likes to eat and things that might threaten each animal's survival. Animal skulls helped illustrate different teeth types and offered an opportunity to discuss sharp meat eating (carnivore) teeth compared to those that are designed more for eating plants / vegetation. Smokey Bear made an appearance as the 'Greeter of the Day' spreading his messages about fire safety and wildfire prevention. Smokey interacted with almost 1,000 kids, parents and hospital staff in Boston – receiving many birthday hugs and fist bumps as he posed for group photos.

On July 9<sup>th</sup>, Smokey again hit the road with Forest Service staff where he joined children and employees in Burlington at the University of Vermont Children's Hospital. After the skins and skulls program Smokey and staff were able to distribute some special 75<sup>th</sup> Birthday gifts to the kids who posed for pictures and offered affection in return.

Smokey Bear, along with U.S. Forest Service employees from Vermont, the Massachusetts Department of Conservation and Recreation (DCR) and the Northeastern Forest Fire Protection Compact, participated in the August 18<sup>th</sup> Red Sox 1:05 p.m. pregame celebration at Boston's Fenway Park. This was a wonderful opportunity for Smokey to connect with the public and to educate folks about wildfire prevention. It goes without saying that we are all very proud of the work that Smokey has done over the past 75 years – the best news is that he isn't showing any signs of slowing down. Since his birthday Aug. 9, 1944, Smokey Bear has been a recognized symbol of conservation and protection of America's forests. His message about wildfire prevention has helped to reduce the number of acres lost annually to wildfires, from about 22 million (1944) to an average of 6.7 million annually today. However, wildfire prevention remains one of the most critical issues affecting our country. Many Americans believe that lightning starts most wildfires. In fact, nine out of 10 wildfires nationwide are started by humans.

Again in 2019 the GMNF partnered with Shelburne Farms to support the Forest for Every Classroom, Climate Resiliency program which works to educate New England-based teachers about forest stewardship issues, provide tools to develop place-based service-learning curricula that meet current educational standards, and use local landscapes, resources and community to connect classroom learning to real world application. Over the course of the year-long program participants integrate hands-on natural and cultural explorations into curriculum to address concepts in ecology, sense of place, stewardship, and civics. Participants in turn implement their learning into their instruction during the school year, then share out and reflect on their experiences with their fellow peers. The program continues to be a huge success in helping educators transfer and translate sustainability concepts in to their curriculum, instruction, and life.

Another critical program that we are proud to support is the Vermont Envirothon. The Vermont Envirothon helps students focus on Vermont's environmental issues related to forestry, wildlife, soils and water resources through real-world learning in a teamwork environment. We would like to thank the Vermont Association of Conservation Districts for coordinating this important program and the many agencies and natural resource and conservation partner organizations that work hard to make the Vermont Envirothon possible each year. The program provides an opportunity for hands-on field experiences and activities with professionals in the field and serves as a way for high school-aged students to actively learn more about the natural world around them while they work together. Students

learn to incorporate science-based investigations in helping to explore environmental issues. The 24th Vermont Envirothon was held on May 22, 2019 at Vermont Technical College in Randolph, Vermont. Eight schools across the state explored the Envirothon curriculum this year. Ten teams were able to join for the culminating event. Score and award results were as follows:

- First Place Overall Total Score: Bellows Falls Union High School
- Second Place Overall Total Score: Stafford Technical Center Team #2
- Third Place Overall Total Score: Randolph Technical Career Center Team #2

Another key component of the Envirothon program in 2019 was the Training Day held on April 3 at Marsh Billings Rockefeller National Historical Park and Billings Farm and Museum in Woodstock. A total of 70 people participated in this event.

Again, thank you for your support of your National Forest. Together, we will continue to maintain and improve this valuable treasure for generations to come. Our offices are open Monday through Friday from 8:00 AM until 4:30 PM. You can also visit us and learn more about the GMNF at our website online: <https://www.fs.usda.gov/gmfl>. Like us on Facebook: <https://www.facebook.com/GreenMountainFingerLakesNF/>

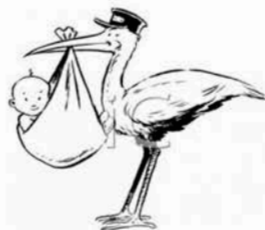
<b>David Francomb</b> District Ranger, South Half - Manchester Ranger District 802-362-2307	<b>Christopher Mattrick</b> District Ranger, North Half - Rochester & Middlebury Ranger Districts 802-767-4261
<hr/> <b>JOHN A. SINCLAIR</b> <b>Forest Supervisor</b> Rutland -- Supervisor's Office 802-747-6700	

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# VITAL RECORDS

## BIRTHS 2019

West, Oliver Lawrence January 2, 2019	Davis, Cloe Lynn June 13, 2019	Curtis, Lydia Anne September 4, 2019
Davis, Sage Evelyn January 16, 2019	Cornet, Christopher Kyle June 14, 2019	Bacon, Ira Matthew September 9, 2019
Park, Travis Quincy February 1, 2019	Demars, Declan Jeffrey July 9, 2019	Moulton, Paisley Ann September 18, 2019
Bessette, Lily Rae February 13, 2019	Demars, Ila Juliet July 9, 2019	Renaud, Braxton Paul September 25, 2019
Johnson, Brennan Taylor February 19, 2019	Rockwell, Rickie Grace July 10, 2019	Barrington, Aralynn Ross October 3, 2019
Jerome, Ellie Jane February 28, 2019	Wood, Sabin Kai July 20, 2019	Cornell, Fletcher Crowley October 16, 2019
Ogilvie, Tyson Cole March 9, 2019	Terry, Madilyn Faye July 25, 2019	Little, Arya Stella October 23, 2019
Goodyear, Reagan Abigail March 10, 2019	Jean, Abigail Lynn July 29, 2019	Dash, Elizabeth Rose November 10, 2019
Bishop, Kolby Ryan March 12, 2019	Neve, Claire Elara August 1, 2019	Fifield, Reese Morgan November 22, 2019
Perzanoski, Max Arlyn March 20, 2019	Sanchez-Gorman, Penelope Alexandra August 7, 2019	Butler, Malcolm Livingston November 23, 2019
Bouvier, Julia Addison Ivy Bailey March 25, 2019	Farr, Deklen Lee August 15, 2019	Cobb, Donovan Paul December 24, 2019
Ploof, Calvin Lee April 12, 2019	Kelley, Evelyn Anne August 23, 2019	Nary, Everleight Mae December 27, 2019
Evarts, Lawrence Mason April 16, 2019	Greene, Maddison Lois August 27, 2019	Cousino, Jaxson Adam December 30, 2019
Smith, George Paul Kvestich May 11, 2019	Shepard, Jayden Elliot August 29, 2019	Rinder-Goddard, Esmae Luna December 30, 2019
Albinson, Finn Sikkema May 26, 2019		



## DEATHS 2019

<u>NAME</u>	<u>DATE</u>
York, Wesley Graham	January 7, 2019
Blair, Edward David	January 21, 2019
Ruble, Richard Girard	January 29, 2019
Steadman, Alice Linda	February 1, 2019
Svrcek, William Samuel	February 11, 2019
Filkins, Geraldine K	March 14, 2019
Buonincontro, Francis Anthony	March 25, 2019
Lucia, Shirley May	March 30, 2019
Friend, Dennis M.	April 3, 2019
Hallock, Lorraine Edith	April 4, 2019
Hallock, Dale Paul	April 2019
Pilon, Marion Mildred	April 7, 2019
Smith, Stephen Joseph	April 8, 2019
Gearwar, Prescott John	April 19, 2019
Steady, Arland Thomas	April 24, 2019
Burbo, Theresa M.	May 17, 2019
Kirby, Jr., John Joseph	June 6, 2019
Fuller, Sr., Robert Glenn	June 25, 2019
Williams, Syllas A.M.	July 21, 2019
Morrissey, William Joseph	July 21, 2019
Fraser, Robert Martin	August 8, 2019
Jerome, Veronica Jean	August 16, 2019
Sumner, Sunny Frank	September 30, 2019
Chaput, Christopher Michael	October 30, 2019
Ketchledge, Richard Harry	November 3, 2019
Smith, George Edward	November 9, 2019
Eaton, Roberta H.	November 9, 2019
Emmons, Bruce Malcom	November 10, 2019
Thompson, Norman	November 20, 2019
Clapper, Alice Louise	November 27, 2019
Guilmette, Gary M.	December 1, 2019
Guilmette, Candice M.	December 1, 2019
Hallock, Ramona Ann	December 7, 2019
Beaver, Jesse Ray	December 18, 2019
Slattery, Patricia	December 20, 2019

## MARRIAGES 2019

### Spouse A

Allen, Bertha Anna  
 Danyow, Jill Erin  
 Sato, Chiyo Ashley  
 Skeffington, Christine Elizabeth  
 Gorton, Samuel Joseph  
 Gorman, Chelsea Lynn  
 Cobb, Helen Blacksher  
 Clark, Jr., LeRoy George  
 Latreille, Rebecca Lee  
 Provoncha, Courtney Lynn  
 Wright-Neil, Zelig Snow  
 Forbes, Brittany Alexandra  
 Hamberlin, Sarabeth Huard  
 Manning, Richard M.  
 Cote, Morgan Ray  
 Oberkirch, Crista Jean  
 Mansfield, Teresa Lynne  
 Grant, Alexia Marie  
 McGuire, Theresa Lynn  
 Cash, Brian Phillip

### Spouse B

Jarvis, Stephen Vernon  
 Barrows, II, Gary Allen  
 Travis, Daniel Joseph  
 Thompson, Craig Fahs  
 Shepherd, Arianna Mae-Porter  
 Perez, Luis Miguel Sanchez  
 Pampreen, Steven Nelson  
 Chadwick, Linda Anne  
 White, Joshua Keith  
 Morgan, IV, George Roger  
 Smith, Stewart Alexander  
 Germain, II, Raymond Gene  
 Smart, Taylor Kent  
 Wing, Emily M.  
 Arena, David Christian  
 Defranco, Zachary Thomas  
 Rathbun, Charles Lawrence  
 Parie, Jr., Michael Edward  
 Hernandez, Allan Enrique Ayala  
 Forbes, Luke Nathan

### DATE

February 27, 2019  
 April 16, 2019  
 May 18, 2019  
 May 25, 2019  
 May 30, 2019  
 June 8, 2019  
 June 15, 2019  
 July 13, 2019  
 July 20, 2019  
 August 10, 2019  
 September 14, 2019  
 September 14, 2019  
 September 21, 2019  
 September 22, 2019  
 October 5, 2019  
 October 5, 2019  
 October 12, 2019  
 October 10, 2019  
 November 18, 2019  
 December 1, 2019



[dreamstime.com](http://dreamstime.com)



# ANNUAL TOWN CONDENSED MEETING MINUTES

**Warning**  
**Annual Town Meeting**  
**Bristol, VT**  
**March 4, 2019**

**ARTICLE 1:** To hear the reports of the Town offers. **Article passed by voice vote.**

**ARTICLE 2:** To elect Town Officers by Australian ballot. **Article passed by voice vote.**

**ARTICLE 3:** Will the voters of the Town of Bristol vote that all real property taxes payable in installments shall bear interest at a rate of  $\frac{3}{4}$  of one percent per month or fraction thereof for the first three months and thereafter one and one-quarter percent per month or fraction thereof from the due date of each installment with the payment to the Town Treasurer of the real property taxes for the Town's fiscal year period of July 1, 2019 through June 30, 2020, being due in two equal installments on November 5, 2019 and April 5, 2020 by physical delivery to the Town Office before midnight on that date? **Article passed by voice vote.**

**ARTICLE 4:** To set salaries that shall be paid to the members of the Selectboard. **Kept the salaries and meeting pay the same. Article passed by voice vote.**

**ARTICLE 5:** Will the voters authorize the use of June 30, 2017 General Fund undesignated fund balance to pay the balance of the Holley Hall Acoustics loan finance through the Town of Bristol's Revolving Loan Fund with a current principle balance of \$20,000 plus and interest accrued at the current loan rate of 1.00% through the payoff date in FY2019? If approved, the General Fund Operating Budget in Article 10 would be reduced by \$5,200. **Article passed by voice vote.**

**ARTICLE 6:** Will the voters authorize the use of June 30, 2017 General Fund undesignated fund balance to pay the balance of the Holley Hall Remodel loan financed with People's United Bank with a current principle balance of \$30,000 plus any interest accrued at the current loan rate of 1.7% through the payoff date in FY2019? If approved, the General Fund Operating Budget in Article 10 would be reduced by \$10,510. **Article passed by voice vote.**

**ARTICLE 7:** Will the voters authorize the transfer of \$50,000 of the June 30, 2017 general Fund undesignated fund balance to the Capital Building Fund? **Article passed by voice vote.**

**ARTICLE 8:** Will the voters authorize the transfer of \$17,000 from the June 30, 2018 General Fund undesignated fund balance to the Capital Sidewalk Fund? **Article passed by voice vote.**

**ARTICLE 9:** Will the voters adopt the proposed 2019-2020 fiscal year Highway Fund Operating Budget in the amount of \$774,101, a portion thereof in the amount of \$675,251 to be raised by taxes; the tax rate on the 2019 Grand List of the Town sufficient to raise said sum as taxes to be determined by the Selectboard? **Article passed by voice vote.**

**ARTICLE 10:** Will the voters adopt the proposed 2019-2020 fiscal year General Fund Operating Budget in the amount of \$911,426, a portion thereof in the amount \$727,426 to be raised by taxes; the tax rate on the 2019 Grand List of the Town sufficient to raise said sum as taxes to be determined by the Selectboard? **Article amended to a 2019-2020 fiscal year General Fund Operating Budget in the amount of \$895,716 a portion thereof in the amount of \$711,716 to be raised by taxes. (\$15,710 reduction per articles 5 & 6). Amendment passed by voice vote.**

**ARTICLE 11:** Will the voters adopt the proposed 2019-2020 fiscal year Arts, Parks and Recreation Department budget in the amount of \$283,863, a portion thereof in the amount of \$193,613 to be raised by taxes; the tax rate of the 2019 Grand List of the Town sufficient to raise said sum as taxes to be determined by the Selectboard? **Article passed by voice vote.**

**ARTICLE 12:** Will the voters appropriate the following sums to be placed in various Town Reserve Fund accounts as noted?

<u>Reserve Fund:</u>	<u>Amount:</u>
Capital Building Fund	\$30,000
Capital Fire Equipment Fund	\$25,000
Capital Fire Vehicle Fund	\$100,000
Capital Highway Equipment Fund	\$110,000
Capital Road Fund-Construction	\$40,000
Capital Road Fund-Paving	\$125,000
Capital Sidewalk Fund	\$35,000
Conservation Fund	\$10,000
Reappraisal Fund	\$5,000
Technology Fund	<u>\$10,000</u>
	\$490,000

**Article passed by voice vote.**

**ARTICLE 13:** Will the voters appropriate the following sums in support of the organizations listed below, with said amounts level funded or lowered from the prior year, pursuant to 24 V.S.A. § 2691?

<u>Organization</u>	<u>Amount</u>
Addison County Restorative Justice	\$1,150
Addison County Home Health & Hospice	\$4,700
Addison County Humane Society	\$1,000
Addison County Parent/Child Center	\$4,800
Addison County Readers	\$2,000
Addison County Transit Resources	\$11,306
Addison County River Watch	\$300
Age Well (Formerly CVAA)	\$2,700
Bristol After School Kids Program	\$1,275
Bristol Band	\$1,200
Bristol CORE	\$10,000
Bristol Family Center	\$4,000
Bristol Fourth of July Committee	\$6,000
Bristol Historical Society	\$2,500
Bristol Little League	\$2,000
Bristol Recreation Club	\$15,000
Bristol Rescue Squad	\$13,500
Counseling Service of Addison County	\$3,875
Elderly Services	\$2,200
Hope (Helping Overcome Poverty's Effects)	\$3,250
Hospice Volunteer Services	\$1,200

John Graham Shelter	\$1,400
North East Addison Television	\$3,500
Open Door Clinic	\$1,000
Retired and Senior Volunteer Program	\$750
Vermont Adult Learning	\$1,650
WomenSafe	<u>\$3,500</u>
	\$105,756

**Article passed by voice vote.**

**ARTICLE 14:** Will the voters approve and appropriation of \$140,340 for the Lawrence Memorial Library for its annual operating budget, said sum to be raised by taxes? **Article passed by voice vote.**

**ARTICLE 15:** Will the voters appropriate \$29,000 for the Bristol Cemetery Association, Inc. for the purpose of maintaining the Greenwood Cemetery (mowing and trimming) in a well-kept manner in accordance with 24 V.S.A §2691. **Article passed by voice vote.**

**ARTICLE 16:** Will the voters renew the exemption of the Libanus Lodge No. 47 (Mason's Lodge) for its property located at 4 Elm Street from real estate taxes for a period of five (5) years pursuant to 32 V.S.A §3840? **Article passed by voice vote.**

**ARTICLE 17:** Will the voters appropriate \$1,500 to Turning Point Center of Addison County for the purpose of supporting its mission to assist persons, their families, and their friends in recovery from substance use disorder and addictive behaviors in accordance with 24 V.S.A §3840? **Article passed by voice vote.**

**ARTICLE 18:** Will the voters appropriate \$1,500 to Habitat for Humanity of Addison County to support the provision of affordable housing in Addison County in accordance with 24 V.S.A §2691? **Article passed by voice vote.**

**ARTICLE 19:** To transact any other non-binding business that may legally come before this meeting. **Article passed by voice vote.**

## **WEBSITES**

Town of Bristol - [www.bristolvt.org](http://www.bristolvt.org)  
Bristol Recreation Department - [www.bristolvt.myrec.com](http://www.bristolvt.myrec.com)  
The Hub Teen Center- [www.bristolskatepark.com](http://www.bristolskatepark.com)

## **TOWN OFFICE HOURS**

Monday – Friday 8:00 a.m. – 4:30 p.m.

## **TELEPHONE NUMBERS**

Dog Officer - Monday – Friday 453-2410 daytime  
453-2533 evenings and weekends  
Town Administrator's Office – 453-2410  
Town Clerk's Office – 453-2410  
Department of Public Works – 453-4707  
Water Department – 453-2410  
Recreation Department – 453-5885  
Recreation Youth Center – 453-3678

## **EMERGENCY NUMBERS**

Fire Department – 911  
Bristol Rescue – 911  
State & Local Police – 911

## **BUSINESS NUMBERS**

State Police – 388-4919  
Bristol Police – 453-2533  
Bristol Rescue Squad – 453-2513  
Bristol Fire Department – 453-3201  
Lawrence Memorial Library – 453-2366

## **RECYCLING HOURS**

Saturdays - 8:00 a.m. to 12:00 p.m.

## **CLOSED ON THE FOLLOWING HOLIDAYS**

New Year's Day	Veterans Day
Presidents Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Fourth of July	Christmas Day
Labor Day	

## **MEETINGS**

Selectboard every other Monday at 7:00 p.m.  
Planning Commission 3<sup>rd</sup> Tuesday at 7:00 p.m. (1<sup>st</sup> Tuesday as needed)  
Zoning Board of Adjustment 2<sup>nd</sup> and 4<sup>th</sup> Tuesday at 7:30 p.m. as needed  
Conservation Commission 2<sup>nd</sup> Thursday at 7:00 p.m.  
Energy Committee 3<sup>rd</sup> Wednesday at 7:00 p.m.