



**TOWN OF BRISTOL  
REGULAR MEETING  
April 13, 2020**

Virtual Meeting using Zoom or phone: PRESENT: Supervisor Robert A. Green, Jr., Councilwoman Lauren Bolonda, Councilman David Parsons, Councilman Frederick Stresing, Councilman Christopher Hart, Highway Superintendent Ronald Wilson, Town Clerk Karen Maczynski, Mr. William Kenyon, Atty., Zoning Sec. Sandra Riker.  
Guests: Liz Smith, President of the Bristol Library and Resident, Mr. Ken Hansen, Bristol Woodland Campground.

Supervisor Green called the regular meeting of the Town Board to order at 7:12 PM, followed by Pledge of Allegiance to the US flag. Statement by Supervisor Green as follows: *As current events (COVID-19) have placed requirements on crowd assemblies and restrictions on social distancing, we ask for the public's patience in meeting those requirements. The technology for such requirements presents a new technological format. We are adjusting to meeting the public needs while not placing our residents at risk.*

- I. A motion was made by Councilman Stresing to accept the March 9, 2020 board minutes, seconded by Councilwoman Bolonda and motion carried.
- II. Audit of the bills, budget transfer, Monthly Report of Supervisor:  
A motion was made by Councilman Parsons, seconded by Councilwoman Bolonda, and carried to pay the bills, approve budget transfers, and approve the Supervisor's report, and carried.

**Abstract 4**

<b>General:</b>	<b>Vouchers 75-91</b>	<b>\$</b>	<b>12,022.81</b>
<b>Highway:</b>	<b>Vouchers 1078-1098</b>	<b>\$</b>	<b>65,010.19</b>

III. Monthly reports from:

A. **Highway:** Superintendent Ron Wilson presented his report as follows:

*HIGHWAY REPORT FOR April 13, 2020*

*Due to the COVID-19 on Tuesday, March 17, 2020, it was decided to split the highway crew. Work week; 3 employee's working Monday and Tuesday then the other 3 doing Wednesday and Thursday. Then on Monday the March 25<sup>th</sup> it was changed to complete shutdown. After 2 weeks we came back again working the split shift of 3 and 3 while we hold the 6 ft. separation.*

- 1) *The Grader is back running getting around. Before the COVID-19 hit, we had the grader out hitting the roads that had heavy amounts of potholes, some areas were too soft with clay pumping up as in the hill we are preparing to do the widening and the gravel lift on the hill before Logan Road and the section S turn between the camp grounds and the alpaca farm. Now that we are back things are drying out so we can do a proper grade job. I have rented a soil conditioner on the front of a skid steer that mills up the road and cuts out the potholes. It works great. Then we go through and do a good grade and hopefully the holes stay gone for a while.*
- 2) *Last week we were cutting trees on east side of South Hill. Clearing to push ditch back to get the width needed to lift the road.*
- 3) *We will be getting South Bristol's bucket truck back when it is available so we can get the rest of the trees down we can cut and I will get the contractor in and drop all the ones near the power lines.*
- 4) *Both road side mowers have been serviced as far as oil and fuel. Flail mower ready to go boom mower is in need if some attention. I had Scott make a list of the parts needed. And called for a quote. We won't be doing a rebuild on that. We will replace only the parts needed to get it usable and safe for now. The head is 14 years old and looks like it's 50. The quote was over \$12,000 the cost of a new head.*

- 5) *The 2020 Ford F-350 is to be delivered. I need board approval to put the 2018 F-350 on Auctions International.*
- 6) *Highway bathroom water changed. Putting remodel on hold till we know more on our finances.*
- 7) *I'm working on revising the 2020 284 agreement to use with the possible loss in CHIP's funding and loss in sales tax moneys. Making a list of jobs that can be done with little to no money. Ditching, tree trimming exc.*

*Respectfully submitted Ronald Wilson*

Board discussion of using a Bobcat skid Steer with a soil conditioner to address potholes. Councilman Parsons discussed a nondisclosure agreement by Mr. Wilson due to a family connection with Bobcat sales. Mr. Wilson agreed and stated he had no connection to the rental agency of Bobcat.

284 Agreement: Mr. Wilson, Councilman Stresing and Councilman Parson's to review the 284 document to prioritize line items for cost reduction.

S. Hill Road – Mr. Wilson reviewed current work taking place; potholes were being addressed with the grader, tree removal in preparation for widening of the road for ditches and ultimately lifting the road through addition of gravel.

Councilman Hart discussed the HW crews split shift format and inquired about day to day operations, also cost of Bobcat rental and status of Boom Mower maintenance.

**B. Planning Board & Zoning Board of Appeals and Code Office; Report from Mrs. Sandra Riker as follows:**

*Planning, ZBA and Code Office Report*

*April 13, 2020*

*Planning Board met on April 6th with the aid of Zoom meetings and reviewed a lot line adjustment for a parcel at 5277 South Hill Road. After additional items were added to the Preliminary map the lot line adjustment was approved and final maps signed on April 6th.*

*The Board asked to have the assignments for Code 360 review resent to aid in their work.*

*Zoning Board of Appeals-will be meeting on April 21st via Zoom meetings to familiarize themselves with how the process works. There are no applications for their review at this time.*

*Code Office-March, 2020*

*Completions: C of O- 1 and C of C- 3*

*New Permits: 6*

*Inspections: 10-2 electrical by 3rd party inspectors, and 8 by Chris Jensen*

*Baptist Hill violations- meeting with Langer, attorney, Supervisor Green and Chris Jensen, CEO to discuss how to resolve the violations on the Langer property is on hold until regular working conditions resume.*

*Code of Ethics Board: We have received a letter of interest with a resume from Jennifer Van Houten to fill the position left vacant earlier this year. I have not had a chance to list this on the Town Webpage-so we have no additional applicants for you to consider at this time.*

*Respectfully submitted,*

*Sandra Riker*

*Secretary to Planning Board, ZBA and Code Office Assistant*

**C. Parks/Special Committee.**

Park Commissioner's Report April 13, 2020 Presented by Mr. Stevens as follows:

*Update on the park grant.*

*Paperwork for reimbursement of grant work has been approved for payment. The Authority has audited your reimbursement request #1. We will be processing a payment in the amount of \$7,705.08 on March 27, 2020. We have received the check.*

#### *Old Business*

*Updated Park Law that never got passed and or filed with the state. Table this until fall and update before the new year.*

*Bristol Fun Day is June 14, 2020. I propose to wait until the May 11, 2020 Town Board Meeting to cancel or to hold Bristol Fun Day. I have reached out to some previous attendees to see if they are interested. They are instructed to not send any donations at this time but only to commit to coming. The Bloomfield Marching band will not be able to meet enough to be prepared to March, but would like to perform the Star-Spangled Banner and flag raising.*

*Organizational meeting for Bristol Fun Day was February 11, 2020 7:00 PM at the Town Hall.*

*There will be not be another meeting until after the May Town Board Meeting. I propose May 12 P.M. at the town hall if Bristol Fun Day is being held.*

*I contacted the sign maker, but have not received a quote*

*I would like the board to consider getting a quote for four signs to be posted under the new welcome to Bristol signs that read "Bristol Fun Day-2nd Sunday in June". At the present time there is not a sign on County Road 33 that welcomes drivers to Bristol. Should there be one at the Richmond Town line with a Bristol Fun Day sign?*

#### *New Business*

*I opened the Bristol Share Market on March 26, 2020. Many people have donated various food items and cleaning needs (Toilet paper). Some books, movies and other items have been donated. The main goal is for food and necessary items not a used item sale.*

*On March 30 and 31 2020 I put up signs the park for Safe Distancing and closed the playground areas. The bathroom will remain closed until deemed safe. This will also give time to make repairs to the burst pipes.*

*Grading topsoil and seeding have been done around the pavilions. Brian Malotte repaired some missing shingles on the Barend Pavilion.*

*Thomas Stevens Park Commissioner*

Board discussion concerning park grant money. Supervisor Green stated the Town will not be spending any money connected with the park grant at this time. Also, no donations will be accepted regarding Bristol Fun Day at this time. The Board will again review the plans for Bristol Fun Day at he May Town Board meeting.

Pavilion Rental for May: Motion by Councilman Stresing to cancel Pavilion rental during the Month of May, seconded by Councilman Hart and carried. Rental fees to be refunded.

- D. **Town Clerk report.** Mrs. Maczynski presented her report. Total disbursements were \$2153.45 for the month of March 2020. The Town Clerk's office has finished collection of Town & County Taxes. Town of Bristol was paid an additional \$2,906.04 in tax late fee's (penalty) and interest. Overall, the tax collection rate was 93%.

Motion by Councilwomen Bolonda to accept the monthly reports, seconded by Councilman Stresing and carried.

#### **IV. Old Business**

Supervisor Green reviewed COVID-19 revenue impact on the town and the resulting changes to spending the town would need to implement; specifically highway projects as outlined in the 284 agreement. Board discussion concerning the code truck. Motion by Councilman Parsons' to declare the 2018 code truck surplus and send the truck to auction, seconded by Councilwoman Bolonda and carried, Councilman Hart opposed.

**V. New Business**

Bristol Fun Day board discussion concerning rescheduling the date to later in the summer. Supervisor Green discussed the financial impact of the reduced revenue to not just the Town but the Bristol Library and Bristol Vol. Fire Dept. Ms. Smith, Library Board President, discussed the financial impact on the Library as it is their largest fund raiser and rescheduling the date.

Motion to postpone Bristol Fun Day until August by Councilman Parsons and seconded by Councilman Stresing and carried. Board discussion to reconsider the date at the May board meeting.

**VI. Round Table - none**

**VII.** Supervisor Green closed the meeting with a salute to our first responders. Motion to Adjourn by Councilwoman Bolonda and seconded by Councilman Stresing and carried at 8:21 PM.

Respectfully submitted

Karen Maczynski  
Town Clerk

DRAFT