P.I.L.O.T. EMS early budget presentation 6:30 p.m.

1. Call to order 7:00 p.m.
2. Pledge of Allegiance
3. Announce changes to agenda.
4. Consider approving minutes from meeting of November 11, 2014.
5. Announcements
6. Receive guests (for non-agenda items).
7. Discussion about Town Report content, responsibilities and production.
8. Consider approving Barre town Thunder Chicken’s request for snowmobile trails across several town properties.
10. Consider approving weekly accounts payable warrants.
11. Miscellaneous, including permits and licenses.
12. "Round the table"
13. Executive Session – (if needed).

BARRE TOWN SELECTBOARD MINUTES
November 18, 2014

The duly warned meeting of the Barre Town Selectboard of November 18, 2014 was held at the Barre Town Municipal Building, Selectboard Room, Lower Websterville at 7:00 p.m.

The following members were in attendance: Jeff Blow, Robert LaClair, Rolland Tessier, and W. John "Jack" Mitchell. Tom White was not present.

Attendance for the regular meeting included: Town Manager Carl Rogers, Assistant Town Manager Andrew Dorsett, Assistant Town Clerk Deborah Lefebvre, Melissa Brown, Brenda Buzzell, Norma Malone, Paul Malone, Charles Woodhams, David Rouleau, Donna Rouleau and Jim Dwinell.

CALL TO ORDER - The meeting was called to order at 7:05 p.m.

PLEDGE OF ALLEGIANCE

Those present recited the Pledge of Allegiance.

CHANGES TO THE AGENDA
None

MINUTES

On a motion by LaClair, seconded by White, the Selectboard voted unanimously to approve the Selectboard Meeting Minutes of November 11, 2014 with the following corrections:
1. Change the meeting date throughout the minutes to November 11, 2014.
2. Page 3, Round the Table, paragraph 2. Change the word tract to track in the last sentence.

White was not present for the vote.

ANNOUNCEMENTS

- The fourth quarter Town Newsletter will be arriving in your mailbox soon. This is a great resource to help residents stay informed
Selectboard Minutes of November 18, 2014 continued:

- Just a reminder that the steep gravel section of Sterling Hill Road is closed for the winter.

- Town Reports are available at Lawson’s Store, Graniteville General Store, Quarry Hill Quick Stop, Morgan’s East Barre Market, Trow Hill Grocery, Brookside country Store, Hannaford’s and the Municipal Building.

- The Barre congregational Church will hold its Thanksgiving Day 5k road race in Lower Websterville. Drivers should be aware that runners will be in the road and there may be traffic delays on Graniteville Road between 9:20 a.m. to 10:15 a.m. For more information visit the Town of Barre’s website.

GUESTS - None

DISCUSS TOWN REPORTS

Background: No discussion about the content of the Town Report or how it is compiled has been held in recent memory. Suggested topics for discussion include:

Town Report Contents
1. What is the purpose(s) of the Town Report?
2. What do we hope to accomplish by writing, printing a Town Report?
3. What contents (information, reports) do we have now that we want to keep?
4. What contents do we have now that we want to improve?
5. What contents can we discontinue?
6. What new content should we add?
7. What, if any, legal requirements are there for town reports?

Town Report Process
1. Who determines the:
   a) Cover
   b) Dedication
   c) Contents
2. Who prepares what?
3. What are we reporting… status as of June 30? What is going to happen or has happened after June 30?

Production
1. How should the Town Report be given to the Printer?
2. How do we assemble the document?
3. How should groups, department heads submit their reports?
4. Should there be an on-line version? How could it be produced efficiently from materials prepared for the printer?

Melissa Brown and Charles Woodhams were present as auditors to provide input along with Norma Malone and Brenda Buzzell (school input). The discussion covered a number of the outlined topics. Many viewed the Town Report as an historical record, as well as a way to learn what the town is doing (and has done) each year. It is also a statement of the financial position of the town each year. There was some discussion as to what content might be added or deleted from the town report. Perhaps reduce some of the detailed audit material in the town report by providing a summary and then a link to the complete audit on line.

Another possible idea was to remove some school information from the town report and publish it separately. Also some of the information currently in the town report might be suitable for putting in the quarterly newsletter.

Jeff Blow suggested that the department reports could be sent to the Town Managers office as a PDF in the size and format to be ready for printing. He also said
the current issue that the Manager’s Secretary has in opening PDF files could be easily fixed by a software change. By having the reports in this format, the Manager’s office could free up a great deal of time spent on typing these reports. He also stated that one of his major objectives would be to have all necessary materials delivered in a timely manner so that the town report could be printed and available 10 days prior to the Town Meeting.

There was some discussion about the number of reports that are printed and how many are left over. We currently print 1200, and have in recent years had many left. It was suggested by some that there should have been town reports easily accessible to the voters at the polling place for the recent November 4 election.

It was generally agreed that it would be helpful to have an on-line version of the town report in addition to a printed version.

It was decided that this was a good beginning discussion and that the board would revisit the topic again on December 16. Norma Malone will be looking into the reporting requirements that pertain to the school and the auditors will be going over the outlined questions above and come to the December 16 meeting to add their input.

THUNDER CHICKEN’S REQUEST TO USE TOWN PROPERTY

Background: Snowmobile clubs must have property owner permission to run a trail across private property. The Thunder Chickens cross numerous parcels of town owned land. Permission to cross a road at a 90° angle is not required, but riding on or along a road does require the town’s approval. There doesn’t seem to be any new locations on the list.

David Rouleau presented the annual request from the Thunder Chickens to obtain permission from the town to cross town owned land. He noted that Cheney Road is not on the list this year as they re-routed last year on the Berini property and that worked well. The club installs and removes Snowmobile X-ing signs at each of the crossings. They have also posted No Fueling signs near the town’s water well off of Waterman Street.

It was clarified that the trail does not cross the Town land (gravel pit) off Route 14 in South Barre, but does cross the town land across Route 14 from the entrance to the pit.

It was also noted that the Town Forest should also be mentioned in the list of properties.

On a motion by Tessier, seconded by LaClair, the Selectboard voted to approve the request by the Thunder Chickens to operate trails across town land as listed and to include the properties noted above. White was not present for the vote.

5-YEAR EQUIPMENT PLAN

Background: This plan will be Appendix A in the 2015-2016 budget. The purchases listed in year 1 would be included in the Equipment Fund budget. Major changes from the existing plan are: Year 1- add purchase of large vibratory (compacting) roll; Year 3: add refurbishment of fire engine 2; change cost of known lease payments; delete $30,000 for new telephone system. There are minor adjustments, too.

Changes to the planned spending in the first four years is as follows.

<table>
<thead>
<tr>
<th>Year</th>
<th>Was</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015-16</td>
<td>$505,747</td>
<td>$506,360</td>
</tr>
<tr>
<td>2016-17</td>
<td>$511,024</td>
<td>$534,598</td>
</tr>
<tr>
<td>2017-18</td>
<td>$484,824</td>
<td>$536,048</td>
</tr>
<tr>
<td>2018-19</td>
<td>$553,124</td>
<td>$552,524</td>
</tr>
<tr>
<td>2019-2020</td>
<td>$NA</td>
<td>$539,271</td>
</tr>
</tbody>
</table>

The proposal continues the replacement schedules used for several years.
Selectboard Minutes of November 18, 2014 continued:
There was some discussion that it might be a good idea to start setting aside some funds now to have it available to put toward a Vactor when it comes time to replace it since this is a large ticket item.

On a motion by LaClair, seconded by Tessier, the Selectboard adopted the FY 2016-FY 2020 5 year Equipment Purchase Plan. White was not present for the vote.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Mitchell, seconded by LaClair, the Selectboard voted unanimously to approve the accounts payable warrants for November 18, 2014. White was not present for the vote.

MISCELLANEOUS
None

’ROUND THE TABLE

Mitchell- Noted that the town had received a nice thank you from a resident for the paving work at Cutler Corner. It was nice to hear some positive feedback, as we don’t hear that as often. Where are we at with EarthWaste discussions? Carl says we are still working on a renewed lease agreement and renewing State permits.
Blow- nothing
LaClair-nothing
Tessier-nothing
Rogers-nothing
Dorsett-nothing

EXECUTIVE SESSION - None

ADJOURN

On a motion by Tessier, seconded by LaClair, the Selectboard voted unanimously to adjourn at 9:10 p.m.

______________________________________________  ________________________________
Deborah Lefebvre- Assistant Town Clerk  Selectboard Chair

______________________________________________  ________________________________

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Barre Town Selectboard