BARRE TOWN SELECTBOARD MINUTES
May 19, 2015

The duly warned meeting of the Barre Town Selectboard of May 19, 2015 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, W. John "Jack" Mitchell, Rolland Tessier, and Tom White.

Attendance for the regular meeting included: Town Manager Carl Rogers, Assistant Town Manager Andrew Dorsett, Town Clerk-Treasurer Donna J. Kelty, Police Chief Michael Stevens, Town Engineer Harry Hinrichsen, James Henzel, Michael Flannery, Dawn Fleury, and the Times Argus Reporter.

CALL TO ORDER - The meeting was called to order at 7:03 p.m.

PLEDGE OF ALLEGIANCE - Those present recited the Pledge of Allegiance.

APPROVE THE AGENDA

On a motion by Tessier, seconded by White, the Selectboard voted unanimously to amend the agenda item #17 to include legal and personnel.

MINUTES

On a motion by White, seconded by Tessier, the Selectboard voted unanimously to approve the Selectboard Meeting Minutes of May 5, 2015 with the following corrections:

1. Page 3, Discontinuance, 1st paragraph, 3rd sentence, first word, delete They and insert the word "The";
Selectboard Minutes of May 19, 2015 continued:

2. Page 5, ‘Round The Table, second paragraph, 2nd sentence, insert the word “in” prior to the word use.

ANNOUNCEMENTS

- Youth Track & Field for boys and girls from 7 to 14 years old begins on June 15th. The group will meet on Mondays and Thursdays until July 25th from 5:30 p.m. to 6:30 p.m. at the Barre Town track. Registration prior to June 4th is $30.00 and after is $35.00. All registrations must be done prior to the start of the program. Anyone with questions should contact the City Recreation Department at 476-0257.

- Tennis lessons sponsored by the Recreation Commission will include: Two - 2 week morning sessions for kids 3rd grade through 6th grade, One - 2 week evening session for beginning adults and youth 7th through 12th grade, and a one week evening session for adult intermediates players as well. New this year, a one week evening session for families to come and play together, have some fun, learn some skills and play a sport that the whole family can enjoy. For more information and registration forms contact Coach Kelly Cleveland at krc97stang@gmail.com or (802) 279-2679.

- If you would like to be considered for an appointment on one of the Town's Boards or Committees please submit a letter of interest to the town Manager's Office by Friday, May 22nd.

- The Holden Road lawn waste site is open on Wednesdays from 3:00 p.m. – 6:00 p.m., Thursdays from 9:00 a.m. - Noon, and Saturdays, 8:00 a.m. - Noon.

- Call for volunteers: Town Manager Rogers stated he is in need of volunteers to work the Lawn Waste site on Wednesday afternoon 3:00 – 6:00 p.m. The Town is also looking for volunteers to take over the maintenance of the Flower Garden across the street from the Barre Town School. This would be a great project for a group or organization.

- On Saturday June 6, 2015 around 9:00 a.m. there will be a community service project to clean up the landscaping at the East Barre Playground. Anyone interested in participating in this worthwhile project contact the Town Manager's Office.

- If you would like to be considered for appointment on one of the town's Boards or Committees please submit a letter of interest to the Town Manager's Office.

GUESTS - None

On a motion by Mitchell, seconded by Tessier, the Selectboard voted unanimously to skip over item 7 on the agenda to hear item 8 as there were individuals present who should not have to sit through the discussions of reorganization.

AMEND MEMORANDUM OF UNDERSTANDING WITH PHOENIX HOUSE

Background: The Phoenix House is underutilized and occupancy is approximately 63 percent. Therefore, they are requesting the Memorandum of Understanding (MOU) be amended to include residents from Lamoille County. Police Chief Stevens has commented that he sees no higher threat from Lamoille County offenders than those currently accepted at the Phoenix House (from Washington and Orange Counties). The request is to amend the MOU for a one-year trial period. If no issues are found the change could be considered on a more permanent basis.

Phoenix House representatives James Henzel, Mike Flannery, Department of Corrections representative Dawn Fleury, and Police Chief Mike Stevens were present. The
Selectboard Minutes of May 19, 2015 continued:

home is open to offenders (recovering addicts) who are ready to re-enter into the community. Various agencies work with the individuals who live in the closely monitored home. Phoenix House opened two years ago in August and has had a great success rate to date.

On a motion by White, seconded by LaClair, the Selectboard voted unanimously to adopt the 2015-2016 Memorandum of Understanding with the Phoenix House as presented.

Mr. Henzel stated the House is always looking for community projects and would be interested in finding out more on the Flower Garden project and will assist with the East Barre Playground clean-up.

On a motion by Mitchell, seconded by Tessier, the Selectboard voted unanimously to take agenda item 7 off the table.

**ANNUAL REORGANIZATIONAL MEETING**

Following Town Meeting the Selectboard conducts its annual organizational meeting. To accommodate summer schedules the Board’s meeting schedule (June - September) is reviewed to determine if bi-weekly meetings will be adequate to conduct business. Other business includes appointment of Selectboard Chair and Vice Chair and other Town staff and officers, the time and place of the regularly scheduled meetings, policy review, and use of Roberts Rules of Order to conduct meetings.

On a motion by LaClair, seconded by White, the Selectboard voted unanimously to appoint Jeff Blow as Chair of the Selectboard for one year.

On a motion by LaClair, seconded by Tessier, the Selectboard voted unanimously to appoint Tom White as Vice Chair of the Selectboard for one year.

On a motion by Tessier, seconded by White, the Selectboard voted unanimously to appoint Donna J. Kelty as Clerk of the Board for one year.

The Selectboard was provided a chart showing Vermont Cities and Towns sorted by population from the largest down to the smallest. There are only two communities whose Selectboard/Council which meet weekly, Barre Town and Barre City. Management is asking the Board to consider altering their meeting schedule to bi-monthly meetings.

To keep meeting length to a minimum it was agreed the regular meetings should start at 6:30 p.m. PILOT session would be held during the regular meeting and if there was no PILOT the Board could continue with other tasks.

A motion was made by LaClair, seconded by Tessier, the Selectboard voted to fix the time and place of their regular meetings at 6:30 p.m. in the Selectboard’s room at the Municipal Building.

With regards to frequency of meetings Blow stated he does not support meeting every other week for the entire year. The agendas always seem to be full. His concern is that a lot of things will remain undone or not thoroughly reviewed/discussed as they should be. It was also noted that during budget time (January - March) the Budget Committee needs to meet weekly. Since the Selectboard is here it should at least conduct the immediate business of the Town. Other discussion points included holidays, vacations, and a little history was given by Mitchell.

On a motion by White, seconded by LaClair, the Selectboard voted unanimously to meet weekly for the year with the following exceptions:
Selectboard Minutes of May 19, 2015 continued:

1. The meeting schedule for July and August will be every other week (said date to be determined); and

2. The Selectboard will not meet the holiday weeks of Thanksgiving, Christmas and New Year.

On a motion by White, seconded by Tessier, the Selectboard voted unanimously to adopt Robert’s Rules of Order, as amended, as procedures to be followed at the weekly meetings as a general guide, with the Chair authorized to make motions, enter debates, and to vote.

On a motion by LaClair, seconded by White, the Selectboard voted unanimously to continue the Purchasing Policy and authorizations as adopted on December 20, 1994, and amended.

On a motion by Mitchell, seconded by White, the Selectboard voted unanimously to set the compensation for the Board of Civil Authority and Board of Abatement members at $4.00 per session when updating the checklists and requests for abatement. An hourly wage equal to the minimum wage was set for those people hearing tax grievances and working at the polls and to set the standard mileage reimbursement at the I.R.S. per mile rate.

On a motion by Tessier, seconded by White, the Selectboard voted unanimously to set the compensation for the tax collector at 0% of the delinquent installment amounts collected. If collected by the town attorney, the compensation for the attorney will be 5% of the delinquent installment amounts collected and 0% for the collector.

On a motion by LaClair, seconded by White, the Selectboard voted unanimously to set the compensation for the First Constable at the minimum wage.

On a motion by Mitchell, seconded by White, the Selectboard voted unanimously to appoint Harry Hinrichsen, Town Engineer, as Environmental Officer for one year.

On a motion by White, seconded by Mitchell, the Selectboard voted unanimously to appoint Michael D. Monte as Town Attorney for one year.

On a motion by Tessier, seconded by Mitchell, the Selectboard voted unanimously to appoint Carl Rogers, Town Manager, as tax collector of delinquent real and personal property taxes for one year.

On a motion by LaClair, seconded by White, the Selectboard voted unanimously to appoint Carl Rogers, Town Manager, as tax collector of delinquent sewer assessments and all other town levies for one year.

AWARD CONTRACTS

Background: Bids for the hot-mix paving asphalt and line painting/markings were mailed.

A. Hot-mix asphalt: Bids were mailed on April 29th and five (5) were returned. At the bid opening on May 14th the low bid was Pike Industries with Control #1 for $69.85 per ton ($10.15 less per ton than budgeted) and Contract #2 for $68.95 per ton ($12.05 less per ton than budgeted). The two contracts combined equal $526,852.55 which results in a savings of $50,863. The next lowest bid was from F.W. Whitcomb whose total bid price was $527,308.00.

On a motion by LaClair, seconded by White, the Selectboard voted unanimously to award the 2015 Hot-mix asphalt paving Contracts #1 and #2 to Pike Industries based on their unit bid prices of $69.85 and $68.95, respectively.
Selectboard Minutes of May 19, 2015 continued:

B. Line Painting/Markings: These bids were also mailed on April 29th and due back May 15th. Two bids were received. The low bid was Markings, Inc. at $20,309.55. The second bid was from L&D Safety Markings with a bid of $23,374.00.

On a motion by Tessier, seconded by White, the Selectboard voted unanimously to award the 2-15 Line Painting and other Markings contract to Markings, Inc. based on their per unit bid prices.

During discussion the Manager stated this contract was over budget. The Boards preference is that since there was savings in the paving to do the full contract on line painting which is important.

On a personal note Mitchell stated he would like to have a Board discussion at some point with regards to the Policy of NOT painting center lines on brand new blacktop. He feels this is a safety issue.

AUTHORIZE SALE OF VEHICLES - OLD DUGOUT RESTAURANT

Background: The Town recently posted on Craigslist four (4) vehicles formerly owned by Mr. Goodrich (former Dugout Restaurant property). The postings allowed for interested parties to make offers until May 14th at which time the highest bid is accepted. The starting bid price was established by each vehicle’s scrap value. Selectboard authorization is needed to sell the vehicles. The vehicles included a 1997 Honda Passport, 1983 Mercedes Benz, a 1990 International Truck, and a golf cart.

On a motion by LaClair, seconded by Tessier, the Selectboard voted unanimously to authorize the sale of the following four (4) vehicles:

1) 1997 Honda Passport to Dan Segal for $200 (scrap value was $150),
2) 1983 Mercedes Benz to Jarod Milot for $450 (scrap value was $130.20),
3) 1990 International Truck to Alex Rabies for $1,500 (scrap value of $600), and
4) A golf cart to Steve Borah for $210.

FY 2015-2016 DISPATCH CONTRACT

Background: The Fiscal Year 2015-2016 contract for dispatching services is for $224,478.63, to be paid quarterly. This is the same amount that was given to the Town for budgetary purposes.

Police Chief Stevens stated his Department is still very happy with the service.

On a motion by Tessier, seconded by Mitchell, the Selectboard voted unanimously to approve the 2015-2016 Dispatching Contract with Lamoille County Sheriff’s Department in the amount of $224,478.63.

ADOPTING LOCAL EMERGENCY OPERATION PLAN

Background: Earlier this year Department Heads met with CVRPC representative Laura Ranker to discuss updating the Local Emergency Operation Plan. The Plan is now updated in the new 2015 format and added additional required information (public gather places such as parks, playgrounds, and daycares). Also new this year is a complete set of updated maps.

On a motion by Mitchell, seconded by Tessier, the Selectboard voted unanimously to adopt the 2015 Local Emergency Operation Plan.

Mitchell informed the Town Manager that the Department of Public Works crew needs to complete the ICS 100 training.
Selectboard Minutes of May 19, 2015 continued:

**RESOLUTION #6-15 - ENGINEERING & PUBLIC WORKS WEEK**

**Background:** Annually, the Vermont State Legislature recognizes town municipal public works departments and workers through a resolution setting aside one week as public works appreciation week. The Town in the past adopted a similar resolution recognizing the dedication and efforts of its own public works employees. This year's resolution is not only recognizing Public Works but also our Engineering Department for their roles in developing and preserving our community’s critical infrastructure. White read the resolution. (A copy is attached to these minutes.)

*On a motion by Mitchell, seconded by Tessier, the Selectboard voted unanimously to adopt "Resolution #6-15, Designating May 19 - 25, 2015 as Engineering and Public Works Week in Barre Town and Recognizing Barre Town's Engineering and Public Works Employees."

**WEEKLY ACCOUNTS PAYABLE WARRANT**

*On a motion by Tessier, seconded by White, the Selectboard approved the accounts payable warrant for May 12, 2015. Blow recused himself due to an employer conflict.*

*On a motion by Mitchell, seconded by White, the Selectboard approved the special accounts payable warrant for May 19, 2015. Tessier recused himself due to an employer conflict.*

**MISCELLANEOUS**

*On a motion by LaClair, seconded by White, the Selectboard voted unanimously to approve and authorize the Town Clerk to sign the following 2015 Department of Liquor Control permits:*

1. **State of VT Special Events Permit for Fresh Tracks Farm who will be sponsoring a wine tasting at the Harley Davidson dealership, 663 South Barre Road on July 16, 2015 beginning at 5:00 p.m. and ending at 7:30 p.m.; and**

2. **A Request to Cater Malt, Vinous and/or Spirituous Liquors for The Common Man Restaurant who will be catering an event at 59 Little John Road owned by Pierre Couture on May 31, 2015, beginning at 11:00 a.m. and ending at 3:30 p.m.**

Assistant Manager Dorsett stated the Town Forest Open House was a great success. On the recreation front Barre Town also received a generous donation of 36 tennis racquets from Dr. Guy L. Mintz, who heads the group “Tennis Racquets for Kids.”

The Recreation Department is also selling tee-shirts ($10 each). Chair Blow made his first known runway appearance – he provided the viewing audience and those present with a glimpse of this very tee-shirt he just happen to be wearing!

The Town Forester appointment will be on next week’s meeting agenda.

Rogers stated the 6th Annual 5K Spring Run was held this past Saturday. There were various events for the girls and boys program. Each year there is more and more participants. This year was the biggest to date.

**ROUND THE TABLE**

Mitchell inquired what the status is with regards to signage of the Class 4 and Legal Trails. It was noted the Board had decided to wait to hear comments from the Recreation Board.

Mitchell inquired if the Town would still be doing work on Cummings Road even though we did not receive a Class 2 road grant. Rogers stated the work was included in the budget and the project will proceed.
Selectboard Minutes of May 19, 2015 continued:

Rogers did inform that Board that this year’s lower paving costs will mean a surplus of about $50,000 - $75,000. He would recommend at the fiscal year end the Selectboard consider earmarking those savings for the FY 15-16 Peloquin Road project town match.

Mitchell inquired if there was any update on the left turn issue at the intersection of Middle Road/Route 14/Route 63 intersection in South Barre. More information will be forthcoming.

Mitchell stated he drove by the East Barre Fire Station and the grass mowing has not been done. Rogers stated it has been mowed once. The Municipal Building lawn mowing is done by the Cemetery Crew. They have been busy getting the fields ready for the Memorial Day weekend as well lots of burials.

Mitchell stated the Selectboard should have a procedure for public comment. Rogers stated a policy already exists and it will be provided to Board members in their next packet.

White stated he attended the Town Forest Open House and had a great time. He further noted he will not be attending next week’s meeting (May 26th) as this is his birthday and has other plans.

Tessier thanked those who voted at Town Meeting and to those volunteers who worked the Bulk Trash event last Saturday. Blow also thanked the voters for the turnout but would like the Selectboard to discuss how to get people to exercise their right to vote at a future meeting.

Tessier inquired if Mr. Cyr’s issues from the last meeting had been addressed. The Engineer did visit the site but the Manager is not aware of what he did or said. Rogers also visited the site. He informed the Board the Private Driveway sign is not in the roadway and is less than the size of a letter sized piece of paper. That day there was a large pine branch laying parallel to, but not obstructing the roadway.

Tessier had an inquiry on the appeal process for an ACO ticket and was given information to take back to the resident.

Tessier will not be here next Tuesday as he is on vacation.

LaClair gave a final Legislative Report. Days were long and they finally adjourned at 11:10 p.m. on Saturday night. General Fund new revenue was the big issue. He also wanted to let the public and Board know that on June 3, 2015 at the Aldrich Public Library, 6:00 – 7:45 p.m. he and Topper McFaun will be giving a Legislative Review for interested individuals. The event is free.

Blow also attended the Town Forest Open House which was well attended. Congrats to the Recreation Board for the great effort and promoting this great town asset.

Blow recently had the privilege of riding the rails with the company hauling granite boulders by train down Quarry Hill to the Montpelier junction. The train is carrying about 1000 tons of granite, moving downhill. He encouraged drivers to be safe – STOP at the railroad tracks when you hear the whistle blow.

**EXECUTIVE SESSION**

On a motion by Mitchell, seconded by LaClair, the Selectboard voted unanimously to find the need to go into executive session citing premature general knowledge of real estate, labor contracts, legal issues, and personnel issues would put the Town at a substantial disadvantage.
Selectboard Minutes of May 19, 2015 continued:

On a motion by Mitchell, seconded by White, the Selectboard voted unanimously to go into executive session at 9:30 p.m. to discuss real estate, legal, labor contracts, and personnel.

On a motion by White, seconded by Mitchell the Selectboard voted unanimously to come out of executive session at 10:14 p.m.

REAL ESTATE ACTION

On a motion by White, seconded by Tessier, the Selectboard voted unanimously to authorize the Town Manager to sign a Quit Claim Deed for the Charles Thomas mobile home tax sale property.

ADJOURN

On a motion by Mitchell, seconded by Tessier, the Selectboard voted unanimously to adjourn at 10:40 p.m.

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Donna J. Kelty, Town Clerk-Treasurer  Selectboard Chair

Barre Town Selectboard

(See next Page for Resolution #6-15)
Resolution #6-15

TOWN OF BARRE, VERMONT

Resolution #6-15

RESOLUTION OF THE TOWN OF BARRE, VERMONT
DESIGNATING MAY 19 - 25, 2015 AS ENGINEERING AND PUBLIC WORKS WEEK IN BARRE TOWN AND RECOGNIZING BARRE TOWN’S ENGINEERING AND PUBLIC WORKS EMPLOYEES

WHEREAS, the engineering and public works departments and its workers provide essential public safety and infrastructure support and services, and

WHEREAS, among the important roles that the Barre Town Engineering and Public Works departments perform are the maintenance of ditches; the maintenance, operation, and upgrading of the water and sewer systems; the installation and maintenance of signage; maintenance and construction of roadways; repair and maintenance of vehicles and equipment; providing assistance to all other municipal departments; and

WHEREAS, it is in the public interest for Barre residents to understand the importance of the engineering and public works departments and its programs; and

WHEREAS, the health, safety, and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction is vitally dependent upon the efforts and skill of its engineering staff and public works officials; and

WHEREAS, the Barre Town Engineering Department and Department of Public Works have continually improved services by learning through training, experimenting with new ideas, and self-assessment.

NOW, THEREFORE, BE IT RESOLVED by the Barre Town Selectboard that May 19 through 24, 2015 is recognized as ENGINEERING AND PUBLIC WORKS WEEK in the Town of Barre.

BE IT FURTHER RESOLVED that the Selectboard recognizes the Barre Town Departments of Engineering and Public Works’ and their achievements.

RESOLVED this 19th day of May, 2015.

BARRE TOWN SELECTBOARD

[Signatures]

ATTEST:
Donna Kelty, Town Clerk-Treasurer