BARRE TOWN SELECTBOARD AGENDA
June 9, 2015

P.I.O.T. Interviews: a) Recreation board applicant; b) recent appointees 6:30 p.m.

1. Call to order 7:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
5. Announcements
6. Receive guests (for non-agenda items).
7. Consider authorizing special event permit for Rock Fire event.
8. Consider James Fitzgerald request about water running down driveway at 156 Morrison Road.
9. Consider appointment to Recreation Board.
10. Consider awarding contract from EMS station roof work.
11. Consider accepting Town Clerk/Treasurer's annual financial management questionnaire.
12. Consider issuing 2015 unlicensed dog warrant to Police Department.
13. Consider authorization to sell items from former Dugout Restaurant property.
14. Discuss plan for DPW shop roof.
15. Consider approval to re-finance two fire engines.
16. Consider approving weekly accounts payable warrants.
17. Miscellaneous, including fireworks permits for Cedric Sanborn (Lyman Road) and Rolland Hayford (Snowbridge Road).
18. "Round the table"
19. Executive session: legal, real estate, labor negotiations.
20. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
June 9, 2015

The duly warned meeting of the Barre Town Selectboard of June 9, 2015 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 7:00 p.m.

The following members were in attendance: Robert LaClair, Rolland Tessier, W. John "Jack" Mitchell, Tom White, and Jeff Blow.

Attendance for the regular meeting included: Town Manager Carl R. Rogers, Assistant Town Manager Andrew Dorsett, Town Clerk-Treasurer Donna J. Kelty, Town Engineer Harry Hinrichsen, Douglas Farnham, and James Fitzgerald.

CALL TO ORDER - The meeting was called to order at 7:00 p.m.

The PLEDGE OF ALLEGIANCE was recited by those present.

CHANGES TO THE AGENDA

On a motion by Tessier, seconded by White, the Selectboard voted unanimously to move items #10 and #14 to be heard after item #8 and to add an action item under Miscellaneous for the approval of playground equipment.

MINUTES

On a motion by White, seconded by Tessier, the Selectboard voted unanimously to approve the Selectboard Meeting minutes of June 2, 2015.
ANNOUNCEMENTS

- The annual Father's Day Chicken BBQ at the East Barre Fire Station, located at the intersections of Route 110 and Mill Street in East Barre, is Sunday, June 21, 2015 from 12:00 Noon to 2:00 p.m. The menu includes: BBQ Chicken, pasta salad, rolls, milk and ice cream. A half-chicken meal is $12 and a quarter chicken is $8.00. Take out is available and proceeds will benefit the Barre Town Fire Department.

- 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 to 6:30 p.m. at the Barre Town track. Registration prior to June 4th is $30 and $35 after. All registrations must be done prior to the start of the program. Anyone with questions should contact the City Recreation Department at 476-0257.

- Last call to sign up for Barre Town Tennis lessons – choose from a variety of lessons based on age and skill level. Lessons are available for children 3rd grade to adults, or sign up for a family lesson to learn together. Tennis racquets are available or bring your own. For more information and registration forms contact Coach Kelly Cleveland at KRC97stang@gmail.com or (802) 279-2679.

- Every Tuesday at 9:00 a.m. there are guided nature walks in the Barre Town Forest. There are also topic specific forest tours. Maps and forest walking guides are available at the Town Office. Public parking and trail access points are at 44 Brook Street in Websterville and at the end of Barclay Road in Upper Graniteville.

GUESTS - None

ROCKFIRE - SPECIAL EVENTS PERMIT

Background: A Special Events permit is needed for the fire-walk, the main event of RockFire. The fire-walk is on Saturday, June 27, 2015 and is centered at the Millstone Lodge, 59 Littlejohn Road. A fee is charged to participate in the walk which will start about 9:30 p.m. and follow last year's route to the top of the Grand Lookout and back to the Lodge. The Recreation Board approved the use of the Town Forest (the route passes through the forest).

The Fire Department will staff the event the same as last year. Both the Fire Chief and Pierre Couture said that plan and service worked well. Mr. Couture is asking the same road closings and police services as last year which were:

a) Littlejohn Road closed from about 7:00 p.m. to Midnight at Brook Street and at Waterman Street intersection. A Police Officer would man the Waterman Street post; the (volunteer) Barre Bees would man the Brook Street end.
b) Church Hill Road would be closed at Violette Street from about 9:30 p.m. to 11:30 p.m. when participants are crossing the road. A Police Officer would be posted there.

The event this year is in cooperation with the Vermont Granite Museum (VGM) of Barre. Proceeds will go to a new fund for buying the Grand Lookout. The VGM of Barre will manage the fund. Mr. Couture understands there will be a bill for police and fire services which should be very close to the amount of last year.

Discussion points were:

1. No written agreement with VGM for the handling of event proceeds being designated for use associated with the Grand Lookout in Barre Town;
2. Special Events policy and the exact amount that would be due and owing by RockFire;
3. Parking for the estimated 1500 visitors (provided weather is cooperative);
Selectboard Minutes of June 9, 2015 continued:

4. Grand Lookout signage is not clear that pedestrians can use the gated trail leading up to the Lookout.

On a motion by Blow, seconded by Mitchell, the Selectboard voted unanimously to authorize the Town Clerk-Treasurer to issue a Special Event Permit for RockFire with the understanding there will be a bill for town services.

On a motion by White, seconded by Tessier, the Selectboard voted unanimously to allow the temporary closing of Church Hill Road, Littlejohn Road and Violette Street for the RockFire event on Saturday, June 27, 2015 as outlined above.

MORRISON ROAD DRAINAGE COMPLAINT

Background: James Fitzgerald owns the rental house on Morrison Road just above Lower Usle Road. Several months ago he spoke with the Town Engineer regarding no water going into the catch basin above his driveway and about the water coming off of the road and running down his driveway. Upon inspection the Engineer told Mr. Fitzgerald the water is running down a wheel rut in the road and then turning into his driveway. Mr. Fitzgerald asked to be on the agenda to speak with the Selectboard.

When the Town issues a driveway permit the property owner is informed it is their responsibility to prevent water from running out of their driveway into the road and from running from the road into their driveway. In Mr. Fitzgerald’s case where the driveway is sloped down from the road he needs a berm across his driveway which could direct water to the ditch on the east (lower) side of his drive.

There is a catch basin and culvert connected to it. This setup allows for the property owner to have a shallower driveway swale and negates the need for a driveway culvert which he would have to maintain.

Mr. Fitzgerald provided the Selectboard with a brief video showing the issues with the drainage. The Town Engineer also provided photos for the Board to view during the discussion.

Mr. Fitzgerald bought this small rental property in 2008. He stated at that time the majority of water was running into the catch basin. More recently very little water goes into catch basin, but sheets off the road and directly into his driveway which has a downward pitch, resulting in water in the basement.

It was noted that over the years the road heaves, rising and falling. Currently there are wheel-ruts in the road due to the high volume of truck traffic. Morrison Road is expected to be re-paved in 2018 or 2019 at which time the wheel ruts and annual road changes due to heaving will be revisited and corrected. Since the Fitzgerald property sits beneath road level this means gravity will naturally direct any water runoff downhill. Gravity combined with the water collected in the wheel ruts results in water flowing down the Fitzgerald driveway instead of into the catch basin.

Other items discussed included the property owner’s garage renovations being placed on hold due to the economy; the trickle-down impact to other properties if the road were to be reshaped; and a concern that if the Selectboard did make this type of repair precedent would be set and the Town would end up spending lots of money on other personal driveways. The Town Engineer will meet with Mr. Fitzgerald to see if he can provide some options to address the run-off issue.

On a motion by Blow, seconded by Mitchell, a motion was made to authorize the Town Manager and Engineer to execute a plan to do road surface work on Morrison Road to
Selectboard Minutes of June 9, 2015 continued:

redirect water to the catch basin above the James Fitzgerald property. The motion failed with 4 voting no and Mitchell voting yes.

EMS STATION ROOF WORK

Background: Fiscal year 2015-2016 and 2016-2017 Building Fund budgets each include $2,500 for repairs to the EMS Station re-roofing (east and west ends). The front was done 10 year +/- ago when an addition was put on to extend the front of the truck bays. The back of the building was re-roofed a few years later, leaving these two ends. The specifications call for using 3’ wide ice and water shield, a 3” wide metal flashing along the bottom edge, and 30-year warranty asphalt shingles. Fifteen roofing contractors were sent RFPs and two (2) were received. Hutchins Roofing bid $6,050 and Burrell Roofing bid $9,600. Hutchins is a reputable roofing contractor.

On a motion by Tessier, seconded by White, the Selectboard voted unanimously to award the EMS station roofing contract to Hutchins roofing based on their bid price of $6,050.00.

PLAN FOR DPW SHOP ROOF

Background: The Fiscal Year 15-16 and 16-17 Building Fund budgets together have about $90,000 budgeted for a new roof on the DPW shop. It was suggested the Town ask about seal coating the roof instead. T.J. Rafferty inspected the roof and said the area over the office is corroded too much to be corrected with his product. There is too much of a gap in the holes where screws fasten the metal roof to the sub-roof structure. He said he could extend the life of the large roof over the shop area (next year maybe) for a cost of $3,500.

The Town Engineer had DeWolfe Engineering analyze the roof to see how much more weight it could support if we added insulation before roofing. DeWolfe Engineering has written the roof needs cross reinforcing braces, regardless if the roof is modified. The lack of the reinforcing braces is causing movement in the steel purlins which pushes the fasteners up and helps corrosion start around those penetrations.

Points of conversation:
✓ When built the structure was in compliance with the building codes. Codes were changed in 2012 which now make the building non-compliant.
✓ Heavy snow - not evenly distributed on the roof can cause brace failure/roof collapse without the reinforcing braces.
✓ Standing seam roof for the building would be too expensive.
✓ More research is being done to determine the cost savings, if any, going from an R12/15 to R30 insulation;
✓ The cost for the reinforcing braces alone would be approximately $40,000 - $50,000;
✓ Using a membrane on roofing is good in that it will shrink around penetrations made, such as cuts for stacks and ventilation and do not require roof drains;
✓ The fix must be done regardless of roofing/insulation needs.

On a motion by LaClair, seconded by Tessier, the Selectboard voted unanimously to instruct the staff to develop an RFP (ensuring pricing quotes are segregated for the Office area and shop area) for the structural roofing Z-braces for the Barre Town Maintenance Building.

APPPOINTMENT TO RECREATION BOARD

Background: As a result of members asking not to be re-appointed there were two vacancies on the Recreation Board. Angelo Arnold submitted his name for consideration and was interviewed by the Selectboard during the PILOT session.
On a motion by Mitchell, seconded by White, the Selectboard voted unanimously to appoint Angelo Arnold to the Recreation Board for a 3-year term expiring May 31, 2018.

ANNUAL FINANCIAL MANAGEMENT QUESTIONNAIRE

Background: In accordance with Vermont Statutes Title 32, Section 133 (11), Title 24, Section 872 (b), and Title 24 Section 1571 (d), the Town Treasurer shall before June 30th each year provide the Selectboard for review the completed form (provided by the State Auditor) that ensures proper use of public funds. This is questionnaire once accepted by the Selectboard will be filed with the Town Clerk's Office and recorded in the Town Records book.

On a motion by Mitchell, seconded by Tessier, the Selectboard voted unanimously to accept the Financial Manager Questionnaire - Vermont Auditor's office (Municipal) dated June 9, 2015.

2015 UNLICENSED DOG LIST

Background: As specified by State law, the Town Clerk annually turns over a list of unlicensed dogs in Barre Town. This is a listing of those licenses during 2015 but have not renewed in 2015. Since January 1st the Town Clerk's office has mailed animal license renewal notices, mailed rabies post card reminders for those that have expired, and issued late letters to all the pet owners on the unlicensed list without response. Once the Selectboard approves and signs the unlicensed warrant the information is turned over to the Police Department for further action.

On a motion by Tessier, seconded by White, the Selectboard voted unanimously to issue the 2015 unlicensed dog warrant to the Police Department for immediate action.

AUTHORIZATION TO SELL ITEMS

Background: On April 1st the Town began posting vehicles formerly owned by Goodrich (Dugout Restaurant property) on Craigslist. The postings allowed interest parties to view, ask questions and make offers for a set period of time. The starting bid price was established by each vehicles scrap value. Since the process has begun there have been several vehicles that have remained unsold. The Mercedes was one of these vehicles, but since it runs and drives it was posted to EBay which resulted in six (6) bids. The scrap value was $130 and the winning bid was $305. The Honda Passport's scrap value was $150 and the high bid was $200, the International truck's scrap value was $600 and the high bid was $800. These purchases will bring in $1,305 which is $405 over the scrap value. There are additional items for which no bid was received. Management is seeking permission to sell to send these items to the scrap yard.

On a motion by Tessier, seconded by White, the Selectboard voted unanimously to authorize the sale of the following vehicles:
1. Mercedes to John Paolino for $305 (scrap value $130);
2. 1997 Honda Passport to Dan Segal for $200 (scrap value $150);
3. 1990 International tractor trailer to David Cheney for $800 (scrap value $600).

On a motion by White, seconded by Tessier, the Selectboard voted unanimously to sell 2 sets of metal wagon wheels to Robert LePage for $75.00.

On a motion by White, seconded by Tessier, the Selectboard voted unanimously to send the remaining items with no offers to the scrap yard.
Selectboard Minutes of June 9, 2015 continued:

RE-FINANCE TWO FIRE ENGINES

Background: The Town purchased two (2) HME fire engines and obtained municipal lease financing to pay for the engines. Each has a 10 year term. The annual payments are $31,149 and $32,790. The engine with the lower annual payment will be paid off in 2020, while the other one is 2021. Both were financed with the same company.

Municipal Lease Consultants (MLC) from Grand Isle asked about any leases that might be refinanced at a lower interest rate. They reviewed the Master Lease Agreement and interest expense for the trucks and said the Town could re-finance the trucks and save some money. The payment for one truck is due August 15th per the Master Lease Agreement the town has to give 60 day notice of our intent to pay off the financing.

On a motion by LaClair, seconded by White, the Selectboard voted unanimously to authorize the Town Manager to notify the current fire engine lease company of our intent to pre-pay and to work with Municipal Lease Consultants with the refinancing of said equipment.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Mitchell, seconded by White, the Selectboard voted to approve the accounts payable warrant for June 9, 2015, Tessier recused himself citing conflict of interest as his employer has a bill in the payables.

MISCELLANEOUS

On a motion by Tessier, seconded by White, the Selectboard voted unanimously to approve fireworks permits for the following:
1. Elizabeth & Paul Perreault, 42 Littlejohn Road, July 4, 2015;
2. Alyson & Jack Codling, 19 Snowbridge Road, July 3 - 13, 2015;

The Manager stated the Recreation Board has funding available to purchase a new piece of playground equipment for the Trow Hill project. We have been offered a deal to purchase a $41,000 piece of equipment for $22,894.53. The pricing deadline was extended to allow the request to be brought to the Selectboard. Research/pricing from other vendors confirms this is a good deal for the Town.

On a motion by White, seconded by Tessier, the Selectboard voted unanimously to authorize the purchase of equipment for the Trow Hill Playground with the BYO Recreation & Teachers School Supply for the price of $22,894.53 (Equipment = $20,795 plus shipping $2,129.53).

'ROUND THE TABLE

Mitchell thanked the Police Department for spelling out the tasks completed by the Animal Control Officer in their latest monthly report.

Mitchell would like to see the new stormwater legislation be put on soon as a PILOT topic. The Manager stated it would be next week's PILOT session.

Mitchell noted the thank you card sent to the Town thanking Cemetery Sexton Dwight Coffrin and the Town Manager for their above and beyond assistance.

LaClair stated he will not be attending next week's meeting as he is out of state.

Tessier inquired when brush clearing of road/street signs would take place. There are several places on Richardson Road that need attention. Rogers stated it will be happening soon.
Tessier gave kudos to the Police for a recent issue they took care of at Hannaford's Market.

Tessier finally gave a big Happy Birthday shout-out to his wife - today is her day!

EXECUTIVE SESSION

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

On a motion by Tessier, seconded by White, the Selectboard voted unanimously to go into executive session at 9:23 p.m. to discuss real estate, labor contracts, and personnel.

On a motion by LaClair, seconded by Tessier the Selectboard voted unanimously to come out of executive session at 10:30 p.m.

ADJOURN

On a motion by Mitchell, seconded by White, the Selectboard voted unanimously to adjourn at 10:30 p.m.