BARRE TOWN SELECTBOARD AGENDA
July 12, 2016

1. Call to order 6:30 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. P.I.L.O.T- CVSWD presentation
5. Department head visits-Fire, and Planning and Zoning; EMS
6. Consider approving July 5, 2016 meeting minutes.
7. Announcements
8. Receive guests (for non-agenda items)
9. Consider selecting design engineer for East Barre sidewalk project
10. Discuss plan for meeting with Barre Town School Board
11. Discuss assessing service proposals
12. Consider approving 1-year dispatch service contract with Lamoille County Sherriff’s Department
13. Consider approving 1-year purchase contracts for propane, heating oil, gasoline and diesel fuel
14. Consider authorization to sign grant agreement for Class 2 town highway paving grant
15. Consider approving weekly accounts payable warrants.
16. Miscellaneous-catering permit
17. ‘Round the table’
18. Executive session: (contractual).
19. Adjourn.

BARRE TOWN SELECTBOARD MEETING MINUTES
July 12, 2016

The duly warned regular meeting of the Barre Town Selectboard of July 12, 2016 was scheduled and held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:30 p.m.

The following members were in attendance: Rob LaClair, Rolland Tessier, Paul White, and Tom White. W. John “Jack” Mitchell was not present.

Others attending were: Town Manager Carl Rogers, Assistant Town Clerk Deborah Lefebvre, Assistant Town Manger Elaine Wang, Fire Chief and Planning and Zoning Administrator Chris Violette and EMS Director Chris Lamonda.

CALL TO ORDER – The meeting was called to order at 6:30p.m.

The PLEDGE OF ALLEGIANCE was recited by those present.

CHANGES TO THE AGENDA

On a motion by Paul White, seconded by Tessier, the Selectboard voted to approve the agenda with the addition of a Fireworks permit for consideration under Miscellaneous.

P.I.L.O.T-CVSWD PRESENTATION

Central Vermont Solid Waste Management District has been invited to share what’s coming up for residents on Act 148 (Universal recycling Law) compliance, provide an overview of CVSWMD’s services, and introduce their newly hired General Manager (GM). Present were Leesa Stewart (outgoing GM), Bruce Westcott (new GM), Fred Thumm (Barre Town rep to CVSWMD and chair of CVSWMD Board of Directors).

Some of what’s happening with Act 148 was reviewed:
Selectboard Minutes of July 12, 2016 continued:
- Deadline for including leaf and yard waste was July 1st. They have put together a workable system for the disposal of this yard waste. Several towns in the district have their own sites, including Barre Town. There are also 3 compost facilities that are willing to take this yard waste. When it comes to pick up, a pickup on demand/seasonal on demand arrangement is acceptable.
- Curbside recycling seems to be going well. A reminder that there is a $600 grant available to use for recycling bins and Barre Town has not yet applied for that grant. It was noted that they will.
- Compost hauling continues from Barre Town School
- Addition Recycle Center (ARC) behind the old Times Argus building was used by 841 by Barre Town residents this year. 160 residents used the Barre Town Household hazardous waste collection. Many found out about the event through the town newsletter.

Challenges:
- Act 148 has many challenges and the district was disappointed with the lack of help from the legislature this session.
- As volumes increase haulers may have problems getting enough equipment to handle the organic material. Also as volumes increase the sites taking organic materials now may soon reach capacity.
- Electronics are a challenge as many of the e-waste sites have withdrawn from the program. ARC will take electronics.
- Used oil also a challenge: it must be just oil, no contamination from brake fluid, antifreeze etc. Bond Auto will take clean used oil and it can also be taken to the hazardous waste collections.
- Tire cleanup is a big problem. They can be taken to ARC at 540 N. Main St, Barre

Carl noted that the Selectboard may be asked to address a couple of issues related to waste. The DPW would prefer not to continue getting waste oil from the Wilson Depot site because it frequently contains the contaminants mentioned above. The waste oil is used in the DPW waste oil burner. Also Earth Waste is asking about using the towns Lawn waste site as they will need a place to dispose of lawn waste. The question was asked if a permit is required for such lawn waste collection sites. Leesa will look into that and get back to the town. Carl also noted that there would most likely have to be a charge for them to use the site to cover the costs incurred by the town.

DEPARTMENT HEAD VISITS
Chris Violette-Planning and Zoning:
We have issued 104 permits in the last quarter, 54 building permits but only two for new housing.
Heidi Bennett left as his assistant in June. The position has not been filled yet, but Diane Waters has been filling in for the last three weeks and has agreed to stay until about September 1st if needed.

DRB-One Bridge Street approved for a 6000 SF Building
-NE Excess Exchange will be doing a planned addition
-HP Hood/Booth; site plan and variance for more vertical storage tanks
Planning Commission- Solar plan is still in the works, but may hold off until they see what the state will do before writing and re-writing plan.
Lepage’s Gravel pit is reaching near the end of any expansions for good gravel and is asking for an allowed use determination to add a couple of houses on the perimeter for family.
Chris was asked about dealing with blighted properties and junk ordinance violations. The junk ordinance is separate from zoning. Both are a long drawn out process.
Selectboard Minutes of July 12, 2016 continued:

Chris Violette - Fire Department
Summary: 54 calls including 2 structure fires, 9 mutual aid calls, 2 HazMat calls and a propane leak.

They have been doing quite a few pool fills. They are a good training exercise and also generate some revenue. They have washed two bridges in South Barre plus the DPW and Town Office Buildings.
Done some field burns which are good training.

The Chicken BBQ in East Barre was a great success. It doesn’t make that much money, but is great for human relations and many people rely on it as a social gathering.

Finally Chris introduced Brandon Tessier who is their newest promotion. He has been with the Town for about 3 years and is Firefighter Level 2 Certified. He has been promoted to 2nd Lieutenant.

Chris Lamonda - EMS
Chris just completed his first year as EMS Director. He has worked on cleaning up some SOG guidelines. Also the credentialing process is now better defined and done in three phases.

There are four new part time hires but lost 2 part time. Sheila Brown is planning to retire and going on to nursing school.

Two medics completed the Critical Care credential course.
Having EMS at the South Barre Fire State is working out well.

MINUTES

On a motion by Tessier, seconded by Paul White, the Selectboard voted to approve the Selectboard meeting minutes of July 5, 2016, as amended. Correction: Page 2, last paragraph before MISCELLANEOUS; change “on a motion by Mitchell” to Tessier as Mitchell was not at the meeting. Mitchell was not present for the vote.

ANNOUNCEMENTS

1. The tax bills have been mailed. Please note that as it’s the beginning of the Town’s fiscal year, the envelope includes your property tax AND sewer bills for the year. If you forward your property tax bill to the mortgage company, make sure to take out- and pay- your sewer bill.

2. Roadwork will take place in Websterville, East Barre, Trow Hill and Graniteville over the next few weeks. Pavement should be milled between July 18th and 29th, and paving should occur between August 1st and 12th. The streets to be milled are Hebert Drive, Meadowcrest Lane, High Street, Summer Street, Garden Street, Mill Street and Graniteville Road from Baptist Street to Church Hill Road.

3. An invasive plant walk with Washington County Forester Dan Singleton is planned for Tuesday, July 19, 9:00-10:30 am at the Barre Town Forest. Singleton will identify invasive plants growing in the forest that often also appear in backyards, and offer suggestions for eradicating them. This easy to moderate walk is free and open to all, including dogs on leashes. Walkers are meeting at the Town of Barre Forest parking area at 44 Brook St in Websterville. If it rains hard enough to need an umbrella, the walk will be canceled. For more information, contact Marianne Kotch at 476-4185.

4. Fun times are ahead during the last days of July! The Barre Heritage Festival and Homecoming Days will be Wednesday July 27 to Saturday July 30. An art show, a French dessert bake-off, Heritage car show, bounce castle, and fireworks are just some of the fun awaiting you in downtown Barre City. For more information visit barreheritagefestival.org. On Saturday July 30, 8am to 6pm,
Millstone Relay will take over the Barre Town Forest. The Millstone Relay is a 7-mile long mountain biking relay race. Participants can register up until 8am the day of the race or online. For more information call GearWorks Productions at 207-221-0203. Finally, on Sunday July 31 at 10am, the Heritage Festival 5K Trail Fun Run or Walk will take place in the Town Forest. For more information on the 5K visit the Central Vermont Runners website at cvrunners.org.

5. Early voting ballots for the State of Vermont Primary Election in August are now available at the Town Clerk's Office. You can see samples on the town website by searching for Election Information, or by visiting the Barre Town Municipal Offices at 149 Websterville Rd. To request that your ballot be mailed to you, call the Town Clerk's Office at 479-9391.

6. Barre Town Playground ice cream socials hosted by the Recreation Board will be taking place every Tuesday through mid-August. All ice cream socials are at 6:30pm and FREE. Visit the Barre Town website Recreation page for the upcoming locations.

GUESTS

Jeff Blow was present to ask the Selectboard for an update if there was one for an issue that he had wanted to see resolved before his term ended. He did not mention the topic as it would be covered in executive session. There has not been much movement he was told, he will check back again in a couple weeks.

He also noted that he had come from the Tuesday evening Ice Cream Social and that it was very well attended.

EAST BARRE SIDE WALK PROJECT DESIGN ENGINEER

Background: In July 2001, the Central Vermont Regional Planning Commission completed the East Barre Village Traffic Study, which identified the problem of a lack of safe pedestrian transportation with East Barre. In 2006, the Town was awarded a Transportation Enhancement Grant proposing the construction of a pedestrian facility to address the problem. In March 2007, the Town entered into a Cooperative Agreement with VTrans to locally manage the Project and contracted for a Municipal Project Manager (MPM). In 2007 the Town entered into an Agreement for Consultant Engineering Services with Lamoureux and Dickinson Consulting Engineers, Inc. (L&D). L&D subsequently completed the feasibility study, completed the project definition phase, obtained the necessary permits, and developed right of way (ROW) plans. The MPM began the process of acquiring the temporary and permanent easements required for the project and finalized/recorded one and obtained written but unfinalized agreement from another (library). Three remained, two of which were problematic. The MPM quit to go to work for the State and the consulting engineering contract expired at the end of 2010 while Carl and Mike Monte, the Town Attorney, made attempts to procure the remaining easements. With the hire of Elaine Wang, Carl transferred MPM responsibilities to her. We needed a design engineer under contract in order to complete this project (to complete/construction plans and estimates, be available to answer questions of the contractor, and create the as-built plans). VTrans required us to publish a new RFP for design engineering services rather than just refresh the contract with L&D.

RFP: The Town published an RFP on June 23, 2016, announcing in three public venues as required (Town website, State online bid system, and the Times Argus), and emailing it directly to three firms (L&D, Dufresne Group, and DuBois and King). The RFP closed at 10:30am Thursday June 23, 2016. Proposals were received from L&D, DuBois & King, and Holden Engineering.
Selection Committee and Recommendation: A Selection Committee comprised of Derek Kenison (our VTrans project manager), Harry Hinrichsen (Barre Town Engineer) and Elaine Wang (Assistant Town Manager) on a motion by Tessier, seconded by Paul White, the Selectboard voted to award the design engineering contract for the East Barre Sidewalk STP EH06(19) to Lamoureux and Dickinson. Mitchell was not present for the vote.

MEETING WITH BARRE TOWN SCHOOL BOARD
Background: Because of Act 46, the Barre Town School Board is facing several major changes, two of which could have big impacts on the town (municipal) operation, bus transportation and ownership of the recreation area. Brent Tewksbury asked for a meeting to discuss these two matters. Brenda Buzzell asked for a meeting with the entire Selectboard.

It was decided to try and schedule a meeting with the School Board for July 20th with a back up or second meeting for August 3rd. The board would like to have some proposals for separating the recreation land from the school prior to the merger if that happens.

Carl said he was not comfortable having a private bus company use the DPW yard for parking and fuel.

ASSESSING SERVICE PROPOSALS
Background: Joe Levesque’s contract expires August 31, 2016. The Selectboard asked for proposals for a new 3-year contract. Twelve (12) people or firms were notified of the request for proposals. A notice was posted on the Town website, published in the Times Argus, and posted on the state bid system. Proposals were submitted by Joe Levesque and Spencer Potter, the same as the last time the service was released for new proposals.

Per the RFP, the respondents submitted their cost proposal separate from what is in this packet. The idea is we would first evaluate the proposal and select a preferred assessor before opening the cost proposal.

The Selectboard decided they were not ready to make a decision at this time. The plan would be to ask both candidates to a meeting (at different times) for the opportunity to ask questions of them. They would also contact members of the BCA to give them the opportunity to submit any questions that they would like to ask that are related to their role with the assessor. They will try to schedule this for July 26th.

DISPATCH SERVICE CONTRACT
Background: Our dispatch service contract with Lamoille County Sheriff’s Department expired June 30, 2016. The new agreement is for the same cost as last year, and also less than what was budgeted for this year.

On a motion by Tessier, seconded by Paul White, the Selectboard approved the 2016-2017 police dispatch service contract with the Lamoille County Sheriff’s Department and sign the contract. Mitchell was not present for the vote.

FUEL CONTRACTS
Background: Competitive Energy Systems (CES) is the Maine outfit that has been brokering our energy purchases. Contracts with our suppliers, except heating oil, expired June 30, 2016. CES says now is a good time to lock in prices for the next 12 months. For instance this week they had a lock-in price of $1.378 for propane from Irving Oil, the supplier for ‘15-’16. That price compared well to our $1.383/gallon price for ‘15-’16.
Selectboard Minutes of July 12, 2016 continued:

On a motion by Tessier, seconded by LaClair, the Selectboard voted to authorize the town manager to sign fuel supply contracts through CES based on prices similar to those today. Mitchell was not present for the vote.

HIGHWAY PAVING GRANT AGREEMENT

Background: In the spring, with the Selectboard approval, Harry applied for a VTrans Class 2 town highway paving grant. Barre Town was awarded a $96,000 grant for the paving on Graniteville Road. This grant agreement is like the agreements from prior years. The grant is comprised 100% of state funds (no federal money).

On a motion by LaClair seconded by Tessier the Selectboard voted to authorize the town manager to sign the agreement for grant #PO1684, Town Highway Class 2 Roadway Program- FY17. Mitchell was not present for the vote.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Tessier, seconded by Paul White, the Selectboard voted to approve the Accounts Payable warrant for the week of July 12, 2016. Mitchell was not present for the vote.

MISCELLANEOUS

On a motion by Tessier, seconded by Paul White the Selectboard voted to approve the signing of the Request to Cater Malt and Vinous Beverages & Spirituous Liquors by G & J Gosselin, Inc for July 22, 2016 at 663 South Barre Road. Mitchell was not present for the vote.

On a motion by LaClair, seconded by Tessier the Selectboard voted to approve the Fireworks permit for Zachariah LaPerle for July 16 or 17 at 39 Miller Rd. Mitchell was not present for the vote.

Paul White questioned the board's policy for acting on fireworks permit requests that were inside the State's 15 day requirement. They have approved them in the past and perhaps this is a discussion that needs to happen at some point.

ROUND THE TABLE

LaClair- The League of Women Voters of Central Vermont will host a Candidates forum (Washington County District 2- Barre Town) on Thursday July 14, at 7:00 pm at CVTV Public Access Television, 386 N. Main Street Barre.

Tessier- A resident has asked to let the board know that there has been a lot of speeding on Cassie St. (at the top of the hill). Also that on Sterling Hill where you pull out of the Minimart, it is hard to navigate the Jersey barrier there.

Elaine Wang- On Saturday July 16 Montpelier is hosting the Drive Less Have More Fun Fest. You can learn about alternative transportation options like electric assist bikes and more. She mentions this because VTrans has re-done the Barre-Montpelier Rd with new pavement markings that include a bike path. It is part of what they call a road diet and they are looking for feedback about the changes. This might be a good opportunity for people to bike to Montpelier and try out the new bike lanes.

Tom White- Noted the new signage downstairs, Carl says it is for entrances to the Police Department and Board rooms.

EXECUTIVE SESSION

On a motion by Paul White, seconded by Tessier, the Selectboard found that premature general knowledge would put the Town a substantial disadvantage with regard to contracts. Mitchell was not present for the vote.

On a motion by LaClair, seconded by Paul White, the Selectboard voted to go into executive session to discuss contracts at 8:40 p.m. Mitchell was not present for the vote. EMS Director Chris Lamonda was invited to attend the executive session.
Selectboard Minutes of July 12, 2016 continued:

On a motion by Paul White, seconded by LaClair, the Selectboard voted to come out of executive session at 10:14 pm. Mitchell was not present for the vote.

ADJOURN

On a motion by LaClair, seconded by Tessier, the Selectboard voted to adjourn at 10:15 p.m.

__________________________________________
Deborah Lefebvre - Assistant Town Clerk

__________________________________________
Selectboard Chair

__________________________________________
Barre Town Selectboard