BARRE TOWN SELECTBOARD MEETING AGENDA
May 17, 2016

P.I.L.O.T. Selectboard photo, board/commission candidate interviews, Meeting agenda, contact information sheet update. 6:30 p.m.

1. Call to order 7:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of May 4, 2016.
5. Announcements
6. Receive guests: a) Kerri Lamb; b) others for non-agenda items.
7. Consider annual reorganization motions.
8. Consider approving a letter supporting Vermont Land Trust's acquisition of a conservation easement and indicating willingness to accept a separate trail easement.
9. Consider adopting Resolution No. 4-16 designating B.A.D.C a public agency for the purposes of the Montessori School of Central Vermont grant.
10. Consider recommending that the Town Health Officer be re-appointed.
11. Consider plan for installing plaque on Bridge Street bridge.
12. Consider allowing parking on the uphill side of Hill Street, from #295 to #307 Hill Street, during daylight hours for the period May 20 – 22, 2016.
13. Consider request for commercial use of lawn waste site.
14. Consider approving weekly accounts payable warrants.
15. Miscellaneous: including licenses and permits, if any.
16. ‘Round the Table
17. Executive Session: (if needed).
18. Adjourn

BARRE TOWN SELECTBOARD MINUTES
May 17, 2016

The duly warned meeting of the Barre Town Selectboard of May 17, 2016 was held at the Barre Town Municipal Building, Selectboard Room, Lower Websterville at 7:00 p.m.

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

Attendance for the regular meeting included: Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, Kerri Lamb, Britt Haselton (VLT), Pierre Couture, and Times Argus Reporter Eric Blaisdell.

CALL TO ORDER – Vice Chair, Tom White called to order at 7:00 p.m.

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

APPROVE THE AGENDA

On a motion by Tessier, seconded by Mitchell, the Selectboard voted unanimously to accept the agenda.

MINUTES

On a motion by White, seconded by Tessier, the Selectboard voted unanimously to approve the Selectboard Meeting Minutes of May 4, 2016. Paul White abstained as he did not attend the meeting.

ANNOUNCEMENTS

• 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. A list
Selectboard Minutes of May 17, 2016 continued:

of the Boards and Committees, and descriptions of how they support our community are on the website (www.barretown.org), under Boards and Commission section. The deadline to submit your letter of interest is May 27, 2016.

It is time for all kinds of fun outdoor recreation!

- **Come play with us!** The Barre Town Recreation Department presents Spring into Summer Fest on June 4th, 10:00 a.m. - 2:00 p.m. at the Barre Town Recreation Area off of Websterville Road. Craft show, Olympic-style challenge, real bounce house, kit building and flying, face painting, geo caching, Kiwanis Touch-A-Truck Fundraiser, and so much more. For more information call the town offices at 479-9331.

- The Barre Town and Barre City Recreation Departments are sponsoring Barre Youth Track Team again this summer. Girls and boys, ages 7 - 14, may join. Practice is 5:30 p.m. to 6:30 p.m. twice a week, Monday and Thursday evenings, and runs from June 13 to July 21 at the Spaulding High School Track. Registration is $30.00. For more information call the Barre City Recreation Department at 476-0257.

- Tennis lessons will be offered in June starting June 14. Lessons for boys and girls grades 3 through 6 are Tuesday to Friday mornings and lessons for adults (7th grade and up) are Tuesday through Thursday evenings. Registration forms and more information are on the Town website (www.barretown.org), the Recreation page.

- Mitchell thanked everyone involved for another successful Bulk Trash Collection this past Saturday. This year a survey was completed to determine load content. As surmised the number one disposed item was mattresses, furniture, and carpets. A close second was plastics and demolition material. While it was not a record turnout (244 trip), users made sure loads were packed to the brim. Crews were very busy. He also thanked Board member LaClair for stepping in to operate a loader so he could eat lunch and take care of a few items during the day. Project Grad donations totaled $938.64 – a new record. Thank you Barre Town residents.

- Vice Chair Tom White noted that long-time resident Gordon Booth passed away this past weekend. Mr. Booth was a shining example of what community service is all about. The Board took a few moments of silence in remembrance of Gordon Booth.

**GUESTS**

Kerri Lamb was present. As a member of the Barre Act 46 Study Committee she is inviting the Selectboard and interested parties to attend a forum to be held on May 19, 2016 at 6:00 p.m., Spaulding High School Chorus Room.

The forum will address the overview and progress to date on Act 46 in Barre; option for makeup and representation for a single school board under Act 46; and the financial aspects.

For more information contact Kerri Lamb at klamb@vtsba.org.

**ANNUAL REORGANIZATIONAL MEETING**

The first regular 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, Vice Chair, 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.
Selectboard Minutes of May 17, 2016 continued:

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

On a motion by LaClair, seconded by Tom White, the Selectboard voted unanimously to appoint W. John "Jack" Mitchell as Vice Chair of the Selectboard for one year.

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

On a motion 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 effective June 1, 2016.

It was noted during discussion that if there were no PILOT items to discuss by setting the regular meeting time at 6:30 p.m. the regular meeting could begin. The summer meeting schedule will be discussed later.

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

On a motion by Paul White, seconded by Mitchell, the Selectboard voted unanimously to continue the Water Customer Complaint Procedure authorizations as adopted on July 28, 2015.

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

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

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

On a motion by Tessier, seconded by Paul White, 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 Paul White, seconded by LaClair, 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.
Selectboard Minutes of May 17, 2016 continued:

*On a motion by LaClair, seconded by Tessier, the Selectboard voted unanimously to appoint Tom White as a member to the Aldrich Library Trustees for a term of one year.*

*On a motion by Tessier, seconded by LaClair, the Selectboard voted to set their summer and holiday schedule as follows: bi-weekly meetings for the months of July and August (dates to be determined by the Town Manager), and to not meet on November 22, 2016 (Thanksgiving) and December 27, 2016 (Christmas).*

**VT LAND TRUST - CONSERVATION EASEMENT & ACCEPTANCE OF A SEPARATE TRAIL EASEMENT**

**Background:** The Vermont Land Trust (VLT) buys conservation easements on land. Selectboard members were provided two maps in their packet. One map shows the four (4) Barre Town properties where the VLT has purchased a conservation easement (development rights). This is done to preserve farm land or open land.

Barre Town resident Pierre Couture is interested in selling a conservation easement on a section of his family’s farm along Littlejohn Road. A second map shows the two sections on each side of Littlejohn Road. The easement area is over 51 acres with one field that abuts the Town Forest and another nearby. The Town is not being asked to contribute money. Currently a local farmer uses the fields primarily for hay and sometimes corn.

The VLT has applied for Vermont Housing and Conservation funding for the purchase of the easements. As part of the application a letter is being requested from the Selectboard indicating their support which will preserve the farm land or at least has a neutral opinion.

The second part of this issue is related to a trail easement. Mr. Couture would like to donate an easement for the trails used by MTA and the neighbors. A short section of the trail is also used by the snowmobile club. VLT is requesting the town accept and hold the trail easement.

Britt Haselton (VLCT) and Pierre Couture were present. Items discussed included the easement not impacting tax payments to the Town; trail management; easement deed content; ability to move trails; and the benefit to the Town in serving as future connector to the East Barre bike path.

*On a motion by Mitchell, seconded by Tessier, the Selectboard voted to authorize a letter stating their support of the Vermont Land Trust’s efforts to acquire the conservation easement over 51 acres of Pierre Couture’s Littlejohn Road property as shown on the map provided, and to indicate a willingness to accept and hold a trail(s) easement on the same property.*

**RESOLUTION #4-16:**

**Background:** The Montessori School of Central Vermont plans to retain the Barre Area Development executive director as the Clerk of the Works for the building renovations. The Vermont Community Development Program requires the grantee (Barre Town) designate as a public agency any organization contracted to perform grant management or administrative work on a grant project. We have done this in the past with the Central Vermont Regional Planning Commission.

*On a motion by LaClair, seconded by Tessier, the Selectboard voted to adopt Resolution No. 4-16 designating Barre Area Development Corp. as a public agency in regards to the clerk of the works function for the Montessori School of Central Vermont project.*
Selectboard Minutes of May 17, 2016 continued:

TOWN HEALTH OFFICER APPOINTMENT

Background: The Health Officer appointment is good for three (3) years. Our current officer is Justin Pickel, term to expire the end of May. The Selectboard votes to recommend a Health Office. The Vermont Department of Health approves the choice for this position. Mr. Pickel has confirmed he wants to be reappointed. It was also mentioned the Deputy Health officer is still vacant.

On a motion by LaClair, seconded by Tessier, the Selectboard voted to recommend Justin Pickel as the Barre Town Health Officer for another 3 year term and to authorize the Chair to sign the Vermont Department of Health form.

BRIDGE STREET BRIDGE PLAQUE

Background: When the Bridge Street bridge (South Barre) was nearing completion a suggestion was made that it be named for the late US Senator James Jeffords who secured an earmark in a federal transportation bill for the bridge. The earmark advanced the bridge in VTrans’ bridge project pipeline. An objection was raised to name the Bridge for Sen. Jeffords. Discussion ensued and there was support for listing the principle parties (VTrans, Miller Construction, and Sen. Jeffords) on a plaque. The Board also received copies of possible plaque wording as noted from an earlier meeting.

The Selectboard received a couple of photos of the bridge from various angles. Manager Rogers thought the plaque could be placed on the concrete corner on the north side of the east (south Barre) end of the bridge, on the innermost section. He noted a bronze plaque measuring about 18” x 20” would cost about $800.

Board discussion centered on dedicating the bridge as the “Gordon Booth Memorial Bridge”; placement of the plaque - the center concrete pillar on the sidewalk side; and to have the plaque in bronze as a granite sign would extend too far out beyond the pillar wall. The Manager will bring the exact wording back to the Board for approval at their next meeting.

HILL STREET TEMPORARY ON-STREET PARKING

Background: The Trow Hill playground installation is planned for Friday, May 20th through Sunday, May 22nd. Assistant Manager Wang is heading the project and had concerns with regards to ample parking for the large number of volunteers expected. She spoke with the Police Chief and as a result is asking the Selectboard to approve on-street parking for the south side of Hill Street from the playground up three houses.

Paul White noted that he did not believe it was legal based on state statute, Title 23, for the Selectboard to authorize parking for this event. It was decided no Selectboard action was needed. However, in the name of safety the DPW will put up signage indicating there will be some parking and an event and to bring the Police Department on Board with this action. Asst. Manager Wang will approach the church again and ask if the Town could use just a few parking spaces.

REQUEST FOR COMMERCIAL USE OF LAWN WASTE SITE

Background: A Burlington business (1-800 Got Junk) is doing more work in Central Vermont. Sometimes their customers want brush removed. The company called to ask if they could use the Town’s lawn waste site for a fee. They would use it for any customer in the area, not just Barre Town residents. They understand only clean natural wood (brush and tree limbs), grass clippings, and leaves are accepted.

Commercial use of the site has not been allowed. The site is open Wednesday afternoons, 3:00 p.m. - 6:00 pm., Thursdays, 9:00 a.m. - Noon, and Saturday mornings. If
Selectboard Minutes of May 17, 2016 continued:
the business wants to unload at a time other than open service hours the Town would have
to send someone there or give the business a key. Increased use by an outside group,
especially during hours the site is not staffed may lead to improper storage and more
requests for commercial use.

On a motion by Mitchell, seconded by LaClair, the Selectboard voted unanimously to
deny the commercial use of the Town Lawn Waste Site by outside business(es).

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Tessier, seconded by LaClair, the Selectboard approved the accounts
payable warrants for May 10, 2016 and May 17, 2016.

MISCELLANEOUS - None

ROUND THE TABLE

Mitchell inquired on the progress of the land survey project. Rogers stated he had
nothing to report.

Mitchell noted that on Church Hill Road - near the Estes home - the road has sunk
significantly where the Websterville Fire District made their water line repair.

Mitchell noted the email received regarding funeral arrangements for Gordon Booth
this Saturday. Board members attending are to let the Manager know so arrangements can
be made to reserve space at the Church.

Tessier thanked those voters who turned out on May 10, 2016. He welcomed new
member Paul White and thanked retired member Jeff Blow for his service to the Town.

Tessier stated he would like an agenda item to receive an update on bike path
progress.

LaClair noted Legislature adjourned on Saturday May 7th. Over the summer he will
provide residents an overview of the many changes.

LaClair inquired if information will be available regarding "cash on hand" when it is
time to set the tax rate for next fiscal year. "Yes it will."

Paul White echoed Mr. Tessier's comments to the voters of Barre Town. Chair Tom
White also echoed the thanks to those who voted.

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 and labor contracts would put the Town at a substantial disadvantage.

On a motion by Mitchell, seconded by LaClair, the Selectboard voted unanimously to
 go into executive session at 8:43 p.m. to discuss real estate and labor contracts.

On a motion by LaClair, seconded by Tessier the Selectboard voted unanimously to
come out of executive session at 8:58 p.m.
On a motion by Mitchell, seconded by LaClair, the Selectboard voted unanimously to adjourn at 8:58 p.m.

Donna J. Kelty, Town Clerk-Treasurer  
Selectboard Chair

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Barre Town Selectboard