BARRE TOWN SELECTBOARD AGENDA
March 7, 2017

1. Call to order 8:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
5. Announcements.
6. Receive guests (for non-agenda items).
7. Consider awarding contracts for purchase of: a) ten-wheel truck cab and chassis; b) zero-turn mower; c) water pipe and fittings.
8. Consider selecting realtor for selling 22 Buick Street.
9. Consider authorizing signing of FEMA project completion form.
10. Consider approving certification of town highway and bridge standards
11. Discuss police chief job description and recruitment.
12. Discuss plans for obtaining not-for-profits service verification.
13. Consider approving weekly accounts payable warrants.
14. Miscellaneous, including licenses and permits, if any
15. Round the table

BARRE TOWN SELECTBOARD MINUTES
March 7, 2017

The duly warned meeting of the Barre Town Selectboard of March 7, 2017 was scheduled and held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 8:20 p.m.

The following members were in attendance: W. John “Jack” Mitchell, Rolland Tessier, Tom White, Paul White and Rob La Clair.

Others attending were: Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Assistant Town Clerk-Treasurer Deborah Lefebvre and DPW Superintendent Richard Tetreault.

CALL TO ORDER – The meeting was called to order at 8:20 p.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 as presented.

MINUTES

On a motion by Mitchell, seconded by La Clair, the Selectboard voted to approve the Selectboard meeting minutes of February 28, 2017 as presented.

ANNOUNCEMENTS

1. The annual Barre Town Fire Department rabies clinic for dogs and cats is next Saturday, March 11 from 1 p.m. to 3 p.m. at the South Barre Fire Station. The fee is $15.00 per animal. Proceeds benefit the Barre Town Fire Department. Barre Town residents can also license their dogs at the rabies clinic. Remember that the deadline to license your dog is April 1.

2. Come one, come all to Barre Town’s Non-Partisan Town Caucus, on Monday, March 13, 2017 at 6:30 p.m. at the Barre Town Municipal Building. You can help
determine the candidates for Barre Town Selectboard and our other elected positions.

3. Looking for a summer job that’s outdoors? Barre Town needs four seasonal workers for the Department of Public Works and one for Recreation and Cemetery work. The application for these positions can be picked up at the town offices, or downloaded from the town’s homepage (www.barretown.org). Submit by email to offices@barretown.org or by mail to PO Box 116, Websterville, VT 05678. The deadline to apply for any of these seasonal positions is March 20.

4. The new same day voter registration law of Vermont necessitates changes to the duties of the Board of Civil Authority as set by our Town Charter. The Town of Barre will hold public hearings on March 21 and 28 to review and take public comment on these proposed changes to the Town Charter. Visit the Barre Town website, public notices page, to review the proposed changes.

5. Mark your calendars for two spring workshops hosted by the Town: Beekeeping 101 will be on Wednesday, March 22nd from 6:30pm to 9:00pm, and the Backyard Composting Workshop will be on Wednesday, April 5th from 6:00pm to 8:00 pm. Both workshops are free and there is no need to register. They will both be held at the Barre Town Offices at 149 Websterville Rd. For more information, see your newsletter or visit the Barre Town homepage at barretown.org.

GUESTS - None

AWARDING PURCHASE CONTRACTS

A) Truck cab and chassis
   Background: The apparent low bidder was Clark’s Truck Center (bidding on an International), though the bid does not meet several spec details. J & B Truck Center is second low bid. Their Western Star meets specifications. After factoring in the 505-horsepower engine and warranties J&B is lowest compliant bidder. $190,000 is budgeted for this truck. Mike Martell says to plan on $70,000 for the dump body and plow system putting it right on budget.

   A motion was made by Mitchell and seconded by Paul White to order the 2018 Western Star cab and chassis for $113,309 and to include the engine warranty for $5175.00 and the towing warranty for $800.00; for a total price of $119,284.00.

   During discussion, questions were asked about warranty details. The above motion was withdrawn until those questions could be answered.

   Richard Tetreault located the warranty information to answer the questions.

   On a motion by Tessier, seconded by Mitchell, the Selectboard voted to award the purchase of the 2018 Western Star cab and chassis for $113,309 and to include the engine warranty for $5175.00 and the towing warranty for $800.00; for a total price of $119,284.00.

B) Zero-Turn mower
   Background: $8,800 is budgeted for this purchase. Bids are under that amount. When the Selectboard was asked for authorization to seek bids only for a John Deere, the board indicated it would like to see several bids from John Deere dealers. We received two bids. If that is not adequate, the board could adopt a motion to reject both bids and seek bids from other manufacturers.

   If the two bids from John Deere dealers are acceptable the board could vote to award the contract to one of them. The Town’s specs had an error. The specs stated we were looking for bids on a 930. The specs also say the minimum horsepower is 27. The
Selectboard Minutes of March 7, 2017continued:

930 has a 25hp engine. L.F. Trottier bid on a 930 and is the low bidder by $130. Harvest Equipment bid on a 950 which has a 27hp engine.

On a motion by Tom White and seconded by Mitchell, the Selectboard voted to reject both bids for the zero-turn mower.

On a motion by LaClair, seconded by Tessier the Selectboard voted to send a new RFP with the desired specs but not manufacturer specific. Mitchell voted no.

C) Water pipe and fittings

**Background:** This price is for this spring's East Barre water line project. We budgeted $6015 for these supplies. The award should be for under $5,500.

The bidding specifications called for North American made pipe and fittings. The specs also state the supplier “shall provide prices on mechanical joints and glands with Grip Ring type connectors”. HD Supply was the only company that submitted a bid that complies.

On a motion by LaClair and seconded by Tessier the Selectboard voted to award the contract for purchase of water pipe and fittings to HD Supply at the price of $5302.41.

**REALTOR-22 BUICK STREET**

**Background:** The Selectboard had previously expressed the desire to retain a realtor to help sell the lot known as 22 Buick Street. The Assistant Town Manager contacted 3 realtors to get proposals. One realtor was not interested because of the title insurance question. Per Mike Monte there is a three-year statute of limitations for taxpayers to contest a tax sale, beginning when the redemption period ends. Thus, the title insurance companies are very reluctant to issue insurance. For the 22 Buick Street property, the redemption period ended 10/15/2016, so anyone who buys before 10/15/2019 may not be able to get title insurance. Without insurance, they wouldn't be able to get a bank loan. It wouldn't be a problem for a cash buyer, although they might have trouble flipping the property if that was their plan.

The two realtor proposals received are very similar. The commission is the same (10%).

The Selectboard was not comfortable deciding now about selling the property considering the questions about title insurance and would like Mike Monte to come to a meeting to discuss it further.

**FEMA**

**Background:** The AOT contacted the town last week. Our file for federal disaster declaration 4140-DR-VT has not been closed out. The town needs to submit the Project Completion and Certification Report. 4140 was the Richardson Road, Bonnie, Dianne Lane washouts. The Town would receive $1,036 when this form is returned.

On a motion by Tessier, seconded by LaClair the Selectboard voted to authorize the town manager to sign the Project Completion and Certification Report for 4140-DR-VT.

**TOWN HIGHWAY AND BRIDGE STANDARDS**

**Background:** The town received a letter from AOT and ANR regarding the 2013 Town Road and Bridge Standards. They are maintaining the 2013 standards. The town standards were adopted April 9, 2013 and have been submitted each year since, and still comply.

On a motion by Tessier, seconded by LaClair the Selectboard voted to approve and sign the Certificate of Compliance.
POLICE CHIEF JOB DESCRIPTION

Background: Job descriptions from four towns including Barre Town are provided for review.

After reviewing the job descriptions there were several points from the job descriptions that the board liked. Most liked having some language that made it clear that no attempt has been made to be exhaustive in the listing of duties. They also wanted to be sure that the description includes fulfilling regular police duties as necessary.

There was discussion about requirements for education, law enforcement experience, supervisory experience and residency. 10 years of law enforcement experience and 3 years of some level of supervisory experience was mentioned. Credit for relevant education and experience was also discussed.

The desire for the candidate to reside within a reasonable commute (1/2 hour) was also mentioned.

NOT FOR PROIFITS SERVICE VERIFICATION

Each year the Selectboard must verify that each not for profit is still eligible to receive a voter approved appropriation. The past 2 or three years the board had 4 agencies give presentations at one of the meetings and the others had to submit a brief report. The consensus was to do the same this year, having 4 different agencies come to make a presentation.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Paul White, seconded by LaClair, the Selectboard voted to approve the Accounts Payable warrant for the week of March 7, 2017. Tessier did not vote.

MISCELLANEOUS - None

‘ROUND THE TABLE

Jack Mitchell asked Elaine Wang to run down the results of the days School votes for the public: Barre Town School budget- approved
School Board Directors, Alice Farrell and Jennifer Hutchinson both elected
Spaulding Union School Board Director, Paul Malone elected
Pay for School directors and Treasurer approved
Article VI- to borrow money when needed... - passed
Transfer $25,000 to Capital reserve fund- passed
Spaulding Union High School budget- failed
Central Vermont Career Center budget- passed

Rob LaClair says last week was very busy in the legislature. They are out now for the Town Meeting break. Crossover day is the 17th of this month so there is a lot of work to get bills ready in time. There has been a lot of work on the budget and they have reduced the budget gap, but there is still work to be done.

Of note also was the recount by the legislature that never happened. In the end, the results that had already been certified stood.

Tom White was not sure if the action that was taken after executive session on February 21, 2017 was announced at the next meeting. That action was to authorize the Town Manager to sign the Town of Brookfield EMS Contract.

EXECUTIVE SESSION

On a motion by Mitchell, seconded by Tessier the Selectboard found that premature general knowledge would put the Town at a substantial disadvantage with regards to personnel.
Selectboard Minutes of March 7, 2017 continued:

On a motion by Mitchell, seconded by Tessier the Selectboard voted to go into executive session to discuss personnel matters at 10:07pm.

On a motion by Mitchell, seconded by Tessier the Selectboard voted to come out of executive session at 10:28pm

**ADJOURN**

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to adjourn at 10:29pm.

_________________________________________  ____________________________________________
Deborah Lefebvre, Asst. Town Clerk-Treasurer  Selectboard Chair

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Barre Town Selectboard