BARRE TOWN SELECTBOARD AGENDA
April 18, 2017

1. Call to order 6:30 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving April 11, 2017 meeting minutes.
5. Announcements.
6. Receive guests (for non-agenda items).
7. Consider awarding contracts: a) roadside mowing; b) grease and oil supply; c) sidewalk construction inspection services.
8. Consider approving SBE Loan Modification Agreement.
10. Consider approving Operation and Maintenance Agreement for Quarries Disc golf course.
11. Consider designating town representative authorized to submit a bid at tax sale.
12. Discuss Police Chief’s job description.
13. Consider approving weekly accounts payable warrants.
14. Miscellaneous: a) Lawson’s Store 2nd class liquor license; b) other
15. Round the table*
16. Executive session for real estate and personnel (action expected).
17. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
April 18, 2017

The duly warned meeting for the Barre Town Selectboard, April 18, 2017 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, W. John "Jack" Mitchell, and Paul White. Those absent included: Tom White. Others attending were: Town Manager Carl Rogers, Town Clerk-Treasurer Donna J. Kelty, Assistant Town Manager Elaine Wang, and Sidney Griggs.

CALL TO ORDER - The meeting was called to order at 6:30 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. Tom White was not present for the vote.

MINUTES

On a motion by Tessier, seconded by Paul White, the Selectboard voted to approve the Selectboard meeting minutes of April 11, 2017 with the grammatical changes already made by the Town Clerk. Tom White was not present for the vote.

ANNOUNCEMENTS

1. Town Meeting will be held on May 3, 2017 and ballot voting will be on May 9, 2017, 7:00 a.m. - 7:00 p.m. The ballot voting will be for the town budget, a minor charter amendment, Town Officers, and the Spaulding Union High School budget. Absentee (early) ballots are now available. To request yours, call the Clerk's office at 479-9391. Remember you can register to vote at the polling place on
voting day. For more information or review the ballot go to the Town website www.barretown.org and look at the Timely Announcements section on that page.

2. The April Barre Town Newsletter is in the mail. Read it to inform your vote on the Barre Town budget on May 9th. Also, see if your street is on the planned summer paving schedule, which exciting new businesses are joining the Wilson Industrial Park, what recreation opportunities to look forward to this spring and summer, and with what solid waste and recycling services dates coordinate with your spring cleaning.

3. The Town seeks volunteers to monitor the lawn waste site for 3 hours during the week. Volunteers are needed to open and close the two gates and to watch that the site is used as intended. They are not required to unload vehicles. To volunteer or for more information contact the Town Manager's office at 479-9331. Speaking of which, the lawn waste site will be open Saturday morning from 8:00 a.m. - noon starting April 29th.

4. Green Up Day will be Saturday, May 6th this year. Did you know that over 120 Barre Towners picked up trash along Town roadsides last year during Green Up? Join in the beautifying satisfaction this year. To avoid duplication of efforts, please call the Town Manager's office to sign up for the street or length of street you would like to do. The number is 802-479-9331. A free barbeque lunch is offered to volunteers. Get your tickets, bags, and gloves at the Town Manager's office, 149 Websterville Road.

5. If you enjoy the Barre town Forest Trails, please join Millstone Trails Association's first trail work day of the season on Sunday, April 23rd. No experience or tools are required. Meet at the 44 Brook Street parking lot at 8:00 a.m. The mission is to remove tree branches from the trails in the areas logged this winter.

6. Do you play tennis? The tennis court nets are up at the Barre Town Recreation Area near the school and ready for play.

GUESTS

East Barre resident Sidney Griggs was present. He stated he had spoken with the Clerk's office who provided him with the town attorney's contact information so he could find out more information on the upcoming tax sale process. No calls were returned and the sale is tomorrow.

The Manager stated the Town will accept bids tomorrow, April 20th, at 2:00 p.m. High bidder will be required to provide payment. There is a one-year redemption period. Mr. Griggs was concerned there would not be enough time prior to the sale to obtain financing. He will speak with the Manager tomorrow.

AWARD CONTRACTS

Roadside Mowing: Bid specifications were mailed to five bidders. Three (3) of the people/businesses were referred to us by VT AOT District 7 last year. The Town receive one bid from Donnel Dexter of Williamstown. Mr. Dexter bid $7,000 for the mowing. He had the contract last year at the price of $7,200. Superintendent Tetreault was pleased with his work. The budget for this mowing is $8,500 and the contract period is June 19 - July 7, 2017.
Selectboard Minutes of April 18, 2017 continued:

On a motion by Tessier, seconded by Paul White, the Selectboard voted to award the 2017 roadside mowing contract to Donnel Dexter at the lump sum of $7,000. Tom White was not present for the vote.

Grease and oil supply: This is a one year contract and was mailed to 5 companies, but we received one bid (very unusual). There were inquiries. The sole bid is from Dennison Lubricants and contains pricing on 12 products. The DPW gives bidders an estimated quantity for each product. Comparison to last year is not useful because quantities of some items changed due to loss of the bus maintenance. The Fiscal Year 17-18 budget is $7,500. Dennison's bid is $8,146.54.

On a motion by Tessier, seconded by Paul White, the Selectboard voted to award the Fiscal Year 17-18 grease and oil supply contract to Dennison Lubricants based on the unit bid pricing. Tom White was not present for the vote.

Paul White inquired if the Town could piggyback on the State's grease and oil contract like they do for the purchase of vehicles? Rogers will check into this.

Bridge Street Sidewalk Inspection Services: In accordance with the VTrans Transportation Alternative grant guidelines, the Town is required to have a construction inspector for this project to ensure that it is constructed as designed, or any changes required by on the ground conditions are reviewed by an engineer. Two bids were received from DuBois & King and Dufresne Group. A selection committee independently reviewed the technical proposals, then met, and agreed that Dufresne Group should be awarded the opportunity. The cost proposals were then opened. DuBois proposed $24,143 and Dufresne proposed $11,000.

On a motion by Paul White, seconded by Tessier, the Selectboard voted to select Dufresne Group to provide Construction Inspection services for the Bridge Street Sidewalk Project, grant number STP EH11(1). Tom White was not present for the vote.

There was a brief discussion as to why the Town Engineer could not provide this service. Some of the many tasks required by the project engineer were noted. Since Barre Town has quite a few large projects planned for the summer (Peloquin Road culvert project, summer road work, etc.) will require the Town Engineer to be onsite. Basically, he does not have the time to devote to all the scheduled projects.

SBE LOAN MODIFICATION AGREEMENT

Background: S.B. Electronics (SBE) is requesting a modification to its loan (from CDBG funds). SBE is asking for a deferral of principal payments for this calendar year and to add a year to the term of the loan. SBE will make interest only payments during the year. Approving the loan modification would mean the Town waits a year to receive principal payments and because the term is extended the Town collects additional interest.

On a motion by LaClair, seconded by Tessier, the Selectboard voted to approve the 2017 Loan Modification Agreement with S.B. Electronics and to authorize the Town Manager to sign the document. Tom White was not present for the vote.

LOCAL EMERGENCY OPERATION PLAN

Background: The Town is required to update and re-adopt the Local Emergency Operation Plan (LEOP) by May 1st each calendar year. The Central Vermont Regional Planning Commission (CVRPC) assisted the Town when needed. Most the work was done by the Town Manager and Department Heads.

There were several changes to update contacts (school and town), adding more data to Planning Tasks #1 (businesses, churches, and town parks & playgrounds) and #2 (adding
list of state road bridges, major culverts over 48"), along with a few other minor changes. The CVRPC provided the Tier II forms and maps.

On a motion by Paul White, seconded by LaClair, the Selectboard voted to adopt the 2017 Local Emergency Operation Plan. Tom White was not present for the vote.

OPERATION & MAINTENANCE AGREEMENT FOR QUARRY DISC GOLF COURSE

Background: Upon the Town acquiring the town forest several individuals proposed making a disc golf course in the forest. The proposal was approved through proper channels: VT Land Trust with Recreation Board and Selectboard reviewing and approving. An agreement was titled Development and Maintenance to oversee this project. Now the course has been in operation several years this agreement needed to be revised and has been re-titled "Operations and Maintenance."

Most of the Operations and Maintenance Agreement are editing. However, there are two substantive changes: 1) adding the date (November meeting) when the organizers will report to the Recreation Board; b) organizers are not obligated to maintain the course nor to find successors should they terminate the trail(s) use. This agreement was approved by the Recreation Board at the April 10th meeting.

On a motion by Tessier, seconded by Paul White, the Selectboard voted to approve the Quarries Disc Golf Course Operation and Maintenance Agreement and to authorize it be signed. Tom White was not present for the vote.

TOWN REPRESENTATIVE FOR UPCOMING TAX SALE(S)

Background: The Town has several tax sales scheduled for Thursday, April 20, 2017 starting at 2:00 p.m. As the Delinquent Tax Collector, the Town Manager conducts the sales. Bidding starts at the amount of taxes and fees due. If no one else submits a bid for the minimum amount the Town submits a bid. The Town's bidding representative must be someone other than the Delinquent Tax Collector. If another bidder bids higher than the minimum the Town bows out.

In prior years Diane Waters and Chris Violette were designated to bid on the Town's behalf. The Manager is recommending the Asst. Town Manager if she is available. As a precaution the Board should also appoint an alternate.

On a motion by Paul White, seconded by LaClair, the Selectboard voted to appoint Assistant Town Manager Elaine Wang as the bidding representative for the Tax Sale and Tina Thurston as the alternate, to be held on April 20, 2017. Tom White was not present for the vote.

POLICE CHIEF JOB DESCRIPTION

Background: With the announcement of retirement for our current Police Chief the Selectboard has been reworking the job description. Members were provided with copies of the draft to date. While the Selectboard is not required to approve a job description, the Manager is looking for Selectboard acceptance or recommended changes.

White noted he would like to see a definition for regular scheduled shift and Mitchell is not sure he agrees with mandating the Police Chief work Thunder Road. Overall the consensus of the Board to give their blessing to the job description.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Tessier, seconded by LaClair, the Selectboard voted to approve the Accounts Payable warrant for the week of April 18, 2017. Tom White was not present for the vote.
MISCELLANEOUS

On a motion by Paul White, seconded by LaClair, the Selectboard voted to approve and sign a 2017 Second Class Liquor Licenses for Lawson’s Store. Tom White was not present for the vote.

ROUND THE TABLE

Tessier noted there was a nice letter on Facebook giving kudos to the Barre Town Fire Department.

LaClair stated there is a House Bill #300 which is dealing with the statute of limitations (reducing from 3 year to the current 1 year property owner redemption) on tax sale properties. Given the status it will most likely be approved next year.

LaClair also gave a brief update on the Workers Comp bill regarding first responders and the bill for the creation of a public retirement system for employers who have less than 50 employees. He also noted that the public testimony being taken on the CVSWMD charter change was rescheduled to April 20th.

Mitchell noted this week in the VLCT Legislative Report that bill H211 pertaining to water quality provides more mandates. His concern is that small water systems may not be able to afford to comply.

Mitchell stated he was also surprised to see a bill requiring only one license plate. Both he and Paul White still believe the two-plate system allows for a greater chance of seeing/identifying a vehicle when law enforcement is involved.

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 real estate and personnel. Tom White was not present for the vote.

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to go into executive session to discuss real estate and personnel at 7:38 p.m. Tom White was not present for the vote.

On a motion by Paul White, seconded by Mitchell, the Selectboard voted to come out of executive session at 8:32 p.m. Tom White was not present for the vote.

PERSONNEL ACTION

On a motion by Tessier, seconded by Paul White, the Selectboard voted to authorize the buyout of 200 hours of floater holiday for a town employee. Tom White was not present for the vote.

ADJOURN

On a motion by Paul White, seconded by Mitchell, the Selectboard voted to adjourn at 8:34 p.m. Tom White was not present for the vote.

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Donna J. Kelty, Town Clerk-Treasurer  Selectboard Chair