BARRE TOWN SELECTBOARD AGENDA  
April 25, 2017

1. Call to order 6:30 p.m.
2. Consider approving agenda
3. Executive session: personnel
4. Pledge of Allegiance. 7:00 p.m.
5. Consider approving April 18, 2017 meeting minutes.
6. Announcements.
7. Receive guests (for non-agenda items).
8. Consider adopting Resolution No. 2-17 in recognition and appreciation of town and community volunteers.
10. Consider making appointment to Graniteville Fire District Prudential Committee.
11. Consider awarding contracts: a) roll-offs; b) hot-mix asphalt paving; c) bonded wearing course paving; d) pavement milling; e) Bridge Street sidewalk construction.
12. Consider approving per diem EMT bonus pay and minimum work requirement policy.
13. Consider approving Barre City residents’ use of the lawn waste site.
15. Consider selecting 2017 Pelkey Award winner.
16. Consider approving April 25th weekly accounts payable warrants.
17. Miscellaneous: including licenses and permits, if any.
18. Round the table”
19. Executive session (if needed).
20. Adjourn.

BARRE TOWN SELECTBOARD MINUTES  
April 25, 2017

The duly warned meeting for the Barre Town Selectboard, April 25, 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, Paul White, and Tom White.

Others attending were: Town Manager Carl Rogers, Town Clerk-Treasurer Donna J. Kelty, Assistant Town Manager Elaine Wang, Christopher Violette (Z&P/Fire), Sgt. William Dodge, Brian Baker, Ron Puchalski, Jeff Blow, Merle Miller, Cedric Sanborn, Mike Gilbar, Terry Smith, Doug Farnham, Sandy Kirkland, Val Vallerand, Barbara Fantoni, Randy Treis, Frank & Jean Ellis, Ken & Wendy Alger, E.J. Blondin, and Marc Bernier.

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

CHANGES TO THE AGENDA

On a motion by Paul White, seconded by Tessier, the Selectboard voted to approve the agenda with the following amendment:

1. Item 17, Miscellaneous, add action for rescinding a motion and approving a 2017 Second Class Liquor License for Lawson’s Store.

EXECUTIVE SESSION (1)

On a motion by Mitchell, seconded by Paul White, the Selectboard found that premature general knowledge would put the Town at a substantial disadvantage with regards to personnel.
Selectboard Minutes of April 25, 2017 continued:

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to go into executive session to discuss real estate and personnel at 6:35 p.m. and to invite Sargent William Dodge and excuse the Town Clerk-Treasurer Donna Kelty.

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to recess executive session at 7:11 p.m. and reconvene at the end of this meeting.

The PLEDGE OF ALLEGIANCE was recited by those present.

MINUTES

On a motion by Paul White, seconded by Tessier, the Selectboard voted to approve the Selectboard meeting minutes of April 18, 2017 with the grammatical changes already made by the Town Clerk.

ANNOUNCEMENTS

1. You should have received the April Barre Town Newsletter in the mail. If you would prefer to receive it by email contact the Town Manager’s office at 479-9331 or offices@barretown.org.

2. A friendly reminder that the next property tax payment is due Monday, May 15th.

3. Barre Town’s town meeting is next Wednesday, May 3, 2017, at 7:30 p.m. in the Municipal Building, Selectboard meeting room. After voting from the floor, the Wendell F. Pelkey Citizenship & Service Award will be presented and there will be a presentation of the proposed budget. Ballot voting will be on May 9th, 7:00 a.m. - 7:00 p.m. at the Barre Town School Gymnasium, on the Town’s and Spaulding Union High School budgets among other things. For more information see your April newsletter, mailed or online at www.barretown.org under Publications.

4. Please note, Quarry Hill and Fisher Roads will be closed Saturday, April 29th, from 12:15 p.m. - 12:45 p.m. so that Thunder Road can hold its annual pre-season parade.

5. Thanks to returning volunteers, the lawn waste site will now be open starting next week April 26th. The hours will be as they have in the past, namely Wednesday afternoons (3:00 p.m. - 6:00 p.m.), Thursday mornings (9:00 a.m. - Noon). If you would like it to be open more days help us find another volunteer! Potential volunteers should call the Town Manager's Office at 479-9331.

6. Green Up Day is Saturday, May 6th. Sign up for the area you would like to green up by contacting the Town Manager's Office at 479-9331, or visit us at 149 Websterville Road. We will also provide you with Green Up bags and gloves, and tickets to a free thank you barbeque lunch for volunteers.

7. The Spring Bulk Trash collection is on Saturday, May 13th, 8:00 a.m. - 2:00 p.m., in the Barre Town Public Works Yard. See the Barre Town newsletter, solid waste insert, for more information.

8. The first Household Hazardous Waste Collection of the year will be on Saturday, April 29, 2017 at the Barre Town Garage, 129 Websterville Road. For more information see the newsletter or visit the Barretown.org homepage.

9. Chair White announced that at the meeting last week, the Selectboard authorized the payout of half of the accrued vacation hours to an employee.
GUESTS

Wendy Alger, Sterling Hill Road resident was present. She noted the street is being paved and wants to ensure the "speed humps" will remain. Rogers stated the plan is to lay a thin bonded wearing course and the humps will remain.

RESOLUTION NO. 2-17 - VOLUNTEER APPRECIATION

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to adopt Resolution No. 2-17, A Resolution of the Town of Barre, Vermont in Recognition and Appreciation of Town and Community Volunteers.” Mitchell read the resolution.

VOLUNTEER RECOGNITION

Background: About 20 years ago the Selectboard adopted a volunteer appreciation policy. Part of the policy is to adopt and read a resolution, provide descriptions of each committee/group of volunteers and then to present the volunteers with a small token of appreciation. This year there are several volunteers receiving special recognition for their 5, 10, 20, and 30 years consecutive service. They are:

5 years
Frank Ellis, Bulk Trash
John Hameline, Development Review Board

10 years
Val Vallerand, Traffic Safety Advisory Committee

20 years
Dan Newhall, Traffic Safety Advisory Committee
Chauncey Liese, Traffic Safety Advisory Committee

30 years
Cedric Sanborn, Planning Commission and D.R.B.

Manager Rogers read the Board descriptions and volunteers were personally congratulated by the Board and tokens distributed. This year there was a raffle for three (3) additional thank-you gift packages (from Barre Town businesses). Volunteer names were placed in a basket and the winners were: Randy Treis, Mike Gilbar, and Terry Smith.

GRANITEVILLE FIRE DISTRICT APPOINTMENT

Background: One of the three (3) Graniteville Fire District Prudential Committee members resigned a few months ago. V.S.A Title 20, Section 2485 reads the Selectboard can appoint a district member to fill a Prudential Committee vacancy when asked. There is an interested individual (Henry LaPerle Jr.).

Marc Bernier was present to answer questions for the Board.

On a motion by LaClair, seconded by Tessier, the Selectboard voted to appoint Henry LaPerle Jr. to an open seat on the Graniteville Fire District Prudential Committee until the next regularly scheduled annual meeting in October 2017.

VARIOUS CONTRACTS

Roll-off containers: This contract is for providing two 15 cubic yard containers for Green Up Day and whatever 30-yard roll-offs (7 to start) for Bulk Trash Collection. Casella bid $180 per ton and Earth Waste & Metals bid $170 per ton. The Town has been assured by Earth Waste they have more than 14 roll-offs they can dedicate to Bulk Trash day. Their plan is to have the 7 or 8 reserve containers at the Wilson Depot. They would bring an empty roll-off from the Depot, pick up a loaded roll-off and drop it off at the Wilson Depot. Earth Waste is aware of the number of containers needed to start the day, the volume handled and the one-hour turnaround time.

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to award the Spring 2017 roll-off service contract to Earth Waste and Metals at a price of $170.00/ton.
Selectboard Minutes of April 25, 2017continued:

**Paving:** This contract is for hot-mix asphalt paving. There are two phases and the low bidder is J. Hutchins with per ton pricing bids of $60.50 and $63.50 respectively. Our budget is based on a charge of $72.50 per ton, meaning the bid if accepted would be $64,300 under budget. The company is state qualified and has won several state municipal paving contracts. We have worked with company when they built the Charlie Fantoni Roundabout for the State. J. Hutchins has experienced crews and new equipment.

*On a motion by Tessier, seconded by Paul White, the Selectboard voted to award the 2017 Paving Contract, Phases 1 and 2, to J. Hutchins, Inc. based on their per ton bid prices of $60.50 an $63.50 respectively.*

**Bonded Wearing Course (Nova Chip):** Gorman Group and All States Asphalt submitted bids and are the only two companies with the equipment to do this type of work. All States bid $8.90 per square yard and Gorman Group bid $9.36 per square yard. The budget was based on an $8.00 per square yard and the low bid would put us over ($33,028). All States Asphalt does good work regardless what they are doing - paving, milling, reclaiming, dust control and the Manager has recommended approval of the bid.

The Manager stated All States Asphalt is also requesting the contract period noted in the bid (July 10 -21) be amended to July 10 - September 15 with the understanding they give the Town a two week notice before work commences and that work will be completed within two consecutive weeks. The request is acceptable to the Town staff.

*On a motion by Tessier, seconded by Paul White, the Selectboard voted to award the 2017 bonded wearing course contract to All States Asphalt at their per square yard bid price of $8.90 with the condition that the work be completed sometime between July 10, 2017 and September 15, 2017 and the Town will be given a two (2) week notice prior to paving and said contract work will be completed within two (2) weeks of commencement.*

**Pavement Milling:** The contract is for milling (grinding off) 1 ½” of old asphalt, sometimes called cold-planing. The reason for milling is get an even road profile so pavement goes down at a uniform thickness. We also mill because the road cannot keep getting higher. There are intersections and driveways to consider as well.

The low bid is from Whitcomb. However, our specifications call for a minimum 7’ wide milling machine and their machine is 6’ 7” wide. The 7’ requirement is to help get a more uniform profile - the more passes to finish a road the greater the chances are for a change in pitch from the center line to the road edge. Garrity is the second low bidder and has the machine width required. They have done work for the Town with no issues.

The difference in the bids is $.17 per square yard or $5,273.74 for the contract. The budget was based on a price of $2.25/square yard and should Garrity be awarded the contract the Town will still be under budget ($29,295).

*On a motion by LaClair, seconded by Tessier, the Selectboard voted to award the 2017 pavement milling contract to Garrity Asphalt Reclaiming at the per square yard bid price of $2.25.*

**Bridge Street Sidewalk Construction:** Construction bid documents were prepared by the project’s design engineer and the bid opportunity was open for three weeks as is required for this type of grant. Five (5) bids were received by the due date (April 21st at 10:30 a.m.) The design engineer (Brian Baker of Dufresne Group), analyzed the bids for cost conformance against the specifications. Mr. Baker was present and stated the low bid was Lamberti Excavating (who will have a subcontractor for the concrete work) with their bid price of $60,952.32.
Selectboard Minutes of April 25, 2017 continued:

On a motion by LaClair, seconded by Tessier, the Selectboard voted to award the Bridge Street Sidewalk construction contract to Lamberti Excavating based on their bid price of $69,952.32.

PER DIEM EMT BONUS PAY & MINIMUM WORK REQUIREMENT POLICY

Background: The new full-time EMTs work schedule starts May 1, 2017. To make this happen the Town will need a 24-hour crew of per diem staff on Saturdays and another 24 hour crew on Sundays. Our Auxiliary crew (working Monday – Friday, 9:00 a.m. - 7:00 p.m.) continues their schedule. When the new schedule begins the full-time EMTs give up their first right to work all overtime. To save money through this new schedule the Town needs to fill week-end per diem slots, the auxiliary crew and full-timers’ paid time-off with per diem employees. The EMS Director and Manager have been interviewing may per diem applicants since January to build up the roster for May 1. This was one of the many steps taken to begin implementation.

Another step was setting a new wage schedule which the Selectboard approved on January 3, 2017. However, during recent management discussion there was concern for not having individuals sign up for shifts. The result was the possibility of a bonus, just as we do with the DPW summer help. For the per diem staff it is suggested the bonus be quarterly. The minimum number of hours to qualify is 260, the equivalent of two (2) 10 hour shifts per week. The rate proposed is $1.50 per hour. The policy goal is to keep the per diem roster active using incentives. The Manager provided Board members with costs.

On a motion by LaClair, seconded by Tessier, the Selectboard voted to adopt the Department of EMS per Diem Required Work and Bonus Pay Policy.

BARRE CITY USE OF LAWN WASTE SITE

Background: Barre City has requested permission for its residents to use the lawn waste site in the Spring and Fall. The City in the past has paid for one-half the labor and equipment expenses for the 3 weeks permission is granted. There would be no special hours of operation and there have been no problems with City users.

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to approve Barre City residents using the Barre Town Lawn Waste Site (Holden Road) on Wednesday, Thursday, and Saturdays from May 3 to May 20, 2017, during the hours the Town has the site open with the understanding that Barre City will pay one-half of the labor and equipment charges.

BUDGET BOOKLET COVER LETTER

Background: Town Charter requires a budget booklet be available to the public (5 places) no less than 10 days before the Annual Election which this year is May 9, 2017. The booklet includes a cover letter signed by the Selectboard. A draft was presented to the Board for review.

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to approve the Proposed Fiscal Year 17-18 Budget letter with the proposed amendments.

2017 PELKEY CITIZENSHIP AWARD

Background: Annually the Selectboard will award the Wendell F. Pelkey Citizenship Award to a resident who has demonstrated an on-going commitment to the Town of Barre. The recipient will receive the award which is presented at the Open Town Meeting being held on May 3, 2017, 7:30 p.m. at the Barre Town Municipal Building.

Paper ballots were distributed and returned to the Town Manager who announced there was a winner.
Selectboard Minutes of April 25, 2017

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 April 25, 2017.

MISCELLANEOUS

On a motion by Paul White, seconded by LaClair, the Selectboard voted to rescind their decision of April 18, 2017 approving a 2017 Second Class Liquor License for James Lawson and to approve and sign a 2017 Second Class Liquor Licenses for Beverlee F. Lawson, doing business as Lawson’s Store.

‘ROUND THE TABLE

Mitchell inquired if the Selectboard meeting would be held on Tuesday May 2nd - yes.

Mitchell, for the viewing audience, briefly reminded users of the safety rules for Bulk Trash and reviewed the “do not take list.”

Board members again expressed their appreciation to the many volunteers.

LaClair gave an overview of legislative happenings: Ongoing talks for teacher/school health insurance, ethics bill to assist with ongoing elected official issues, public retirement bill heading to Senate, and it appears the marijuana bill is not going anywhere now.

Chair White noted that the latest Town Report (year ending June 30, 2016) is now available.

RECONVENE EXECUTIVE SESSION

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to reconvene executive session at 9:00 p.m., to invite Sargent William Dodge, and to excuse Town Clerk-Treasurer Donna Kelty.

On a motion by Tessier, seconded by LaClair, the Selectboard voted to come out of executive session at 9:33 p.m.

PERSONNEL ACTION

Personnel action was taken by the Board and will be announced at the May 2, 2017 Selectboard meeting.

ADJOURN

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to adjourn at 9:37 p.m.

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Donna J. Kelty, Town Clerk-Treasurer    Selectboard Chair

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                                           Barre Town Selectboard