BARRE TOWN SELECTBOARD MEETING AGENDA
May 16, 2017

1. Call to order
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of May 2, 2017.
5. Announcements
6. Receive guests: (for non-agenda items).
7. Consider annual reorganization motions.
8. Consider approving special event permit for Rockfire.
9. Consider awarding contract for purchase of new truck body and plow equipment.
10. Consider authorizing a letter in support of federal budget funding for the Community Forest and Open Space Conservation Program.
11. Discuss budget information survey results.
12. Consider approving weekly accounts payable warrants for May 9 and May 16.
13. Miscellaneous: including licenses and permits, if any.
14. Round the Table
15. Executive Session: real estate (no action expected).
16. Adjourn

BARRE TOWN SELECTBOARD MINUTES
May 16, 2017

The duly warned meeting of the Barre Town Selectboard of May 16, 2017 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, Bob Nelson, 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, DPW Superintendent Richard Tetreault, Pierre Couture, Mike Perrigo, and Times Argus Reporter Eric Blaisdell.

CALL TO ORDER - 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 Nelson, the Selectboard voted unanimously to amend and the agenda as follows:

- Miscellaneous #13 - a request for approval of two (2) fireworks permits (Plant and Perreault).

MINUTES

On a motion by White, seconded by Tessier, the Selectboard voted unanimously to approve the Selectboard Meeting Minutes of May 2, 2017.

ANNOUNCEMENTS

- Last week, as part of Open Town Meeting here in the Selectboard room, the Selectboard awarded the 2017 Wendell F. Pelkey Citizenship and Public Service Award to Bruce N. Mitton for his many contributions to our community. Of note was his 18 years of service at the semi-annual Barre Town Bulk Trash.

- 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
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 26, 2017, by noon.

- Mark your calendars for the Barre Town Recreation Board's Spring into Summer Fest, Saturday, June 3rd, 10:00 a.m. to 2:00 p.m. at the Barre Town Recreational Facility behind the school. Bouncy house, face painting, B-Recs Sports Challenge, Hands on Big Rigs, bike safety checks, and more! Free admission.

- In other recreation news, the Barre Town Recreation Department offers several summer programs that you can sign up for now, including youth track, tennis lessons for youth and adults, and swim lesson reimbursements.

- The Town Forest Friends are also resuming their seasonal offerings. Sunday morning forest walks resume June 4th and re every other Sunday. Tuesday morning forest walks resume June 6th and are every Tuesday. All start at 9:00 a.m. and meet at the 44 Brook Street parking lot.

For more information about any of these recreational opportunities and more, see the green insert in your April newsletter, titled Recreation News, or the town website's recreation page, at barretown.org/departments/recreation.

- Mitchell thanked all those that helped with the Barre Town Spring Bulk Trash event this past Saturday. Thankfully the rain held off and it was another safe endeavor. This year was the second highest number of trips ever recorded and SUHS Project Graduation raised $1,214.00 in donations.

GUESTS - none

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.

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

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

On a motion by Tessier, seconded by Mitchell, the Selectboard voted to fix the time and place of their regular weekly meetings at 6:30 p.m. on Tuesdays in the Selectboard room at the Municipal Building, to continue the practice of PILOT sessions as required, and to set the 2017 summer meeting schedule for July (11th & 25th) and August (8th & 22nd).

It was noted during discussion that if there were no PILOT items to discuss the regular meeting would begin at 6:30 p.m. However, if a PILOT is needed it will be placed at the beginning of the meeting.

Also discussed was a special meeting for setting the property tax rates. The Education tax rates are scheduled to be released on Friday, June 30th. This means the
next Selectboard meeting would not be held until July 11<sup>th</sup>. Setting the rate on this date will not provide enough time for data input, printing, proofing, stuffing and mailing of tax bills (Friday July 14<sup>th</sup>). The thought is to possibly hold a special meeting on July 5<sup>th</sup> or 6<sup>th</sup>. A firm date will be set as we get closer to the end of fiscal year.

On a motion by Mitchell, seconded by Paul White, 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 Mitchell, seconded by Nelson, 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 Paul White, the Selectboard voted unanimously to set the compensation for the Board of Civil Authority and Board of Abatement members at minimum wage. The standard mileage reimbursement will be the official I.R.S. rate.

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

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

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

On a motion by Mitchell, seconded by Tessier, 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 Mitchell, seconded by Tessier, 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.

On a motion by Paul White, 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.

The Town Manager stated the outgoing board member, LaClair, was the Selectboard representative on the Phoenix House Work Committee. Rogers asked if a Board member would be willing to take his place. Tessier is interested and will contact the Manager for more information.

Rogers also inquired if this Selectboard was interested in discussing a “Conflict of Interest Policy.” He noted that should the Town adopt one it would add favorable credits to our insurance application. Mitchell noted that he hates having these types of things forced on the Town and will probably vote no. However, the Board is willing to look at a policy and have the discussion.
SPECIAL EVENT PERMIT - ROCKFIRE

Background: The Recreation Board has approved the use of the Town Forest and the 44 Brook Street parking lot for the Rockfire even scheduled for June 24, 2017. This event does require a special event permit under town ordinance which triggers the Notices of Compliance. Board members were provided the ordinance permit guidelines prior to the meeting.

The Police Department will provide the same service as last year; an officer closing Littlejohn Road at Donahue/Waterman and an officer helping pedestrians safely cross Church Hill Road at Violette Street. The Fire Department staff is the same. However, the firefighters will be at each Grand Lookout Trail burn pile and light the fire.

Event organizers are requesting Littlejohn Road be closed from Donahue Road to Sabetto Street from no earlier than 6:30 p.m. to midnight and will pay the Town for personnel (police and fire) cost per the Special Event Policy. Insurance certificates are required.

A new item this year is set off a one salute (loud boom) firework at each Grand Lookout burn pile. Organizers will be required to come back for a fireworks permit.

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to approve Special Event Permit, #2-17 for Rockfire on June 24, 2017.

On a motion by Tessier, seconded by Paul White, the Selectboard voted to authorize closing Littlejohn Road from Sabetto Street to Donahue Road, per Title 23, Section 1010 of VT Statutes, from no earlier than 6:30 p.m. to midnight on June 24, 2017 and that the Clark family be given a written pass(es) at least 2 weeks prior to the event to ensure they and their guests are allowed through the traffic control.

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to waive the $500 deposit that would assure compliance with all conditions of the Notice of Compliance and Special Event permit.

PURCHASE OF TRUCK BODY AND PLOW

Background: Bidding specifications were mailed to three companies and two bids were received. This purchase is included in the FY 16-17 Equipment Fund budget. The dump body and plow equipment will be mounted on the 2018 Western Star truck the Selectboard approved on March 7, 2017. The budget for the completed truck is $190,000. The cab and chassis (with warranty options) cost $119,284 leaving a balance of $70,716 for the body and plow.

Board members were given a bid report comparison sheet for review prior to the meeting. HP Fairfield is the low bidder until optional items are added in. Shop Foreman Martel is satisfied with either company. There was a question if the spreader control capable of downloading the salt allocation rate was worth the cost. The Manager is recommending buying both options. The DPW Superintendent stated the camera we have in the truck is very helpful to the drive. It also is a safety feature because the driver does not have to climb up the body to check the sand or salt in the box. The spreader system will provide a more precise spreading of the salt - eliminating the need for drivers to "manually manipulate" the spread rate.

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to award the purchase of a truck body, plow equipment, cameras and spread control from Tenco for the bid price of $69,556.
LETTER OF SUPPORT
Community Forest and Open Space Conservation Program

Background: The Town received a $400,000 U.S. Forest Service Community Forest Program (CFP) grant to help purchase our town forest. The Trust for Public Land did all the legwork. Now the Trust is asking if the Town will ask key U.S. Senators and House representatives to support $5 million in funding for the CFP in the FY 2018 budget. A draft letter was provided to the Board.

On a motion by Mitchell, seconded by Nelson, the Selectboard voted to authorize and sign a letter to key U.S. Senators and House Representatives to support $5 million in funding for the CFP in the Fiscal Year 2018 budget.

BUDGET SURVEY RESULTS

Background: On the May Australian ballot voting day the Assistant Manager asked voters exiting the polls to take a survey to assess the ways (newsletter, booklet, television program) they get their town budget information. One hundred seventeen (117) voters filled out the brief survey. The results were provided to the Board for review prior to the meeting.

Wang reviewed the data during the meeting. The method the Town is currently using works well for distributing budget information to voters. However, it should be recognized the 117 taking the survey is not sufficient as it is not indicative of the majority who did not vote.

Discussion focused on the Citizen Budget Tour and making some changes (reduce time and preparing a fact sheet) as well as using more social media for the release of information (younger individuals prefer this method).

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Paul White, seconded by Mitchell, the Selectboard approved the accounts payable warrants for May 9, 2017. Tessier recused himself due to an employer conflict.

On a motion by Paul White, seconded by Mitchell, the Selectboard approved the accounts payable warrants for May 16, 2017. Nelson recused himself due to an employer conflict.

MISCELLANEOUS

On a motion by Paul White, seconded by Mitchell, the Selectboard voted unanimously to approve and authorize the Town Clerk to sign the following fireworks permits with the standard conditions:

1. Paul Perreault, 42 Littlejohn Road to be held on July 8, 2017 with a rain date of July 15, 2017; and
2. Shawn Plant, 19 Ferris Street to be held on July 1, 2017.

Manager Rogers stated the Barre Area Development Corp. (BAD) is looking for a Board members to participate in the Economic Strategy Committee. Nelson stated he is interested and will reach out to the BAD for more information.

‘ROUND THE TABLE

Tessier:
- Rogers will speak to the DPW regarding the placement of barriers at the end of Sterling Hill Road.
Selectboard Minutes of May 16, 2017 continued:

• All members welcomed Bob Nelson to the Selectboard and congratulated Mitchell on his re-election.

Mitchell:
• The Ross MacAuley stone at the DPW yard has shifted and needs attention.
• The uphill side of Quarry Hill Road, where the guardrail begins, the road appears to have dropped around a manhole/catch basin which should be looked at. A resident informed him of this as she was pushed to the edge and hit the dip.
• On Saturday at Bulk Trash there was a raffle for the volunteers. Two gift certificates were awarded to Chip Castle and Abby Beach. He also thanked Asst. Manager Wang for her expertise driving skills with driving the bucket loader.

Paul White:
• He was approached by an individual who has wanted to volunteer on a committee but has never been selected. He wanted to take the opportunity to let individuals know they should not get discouraged. Appointments are made based on many factors (reappointments, vacancies, and best fit). Please keep applying.
• He thanked all those that volunteered for Green Up Day - especially since the weather was not cooperative. He noted the DPW picked up 203 tires and 9 tvs; filled two 15-yard roll-offs with trash; and there was a major cleanup on the Gun Club Road by a property owner; and the DPW did some clean up over the Holden Road bank.

Nelson thanked the voters of Barre Town for electing him to this seat.

Tom White asked the Manager to update the Selectboard priority task list for review again this year.

EXECUTIVE SESSION

On a motion by Mitchell, seconded by Paul White, the Selectboard voted unanimously to find the need to go into executive session citing premature general knowledge of real estate would put the Town at a substantial disadvantage.

On a motion by Mitchell, seconded by Paul White, the Selectboard voted unanimously to go into executive session at 8:29 p.m. to discuss real estate. Kelty was excused from executive session.

On a motion by Mitchell, seconded by Tessier the Selectboard voted unanimously to come out of executive session at 9:05 p.m.

ADJOURN

On a motion by Mitchell, seconded by Nelson, the Selectboard voted unanimously to adjourn at 9:05 p.m.

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Donna J. Kelty, Town Clerk-Treasurer  Selectboard Chair

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Barre Town Selectboard