1. Call to order
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of May 16, 2017.
5. Announcements
6. Receive guests: (for non-agenda items).
7. Consider permission for Cynthia MacBryde (19 Patch Rd.) to use a portion of class 4 Old Quarry Hill Road as a driveway.
8. Consider first reading (introduction of ordinance changing the speed limits on Morrison and Osborne Roads.
9. Review draft Personnel Policy.
10. Review model Conflict of Interest Policy
11. Consider approving weekly accounts payable warrants for May 23.
12. Miscellaneous: including licenses and permits, if any.
   a) 22 Philbrook Street on June 2, 2017.
13. Round the Table
14. Executive Session: (if needed).
15. Adjourn

BARRE TOWN SELECTBOARD MINUTES
May 23, 2017

The duly warned meeting of the Barre Town Selectboard of May 23, 2017 was held at the Barre Town Municipal Building, Selectboard Room, Lower Websterville at 6:30 p.m.

The following members were in attendance: Chair Tom White, W. John “Jack” Mitchell, Bob Nelson, Rolland Tessier, and Paul White.

Attendance for the regular meeting included: Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, Betty & Roger Cyr, Linda Leu, and Times Argus Reporter Eric Blaisdell.

CALL TO ORDER – Chair, Tom White called to order at 6:30 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:
1. Item 12, Miscellaneous, add a Request to Cater for Gusto’s.

MINUTES

On a motion by White, seconded by Tessier, the Selectboard voted unanimously to approve the Selectboard Meeting Minutes of May 16, 2017 with the minor grammatical and spelling changes already made by the Clerk.

ANNOUNCEMENTS

• You may have heard of the unclaimed property listing. The 2017 list is now available and includes several Barre Town residents who have up to $200 in unclaimed property being held on their behalf by the Vermont State Treasurer. It could be money from forgotten bank accounts, uncashed paychecks, unclaimed security deposits, or unused gift certificates. Or it could be stocks, mutual funds, or
Selectboard Minutes of May 23, 2017 continued:

contents of safe deposit boxes. We encourage you to look at the 2017 listing. It is available in the Town Clerk's office or online at vermonttreasurer.gov/content/unclaimed-property. It is a simple search by last name and/or town. If you have questions, contact the treasurer's office at 1-800-642-3191.

- Barre Town Recreation Board's Spring into Summer Fest is Saturday, June 3rd, 10:00 a.m. - 2:00 p.m. at the Barre Town Recreation Facility. Free family fun! Come play with us.

- The Barre Town Recreation Department offers summer youth track and summer tennis lessons for youth and adults. Sign up for these programs by mid-June. For more information, see barretown.org/departments/recreation.

- Would you like to increase positive exposure for your business organization? Consider becoming a sponsor of Barre Town Recreation. The Barre Town Softball Field Banner Program recognizes Barre Town Recreation sponsors. The Barre Town Softball Field is used for practices and games by league teams May through August, and youth soccer from September to mid-October. Sponsorships are for 3 years at $500 per year. If you order a banner through the Town, the first year of sponsorship is $700. Banners are displayed May 1 to November 1. For more details, visit www.barretown.org and see the Softball Field Banner Program in the announcement section.

- The Lawn Waste Site has new additional hours thanks to a Barre Town resident. Days of operation are Monday 3:00 p.m. - 6:00 p.m., Wednesday 3:00 p.m. - 6:00 p.m., Thursday 9:00 a.m. - Noon, and Saturday 8:00 a.m. - Noon.

- This week is National Department of Public Works and EMS Week. Be sure to thank our dedicated workers when you see them.

- The Traffic Safety Advisory Committee is changing its regular meeting night from the 4th Wednesday of each month to the 4th Thursday of each month for the remainder of 2017.

GUESTS

Linda Leu, Barre Town Fire Department Auxiliary was present. She stated it is time to fundraise and is requesting permission to do a coin drop (one side of road only) on May 28, 2017 (Fisher Road) as a big crowd is expected to attend Thunder Road. Ms. Leu is aware of many conditions: signage (obtained from State AOT), safety rules, and liability insurance. The insurance is an issue as the Auxiliary is not a registered 501 C3 and is not covered by the Town insurance policy.

During discussion, it was noted that money was placed in next fiscal year's Fire Dept. budget to assist the Fire Dept. in obtaining a 501 C3 status. This would cover their annual gun raffle and the auxiliary fundraising.

Consensus is a work group (perhaps the Auxiliary, Fire Chief, Selectman, and legal counsel) should begin the process of obtaining the tax-exempt status which should include a Memorandum of Understanding outlining the purpose and activity. There is also another big Thunder Road race in the Fall (ACT Milk Bowl) and if work begins now perhaps the Auxiliary may be able to do a coin drop at this event.

USE OF CLASS 4 ROAD AS DRIVEWAY

Background: For some time the Town has had some questions about the status of the class 4 section of Old Quarry Hill Road. Research and survey work was completed this
past year. With assistance from the Town attorney and a surveyor it was determined the section of class 4 road in question belongs to Barre Town. The surveyor has staked/marked the location. An additional question was raised by a resident (MacBryde) regarding the use of this class 4 road being used as a driveway to reach her home.

The MacBryde home has been there several (maybe five) decades and she is not the original owner and did not install the current driveway which is on the class 4 road.

During the past 15 or so years, the Town has received several requests for permission to use a class 4 road (or part thereof) for a private driveway. Selectboard approval has been granted with conditions respecting the town's highway ordinance. Those conditions were provided to the Board for review prior to the meeting.

On a motion by Paul White, seconded by Mitchell, the Selectboard voted to grant Cynthia MacBryde, 19 Patch Road, Tax Map 006 Lot 018-00, permission to use a section of the class 4 Old Quarry Hill Road as the driveway to her home with the following conditions:

1. Maintenance of the road (driveway) will be her responsibility - year round;
2. If the class 4 road is used as a winter recreation trail she must provide an area for that trail;
3. The homeowner cannot prevent other people from using the class 4 road, including the section that serves as her driveway;
4. The homeowner cannot have a “Private Drive”, “Private Property”, or “No Trespassing” sign(s) at the Patch Road end of Old Quarry Hill Road;
5. The driveway permission is for the section from Patch Road to parking on her lot.

During discussion, the Town Manager stated he delivered a letter to Ms. MacBryde and she is okay with the conditions noted in the motion.

Roger and Betty Cyr were present and again expressed concerns over a roadway discontinuance mentioned in their property deed. The Cyr’s were informed that two surveys have been completed. The most recent one last fall was ordered by the Selectboard. The result is the Town still retains ownership of the road and there were no documents to support the discontinuance mentioned in their property deed. Copies of the paperwork supporting this conclusion will be sent to Mr. & Mrs. Cyr.

FIRST READING - CHANGE SPEED LIMITS

Background: The Osborne Road speed limit changes recommended by the Traffic Safety Advisory Committee (TSAC) are the product of the Selectboard questions regarding Cutler Corner Road speed limit which arose after it was paved. Cutler Corner Road speed limit is 35 mph and Osborne Road is 40 mph. TSAC is recommending the Osborne Road speed limit be lowered to 35 mph matching that of Cutler Corner Road. They are also recommending the 25mph zone at the beginning of Osborne Road be pushed out a little further.

The second part of the proposed ordinance pertains to Morrison Road. A resident raised concerns and would like it reduced from 40 mph to 35 mph.

TSAC held a public hearing on both matters and received comments favoring lowering the limits.

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to read by title only “An Ordinance of the Town of Barre, Vermont Amending Chapter 7, Section 7-61 (Speed Limits) of the Barre Town Code of Ordinances.”
Selectboard Minutes of May 23, 2017 continued:

Dan Newhall (TSAC) was present to answer any questions. Discussion focused on the Manual of Uniform Traffic Control Devices (MUTCD) standards, speed limits of connecting roads, and speed consistency. Morrison Road speed limit was reduced to help the Paquet farm stand which has quite a bit of traffic entering and exiting into the travel lanes. There have been a few close calls due to site distance and a knoll in the roadway.

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to advance the “Ordinance of the Town of Barre, Vermont Amending Chapter 7, Section 7-61 (Speed Limits) of the Barre Town Code of Ordinances” to a public hearing (second reading) on June 6, 2017. Tom White voted no.

The Selectboard took this opportunity to thank Dan Newhall for his many, many, many years of service on the Traffic Safety Advisory Committee. “It is time for some new blood. However, he will be keeping in touch and assist when called upon.”

DRAFT PERSONNEL POLICY

Background: Barre Town’s Personnel Policy is part of our Code of Ordinances. This makes it difficult to make changes as it requires a public hearing. Staff, Town Attorney, and Vermont League of Cities and Towns (VLCT) recommend that the Selectboard propose pulling the personnel policy from the Town Code and adopt it as a standalone policy.

The personnel policy does need updating per best practices. In terms of legal compliance, the Selectboard has kept the Town current by adopting standalone polices (Families & Medical Leave Act) and has adopted policies to address local concerns (e.g. summer bonus to incentivize summer helpers staying the full season), but it would be more all-user-friendly to have all personnel-related policy in one document.

To date: 1) VLCT provided the Town with a model policy and one of their HR staff reviewed the policy in our Town Code and our additional standalone policies; 2) Asst. Manager Wang drafted a revision of the Town policy by adding parts of their model missing from ours and all our standalone personnel related policies; and 3) Town Attorney Monte reviewed the revised personnel policy and made recommendations.

The draft revision is now 44 pages (47 including deletions). To facilitate Selectboard review it will be done in sections. This week is for Sections 1 – 10. The Board was provided comments from Attorney Monte and VLCT with the review packet.

Board comments included the need to define significant other/domestic partner/romantic co-habitant (keep language consistent if possible), do a little rewriting under Section 3 regarding the coverage by “separate written agreement,” verify number of hours to be considered part-time employee, reword Section 4 paragraph on acceptance of gift or gratuity, verify information for employees calling out of work for the day, and look at wordsmithing for personal smart phones being used for Town business.

MODEL CONFLICT OF INTEREST POLICY

Background: The VLCT model policy was provided for review. The plan is for discussion purposes. Content includes: financial and personal conflicts, both direct and indirect benefits, applies to both elected and appointed officials (BCA members, DRB members, key management staff, as well as Selectboard), and procedures for deciding if there is a conflict and what to do if a member or staff decides he/she has a conflict.

Due to the amount of time spent on the Personnel Policy this item will be placed on a future agenda.
Selectboard Minutes of May 23, 2017 continued:

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Paul White, seconded by Tessier, the Selectboard approved the accounts payable warrant for May 23, 2017. Nelson recused himself due to an employer conflict.

MISCELLANEOUS

On a motion by Tessier, seconded by Paul White, the Selectboard voted to approve and authorize the Town Clerk to sign a fireworks permit for Chris Sanborn, 22 Philbrook Street for an event to be held on June 2, 2017 with the standard provisions. Tom White recused himself as he will be attending the event.

On a motion by Nelson, seconded by Tessier, the Selectboard voted to approve and authorize the Town Clerk to sign a "Request to Cater Malt, Vinous and/or Spirituous Liquors" for G&J Gosselin, Inc, dba Gusto's who will be catering an event for Wilkins Harley Davidson on Tuesday, June 23, 2017 from 6:00 p.m. - 9:00 p.m.

Asst. Manager Wang informed the Board she will not be attending the meeting next week as she is on vacation. Her return date is June 6th.

ROUND THE TABLE

Paul White:
- At the last Selectboard meeting Pierre Couture stated to the Board he would be speaking to the Clark family by the end week regarding passes to access their property during the Rockfire event. He reported the Clark family has not been contacted by Mr. Couture.
- He received an email from a Town resident regarding a large tree on Cassie Street which needs to be removed. Rogers informed the Board he is aware of the tree, it is in the Town right-of-way, and has already been marked for removal.

Nelson:
- As promised, he contacted the Barre Area Development Corp and is agreeing to serve as the Barre Town Board representative on the Economic Strategy Committee.
- Enclosed in last week's meeting material there was a letter from the Veterans Council inviting Board members to march in the Memorial Day parade and asked the Town to fly our flags at half-mast on Tuesday, May 30th. Are we participating? Rogers noted that he will speak to department heads about the flags at half-mast. It is unknown if any Board members will be marching in the parade.

Tessier:
- He was pleased to read the letter from the Vermont Historical Society acknowledging the Town's donation of Town Reports dating back to 1890. These volumes will be preserved as part of the Society's Leahy Library.

Mitchell:
- The Town's Industrial Park needs more exposure. His thought is to promote the Park and businesses by holding a few televised Selectboard meetings at their respective building(s).
- Mitchell would like to get things moving on some of the unresolved Budget Committee items, especially the Library issue. More to come.
Selectboard Minutes of May 23, 2017 continued:

Tom White:
- The Library is not a department of the Town but is reflected as such on the town website. He would like to request the Library webpage be moved from the Department location to perhaps "area services."

EXECUTIVE SESSION - None

ADJOURN

On a motion by Mitchell, seconded by Nelson, the Selectboard voted unanimously to adjourn at 9:07 p.m.

______________________________   ______________________________
Donna J. Kelty, Town Clerk-Treasurer   Selectboard Chair

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Barre Town Selectboard