BARRE TOWN SELECTBOARD MEETING AGENDA
July 25, 2017

1. Call to order
2. Pledge of Allegiance
3. Consider approving agenda.
5. Announcements
6. Receive guest (for non-agenda items).
7. Department head visits: a) EMS Director; b) Planning & Zoning-Fire chief; and c) town engineer.
8. Consider approving special event permit for Fall Fire.
9. Consider approving amendment for 22 Wilson Street.
11. Discuss line painting on Cutler Corner Road.
12. Discuss plan to sell vactor.
13. Review proposed personnel policy.
15. Miscellaneous a) fireworks permit for Canadian Club on August 4th.
16. ’Round the table.
17. Executive session (real estate).
18. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
July 25, 2017

The duly warned meeting of the Barre Town Selectboard of July 25, 2017 was held at the Barre Town Municipal Building, Selectboard Room, Lower Websterville at 6:30 p.m.

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

Attendance for the regular meeting included: Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, EMS Director Chris Lamonda, Zoning & Planning Director/Fire Chief Chris Violette, Town Engineer Harry Hinrichsen, Pierre Couture, Roger Cyr, Betty Cyr, and Times Argus Reporter Eric Blaisdell.

CALL TO ORDER – The meeting was 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 Paul White, the Selectboard voted to approve the amended agenda as follows:
1. Add item 10A for the sale of an abandoned vehicle.
2. Add under item 15 an action item for the approval and authorization to sign a lease agreement with Sensus (our water meter reading software provider).

MINUTES

On a motion by Paul White, seconded by Nelson, the Selectboard voted to approve the Selectboard Meeting Minutes of July 11, 2017 with the minor grammatical and spelling changes.

ANNOUNCEMENTS

• The milling contractor has finished their work. Bikers, whether you wear leather or spandex, use caution when riding on those grooved road surfaces around town. Paving is
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scheduled to start the week of August 7th. For the paving schedule visit the barretown.org or see the yellow Mid-Summer News that came with your tax bill.

• The next Barre Town Playground ice cream social will be next Tuesday, August 1st, at 6:30 p.m. at the Wilson Street Playground in South Barre behind Hannaford's Market. The ice cream socials are free and hosted by the Recreation Board.

• If you are looking for a way to recycle your food scraps, the Wilson Depot, which is the trash and recycling center operated by Earth Waste Systems in the Wilson Industrial park, now collects them to be turned into compost. Just ask the attendant where to empty your bucket of food scraps. They will take meat, bones, fruit, vegetables, dairy, oils and fats. Please no paper products, florist flowers, or stickers like those found on fruit. For a full list of dos and don’ts for this service see the barretown.org website

• The Vermont Attorney General’s Office has launched a new system called VT Scam Alert to help protect Vermonters from scams and fraud. This service sends alerts about new scams and fraud to watch out for by text, voice, or e-mail. You can sign up by calling 800-649-2424 or visiting uvm.edu/consumer and clicking “sign up” in the VT Scam Alerts banner.

• As part of the Barre Heritage Festival, the Central Vermont Runners, and Rehab GYM are offering a 5K trail run in the Town Forest on Sunday July 30th. Registration is at the 44 Brook Street parking lot in Upper Websterville starting at 9:00 a.m. The race starts and ends near the parking area. Visit www.rehabgym.com for more information.

• Property and sewer taxes are due August 15th.

GUESTS

Roger and Betty Cyr, Fisher Road residents were present. They read a prepared letter regarding the results of a recent survey of the road. The couple has lived at the property for over 50 years and maintained a section of land which the Town owns per the recent property. They feel the right thing to do is for the Town to deed the portion of land in question to them as it has not been used/maintained as a town road. Other facts were disputed. The Manager will review the document and report back to the Board.

DEPARTMENT HEAD VISITS

Town Engineer Harry Hinrichsen: Updates were provided for road milling (done), paving to begin August 7th (weather permitting), the Engineer Intern Austin Burke is in his second year and doing well; VT Creamery is seeking sewer upgrades for large expansion, sewer flume calibrations are underway (working with Aldrich & Elliott); the Websterville Fire District bid opening is Monday, July 31st at 2:00 p.m., and he has been assisting the Police Department with the installation of a prescription drug drop box in the P.D. lobby.

EMS Director Chris Lamonda: The Selectboard were reminded of the new work schedule, increase in staff to make it work, recruitment of staff, and the pay changes for part-timers. Based on current run volume it is estimated that calls this year will be slightly below last year. Licensing for ambulance service, for a section of Brookfield has created some minor issues with the State which are in the process of being resolved. He informed the Board he will be providing a draft RFP for the purchase of new ambulance(s). This is a little different than norm in that the request will be for two ambulances one to be purchased this year and one in July 2019 (next fiscal year).

Zoning & Planning Director/Fire Chief Christopher Violette: The report began with the Zoning office. Windy Wood Housing project has been progressing providing for numerous new single-family dwellings. Fecteau Residential is in the process of developing a
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90 unit PUD off Beckley Hill which would include four new short streets. Other
development projects include a Couture project off Littlejohn Road to covert a barn to an
event center and Mike Bilodeau creating a small mobile home park off East Barre Road
behind Dollar General.

The Planning Commission has been working on zoning by-law amendments which will
be coming to the Selectboard soon. Their most recent endeavor will be to review the
Draft Comprehensive Energy Plan received from the CVRPC.

The Fire Department has a new way to track calls which makes reporting easier. He
noted some of the more major items which have transpired the past 4 months: filling pools
to raise money (water taken from quarry); trainings to include fire personnel going to
Regional Fire School; Rockfire, student education in coordination with Barre Town School;
training with Williamstown Fire Department to include the Town now being their primary
source for vehicle extrications (including on I-89); and the testing of hose (over 17,000
feet was tested). Violette noted that some 800 feet of 2” hose will need to be replaced
due to age so there will be changes to the hose budget in the next fiscal year budget
request. He thanked Wilkins-Harley Davidson for the use of their large parking lot to
accommodate the fire hose testing. The School parking lot was unavailable due to paving.

FALL FIRE SPECIAL EVENT PERMIT

Background: Fall Fire is a scaled back version of Rockfire. The event will take place
on September 23, 2017 at the Millstone Lodge property and town forest. Pierre Couture
and others are organizing this as a fund raiser for the Boy Scout statue project. The
Board will discuss the Town’s involvement regarding public safety (police, and possibly fire)
and the waiver of fees. The fire walk will cross Littlejohn Road. They have currently
asked for one police officer and to have Littlejohn Road closed from 6:00 p.m. - 11:00 p.m.
Discussions are still ongoing with the lead sponsor and who is providing the insurance
coverage.

Pierre Couture was present. He confirmed the event time, road closure time, one
police officer and did not feel fire personnel was needed as there were no large fires.
During discussion, he stated having a tanker truck present might not be a bad idea. He will
meet with the Police and Fire Chiefs for more discussion. Norwich Cadets will be helping
with parking. However, it is still unclear who will be providing the insurance binder.
Attendance is estimated to be around 400.

Mr. Couture also informed the Board there will be another fund raiser on August 27
thru 28th - a Community Yard/Sidewalk Sale. Maps will be distributed showing where
these sales are located. For $10 your event can be placed on the map and for $25 you can
rent a space in the City. 100% of the proceeds will go to the Scout Statue project.

By consensus, the Board will not approve a special event permit until the Police and
Fire Chiefs have issued their notice of compliance, have an insurance binder, and the Clark
family on Littlejohn Road has been notified, by the end of next week, of the September
event.

LEASE AMENDMENT - 22 WILSON STREET

Background: Susan Uthmann is currently leasing the 22 Wilson Street building from
the Town of Barre. She would like to change the use of the facility and has receive
Planning Commission and zoning approval to use the property for the direct sales clothing
business. Town Attorney Monte advises that Section 5.A of the Lease Agreement needs
to be amended (said amendment provided to the Board for review prior to the meeting).
Ms. Uthmann is current on her rent.
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Contract language, Section 15, Right of Entry was discussed. When the premise was being used as a daycare it was understandable that Landlord (Town) entry would be limited to occur outside normal business hours (except in an emergency). With the new “use” the Board feels the language in this section should be rewritten so the Town will not have to incur overtime charges for repairs which could easily take place in the normal workday.

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to approve the lease amendment, as presented, to the August 26, 2016 Lease Agreement with Susan Uthmann for the 22 Wilson Street building, to authorize the Town Attorney to draft language to amend Section 15 as discussed during this meeting, and to authorize the Town Manager to sign said document.

SALE OF POLICE CAR

Background: The Town has received the new Ford Taurus police car. However, the late arrival meant it is too late to sell at the state auction. The 2014 Crown Vic with 54,515 miles was listed on GovDeals auction website (in good condition). Bidding closed at 8:00 p.m. on Monday July 24, 2017.

The Town has used this auction website to sell the Fire Dept. Hummer and ambulance with success. This is the first police car to be sold. The last one the Town sold at state auction netted $5,800. The reserve price (high and low) was set based on research information by Shop Foreman Mike Martel.

On a motion by Nelson, seconded by Paul White, the Selectboard voted to award the sale of the 2014 Ford Taurus police car to Steve Boyd, through GovDeals.com for the purchase price of $10,550.00.

SALE OF ABANDONED VEHICLE

The Manager informed the Board the Town has taken title to an abandoned 1998 Ford Ranger. It was unclear whether the vehicle will run as there is no ignition key. To install a used/new ignition switch would cost money. The Town has a buyer for the vehicle “as is” in the amount of $150.00 and is seeking authorization to sell.

On a motion by Paul White, seconded by Mitchell, the Selectboard voted to sell the 1998 Ford Range truck to Tom Bailey for $150.00 and authorize the Manager to sign the necessary abandoned vehicle paperwork for said sale.

LINE PAINTING ON CUTLER CORNER ROAD

Background: In March 2016 the Traffic Safety Advisory Committee (TSAC) made a motion to recommend line striping (center and side lines) on Cutler Corner Road. However, the Selectboard tabled action on the item until the speed limit issue could be resolved. It has been resolved and Board member Paul White asked that the item be placed on the agenda. The Manager provided costs for painting both sets of lines (yellow center and white side lines).

On a motion by Paul White, seconded by Mitchell, the Selectboard voted unanimously to take the "line painting on Cutler Corner Road” off the table (original motion made on April 5, 2016).

Discussion focused on the difficulty in drivers navigating a newly, very dark, paved road with no markings and public safety.

On a motion by Paul White, seconded by Nelson, the Selectboard voted unanimously to agree with the recommendation made by the Traffic Safety Advisory Committee during their March 16, 2016 meeting and authorize the Manager at the next available opportunity to paint the yellow center and white side lines on Cutler Corner Road.
SALE OF VACTOR - DISCUSSION

Background: The Town will be receiving the new vactor in two months or less. Discussion is to prepare for selling our 2001 vactor. The DPW Superintendent has heard of 3 people/companies that are interested in buying this piece of equipment. Our vactor, according to the vendor, say our machine is in good condition and we could sell it for close to $50,000. The Town has a couple of options: 1) Try advertising the sale including notifying the interested parties and take sealed bids, or 2) Place it on GovDeals.com (equipment auction site).

Dialog on the topic was the Board felt both options were viable and liked the idea of selling to a Town that could use it. However, considering the purchase price of new one they want to get a fair price for the used machine.

On a motion by Tessier, seconded by Nelson, the Selectboard voted to instruct the Manager to place the 2001 vactor on GovDeals.com for sale; to place a sales ad which will include directing interested parties to the GovDeals.com; and to notify/provide the 3 people/companies with information regarding the auction website.

REVIEW PERSONNEL POLICY

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to postpone discussion this item to the August 8, 2017 meeting.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Paul White, seconded by Tessier, the Selectboard voted to approve the weekly accounts payable warrant for July 18, 2017. Nelson recused himself due to an employer conflict.

On a motion by Paul White, seconded by Tessier, the Selectboard voted to approve the weekly accounts payable warrant for July 25, 2017. Nelson recused himself due to an employer conflict.

On a motion by Paul White, seconded by Tessier, the Selectboard voted to approve the Nelson Hardware invoice dated June 21, 2017 for $66.37 and the invoice dated June 22, 2017 for a $10.00 credit. Nelson recused himself due to an employer conflict.

MISCELLANEOUS

On a motion by Paul White, seconded by Nelson, the Selectboard voted to approve and authorize the Town Clerk to sign a firework permits with the standard conditions for the Canadian Club, 414 East Montpelier Road to hold a display on August 4, 2017 with a rain date of August 18, 2017.

LEASE WITH SENSUS

The Town of Barre uses the Sensus software for reading water meters. Upgrades have been made to water meters allowing for "radio reads" (ability to read water meters using a radio frequency). Part of the upgrade includes assigning Barre Town a radio frequency to use. Sensus owns radio frequencies and as part of the software upgrade will assign one for our use. To use the radio frequency a "Lease Agreement" must be signed.

On a motion by Nelson, seconded by Paul White, the Selectboard voted unanimously to authorize the Town Manager to sign the Lease Agreement with Sensus for use of a radio frequency for the water system software.

ROUND THE TABLE
Selectboard members were reminded that the next meeting on August 8, 2017 will take place at SB Electronics. The meeting on August 22, 2017 will be held at Old Route Two Spirits. Both places are in the Wilson Industrial Park, just across the road from the Barre Town School.

**EXECUTIVE SESSION**

On a motion by Mitchell, seconded by Paul White, the Selectboard found that premature general knowledge would put the Town at a substantial disadvantage.

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to go into executive session at 9:40 p.m. to discuss real estate matters and contracts.

On a motion by Paul White, seconded by Nelson, Selectboard voted to come out of executive session at 10:08 p.m.

**ADJOURN**

On a motion by Paul White, seconded by Tessier, the Selectboard voted to adjourn at 10:08 p.m.

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Donna J. Kelty, Town Clerk-Treasurer  Selectboard Chair

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Barre Town Selectboard