BARRE TOWN SELECTBOARD MEETING AGENDA
August 8, 2017
Held at SB Electronics, 81 Parker Road

1. Call to order 6:30 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
5. Announcements
6. Receive guest (for non-agenda items).
7. Presentation from President of SB Electronics.
8. Consider selecting lease finance company for purchase of vactor unit
9. Receive recommended zoning by-law amendments and decide course of action.
10. Consider approving ambulance bidding specification for one ambulance in FY 17-18 and one ambulance in FY 18-19.
11. Review proposed personnel policy.
12. Consider voiding sale of former water truck.
14. Miscellaneous a) fireworks permit for 118 Phelps Road on Sept 3, and any other permits.
15. ’Round the table.
16. Executive session (contract and real estate).
17. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
August 8, 2017

The duly warned meeting of the Barre Town Selectboard of August 8, 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, W. John “Jack” Mitchell and Rolland Tessier. Bob Nelson was absent.

Attendance for the regular meeting included: Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, SB Electronics representative Ed Sawyer, 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 Miscellaneous #14, approval and authorization to sign a Request to Cater Permit for Cornerstone Pub for an event to be held at the Harley-Wilkins business on South Barre Road, Saturday, August 12, 2017.

MINUTES

On a motion by Paul White, seconded by Mitchell, the Selectboard voted to approve the Selectboard Meeting Minutes of July 25, 2017 with the minor grammatical and spelling changes. Nelson was not present for the vote.
ANNOUNCEMENTS

- Paving began this week. Through August 18th, continue to plan for possible delays on Graniteville Road, Baptist Street, and Websterville Road.

- There will be a vacancy on the Planning Commission as of September 1st for a term expiring May 31, 2018. This commission meets every third Wednesday of the month at 7:00 p.m. See the Planning Commission page at barretown.org for more information on duties and responsibilities. Town residents interested in serving are invited to submit a letter of interest to the Town Manager's Office by September 21, either to offices@barretown.org or to PO Box 116, Websterville, VT 05678.

- The Manager stated there is also a vacancy on the Development Review Board. The term will expire on May 31, 2018 and letters of interest will be due on September 21st. For more information on the meeting times and duties see the Development Review Board page at barretown.org.

- The last Barre Town Playground free ice cream social of the summer is next Tuesday, August 15th at the Upper Graniteville Playground on Park Street. Hosted by the Recreation Board.

- Property tax and sewer bills are due on August 15th. You can choose the payment method most convenient for you: by check in the regular mail, in person at the Clerk's office, online (www.barretown.org/payments), from your mobile device, or via direct debit. See the homepage announcement item for instructions for each payment method. Be sure to read the helpful hints when paying online.

- Food scraps can now be dropped off at the transfer station in the Wilson Industrial Park. More information on what is accepted is on the Town webpage.

- The next Barre Town Selectboard meeting will take place at Old Route Two Spirits on Pitman Road in the Wilson Industrial Park.

GUESTS

The Wilson Industrial Park is approximately 55 acres of good land available for industrial and business development. The Park boasts modern and convenient infrastructure, including rail service. It is currently home to a diverse and successful collection of 14 businesses. The Town is proud to host these employers and would like to welcome even more. If you are interested contact the Town offices at 802-479-9331 or Barre Area Development at 802-476-0660. The Selectboard will be holding a few of our regular meetings at the businesses in the Wilson Industrial Park to give the public an opportunity to get to know these neighbors better. Tonight, the Selectboard is showcasing SB Electronics.

Ed Sawyer, President of SB Electronics, stated the building/business expansion was funded by the Department of Energy, State of Vermont, and Barre Town. It is a world class 50,000 square foot building with 35,000 square feet being used for production, has climate controls, and clean rooms which are needed for the production of specialized alternative energy parts.

SB Electronics parts are customarily not visible to the consumer. These parts are components used in larger off shore wind projects, solar and large utility projects - such as high voltage plants, and use in electric buses. The market is more global than local. They sell/partner with companies like GE, Dynapower, and Siemens as well as working with other countries (China, Germany, and Japan). One-third of the sales are outside the United States.
LEASE-FIANCING - VACTOR UNIT

Background: The new Sewer Vactor should be ready for delivery in early to mid-September. The truck cab and chassis cost $116,920 (with warranty). Using the $100,000 of Sewer Fund cash balance designated by the Selectboard plus an additional $16,920 from the Sewer Fund the truck chassis is paid for. The vactor unit costs $292,909 which is to be financed. A request for proposal for municipal lease financing (6-year term with first payment made upon closing) was sent to seven companies on July 17th. Three proposals were received (Municipal Leasing Consultants, Tax-Exempt Lease Corp, and Municipal Leasing Credit Corp). Municipal Leasing Consultants (MLC) were the low bidder at 2.39% and an annual payment of $51,745.44 per year. Second low bidder was Tax-Exempt Lease Corp at 2.69% and an annual payment of $52,114.15 per year. The difference between the two bidders is $369 per year.

On a motion by Paul White, seconded by Tessier, the Selectboard voted to select Municipal Leasing Consultants, Grand Isle, VT to provide municipal leasing financing for the sewer vactor. Nelson was not present for the vote.

ZONING BY-LAW AMENDMENTS

Background: The Planning Commission has prepared some zoning by-law amendments which they have been working on for some time. In accordance with statute the Selectboard must hold a public hearing on the proposed amendments between 15 - 120 days after it is submitted to the Selectboard. The Board is following the process to amend an ordinance. This item is to discuss whether or not to informally hear the revision prior to the public hearing process.

On a motion by Michell, seconded by Tessier, the Selectboard acknowledges by this action the receipt of the Zoning By-law amendments. Nelson was not present for the vote.

Consensus of the Board is to have an overview of the proposed amendments prior to the first public hearing. Said review will be on the August 22nd meeting agenda.

AMBULANCE BIDDING SPECIFICATIONS

Background: The 5-Year Equipment Plan calls for the purchase of one ambulance in FY 17-18 and one in FY 18-19. EMS Director Chris Lamonda has bidding specifications for the 17-18 ambulance almost complete. His plan and specs call for trading-in an ambulance as part of the purchase. The purchase specs include the Stryker power load system and cot. Equipment plan cost estimates for the 2 ambulances are $122,000 and $124,000.

The EMS Director believes the Town will get lower bids if the contract is for two ambulances. The first ambulance would be accepted as soon as possible (hopefully in 90 days). The second ambulance would be accepted in July 2018.

Discussion focused on how comfortable the Selectboard is with obligating the FY 18-19 Equipment Fund to buy an ambulance for about $125,000. Consensus is that with the purchase already being in the 5-year plan they are okay and do not feel the Budget Committee will have objections if it means a better price.

On a motion by Paul White, seconded by Tessier, the Selectboard voted to authorize the Town staff to prepare the RFP for ambulances with the provision of asking for pricing
Selectboard Minutes of August 8, 2017 continued:

on both options: 1) purchase price for one ambulance; and 2) purchase price for two ambulances – one delivered this year and one delivered next fiscal year.

CONTINUE REVIEW OF PROPOSED PERSONNEL POLICY

Background: The Assistant Town Manager, Elaine Wang, has been reviewing over many Selectboard meetings, sections of a proposed personnel policy. This week covers Employee Insurance Benefits, and Benefits for Part-Time or Seasonal Employees.

Once again definitions were high priority to ensure consistency. The Selectboard agreed they should revisit the full-time seasonal holiday/time-off policy and it will be placed on a future agenda for discussion.

VOIDING SALE OF FORMER WATER TRUCK

Background: During the July 11, 2017 meeting the Board approved the sale of the 1989 water truck (just cab and chassis) to Todd Newton at the price of $800, provided he pay for and remove the truck by July 31st. The DPW garage contacted and left a message with no response.

On a motion by Paul White, seconded by Tessier, the Selectboard voted to void the July 11, 2017 motion authorizing the sale of the 1989 International truck (#57) to Todd Newton for $800.00. Nelson was not present for the vote.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Tessier, seconded by Mitchell, the Selectboard voted to approve the weekly accounts payable warrant for August 1, 2017 and August 8, 2017. Nelson was not present for the vote.

MISCELLANEOUS

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to approve and authorize the Town Clerk to sign a firework permits with the standard conditions for Scott Lamberti, 118 Phelps Road to hold a display on September 3, 2017. Nelson was not present for the vote.

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to approve a "Request to Cater Malt, Vinous and/or Spirituous Liquors" for Cornerstone Burger Co., dba Cornerstone Pub & Kitchen, for a company party to be held at 663 South Barre Road (Harley-Wilkins) on Saturday, August 12, 2017, 10:00 a.m. - 4:00 p.m. Nelson was not present for the vote.

Rogers distributed a draft letter from Attorney Monte responding to Roger and Betty Cyr’s comments on the recent town survey regarding property abutting theirs. Mitchell stated this Board has done due diligence in resolving this dispute but will not support anything after this letter which responds to their letter to the Selectboard – in his mind it is resolved. Consensus of the Board is they will read the letter and provide verbal comment/okay to the Manager within a couple of days.

ROUND THE TABLE - None

EXECUTIVE SESSION

On a motion by Paul White, seconded by Mitchell, the Selectboard found that premature general knowledge would put the Town at a substantial disadvantage. Nelson was not present for the vote.
Selectboard Minutes of August 8, 2017 continued:

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to go into executive session at 7:58 p.m. to discuss real estate matters and contracts. Nelson was not present for the vote.

On a motion by Mitchell, seconded by Tessier, Selectboard voted to come out of executive session at 8:59 p.m. Nelson was not present for the vote.

ADJOURN

On a motion by Paul White, seconded by Tessier, the Selectboard voted to adjourn at 8:59 p.m. Nelson was not present for the vote.

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Donna J. Kelty, Town Clerk-Treasurer  Selectboard Chair

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Barre Town Selectboard