BARRE TOWN SELECTBOARD MEETING AGENDA  
October 24, 2017

1. Site Visit: Carpenter Lane next to school off Websterville Rd.  6:00 p.m.
2. Call to order  6:30 p.m.
3. Pledge of Allegiance
4. Consider approving agenda.
5. Consider approving minutes from meeting of October 17, 2017.
6. Announcements
7. Receive guest (for non-agenda items).
8. Consider provisional acceptance of new town street (Carpenter Lane).
9. Presentation of town emergency management function.
11. Discuss water engineer proposals.
13. Miscellaneous: including permits and licenses (if any).
14. 'Round the table.
15. Executive session (if needed).

BARRE TOWN SELECTBOARD MINUTES  
October 24, 2017

The duly warned meeting of October 24, 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, Bob Nelson, and Rolland Tessier.

Attendance for the regular meeting included: Town Manager Carl Rogers, Town Clerk-Treasurer Donna Kelty, and Ken Carpenter.

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 Nelson, seconded by Tessier, the Selectboard voted to approve the agenda as presented.

MINUTES

On a motion by Tessier, seconded by Nelson, the Selectboard voted to approve the Selectboard Meeting Minutes of October 17, 2017 with the minor grammatical and spelling changes.

ANNOUNCEMENTS

• The lawn waste site on Holden Road has extended hours into early November. It is open to receive your leaves and brush Mondays 3:00 p.m. to 6:00 p.m., Wednesdays 3:00 p.m. to 6:00 p.m., Thursdays 9:00 a.m. to Noon, and Saturdays 8:00 a.m. to Noon.

• A draft of the updated Town of Barre Hazard Mitigation Plan is now available from the town homepage (www.barretown.org). The Plan focuses on natural hazards and how to reduce our risks in the event of storms, flooding, and the like. We welcome public input to improve the plan. Send comments to crogers@barretown.org; or mail to Town of Barre, PO Box 116, Websterville, VT 05678, or drop in the night deposit box located at the front of the Municipal Building.
Selectboard Minutes of October 24, 2017 continued:

- Pick up your free radon test kit now through November 17th. Easy-to-follow instructions are included to help you test your home for radon, a leading cause of lung cancer. Radon test kits are now available at the Town Clerk’s Office 8:00 am - 4:30 pm, the Cancer Center at Central Vermont Medical Center, or if you’re a parent of a Barre Town School student- the Barre Town School Office from 8:00 am to 3:30 pm on school days. For more info see the town website.

- It may be hard to imagine now, but the winter on-street parking ban starts November 1st. That means parking on public streets will be prohibited between 11:00 p.m. and 7:00 a.m. until April 1st to allow streets to be plowed in case it snows.

GUESTS - None

CARPENTER LANE - PROVISIONAL ACCEPTANCE

Background: Prior to this meeting the Selectboard inspected the road in accordance with the Town Code of Ordinances, Section 6-51 to Section 6-60. Should the Board choose to accept the road it would be provisional for one year. During this provisional period the Town will perform only winter maintenance. During the year Mr. Carpenter can get the deed ready and approved for signatures, pay the fee for signs, install monument pins, provide the as-built drawings, complete shoulder work, and correct any pavement deficiencies the Board may have observed during their site visit - all to be completed within the next 12 months. The Manager noted the Board will also have to accept the road name - Carpenter Lane - which does not conflict with any other town road names.

On a motion by Nelson, seconded by Tessier, the Selectboard voted to grant provisional acceptance of Carpenter Lane for one-year, during which the developer must satisfy requirements for the following:

- Install property pins outlining the road and turnaround
- Provide utility as-built drawings and marking the end of the water and sewer pipes
- Provide a deed for final acceptance of the road
- Correct any road pavement and/or deficiencies
- Correct the turnaround if necessary (too short)
- Correct the two basins to receive surface water
- Pay for stop and street name signs and posts.

On a motion by Nelson, seconded by Tessier, the Selectboard voted to name the new street located just east of the Barre Town School, as provisionally accepted above, “Carpenter Lane.”

TOWN EMERGENCY MANAGEMENT FUNCTION

This item was removed from the May 30, 2017 agenda due to only three members being present. The Town has an emergency management ordinance (Chapter 3, Civil Defense of the Town Code). For the newer members, and as a refresher for the more seasoned members, the Manager provided information on the Town's Emergency Management operation noting the following:

- Emergency Management function is to coordinate and support the various departments within the Town.
- The Manager is the Emergency Management Director and Jack Mitchell is the Emergency Management Chairman (Department Head).
- Staffing includes all Barre Town employees (do work comparable to their normal duties) and volunteers as need. The Selectboard will kept informed by the Director but are free to sign up as volunteers.
- Department Heads/Management have been working on ensuring all facets of the EOC are functioning (Resource lists, radios and phones work, etc.)
Selectboard Minutes of October 24, 2017 continued:

- The Town will be using the Police Department ID system to produce Town identification tags as well as for volunteers.
- An upcoming newsletter article will speak to Emergency Management and finding someone to hold the position of “Volunteer Coordinator.” Once filled recruitment for volunteers will begin.
- Utilize the Vermont Alert system.
- Discussion on generators, current inventory, needs, and how to finance.

SALE OF 2001 STERLING SEWER VACUUM

Background: Govdeals.com bidding for the sewer vactor closed at 8:00 p.m. on Wednesday, October 18th. The high bid of $68,027.77 is from Ludlow Construction of Ludlow, MA. The bid is more than the reserve price approved by the Selectboard which is good news. Prior to bidding the company came to Barre Town to inspect the vactor.

On a motion by Nelson, seconded by Paul White, the Selectboard voted to award the sale of the 2001 Sterling Sewer Vactor Cleaning truck, via Govdeals.com to Ludlow Construction, Ludlow, MA, for the price of $68,027.77.

WATER ENGINEER PROPOSALS

Background: The Town’s outside water engineer (Lance Phelps) has retired. As a result, RFPs were sent out to 5 pre-selected firms. Staff evaluated/scored the bids. Board members were provided with a memo prior to the meeting outlining the staff results. The plan is to have the Selectboard decide how they want to proceed with interviews: 1) in front of full Selectboard in public meeting; or 2) have one or two Selectboard members interview firms with Town staff.

Consensus of the Board is to interview two firms (Otter Creek Engineering and Aldrich & Elliott). The interviews will be scheduled for the first two weeks of November (7th and 14th), the Manager will supply the Board with copies of the proposals and the staff scoring worksheets for each firm.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Paul White, seconded by Nelson, the Selectboard voted to approve the weekly accounts payable warrant for October 24, 2017.

MISCELLANEOUS – None

ROUND THE TABLE

Mitchell found it very interesting that our legislators (LaClair and McFaun) would be attending the meeting on Halloween – wonder what costume they will be wearing?

Paul White stated a sentence was “left hanging” in the Managers notes regarding water leaks. Rogers provided the missing information.

Nelson stated he may be late next Tuesday due to the dispensing of “trick or treat” goodies at his business. Earlier in the meeting he stated he would not be present for the November 14, 2017 Selectboard meeting due to another commitment.

EXECUTIVE SESSION – None

ADJOURN
Selectboard Minutes of October 24, 2017 continued:

On a motion by Nelson, seconded by Tessier, the Selectboard voted to adjourn at 7:50 p.m.

Donna Kelty, Town Clerk-Treasurer

Selectboard Chair

Barre Town Selectboard