BARRE TOWN SELECTBOARD AGENDA
November 24, 2015

P.I.O.T. Budget report reviews 6:30 p.m.
1. Call to order 7:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from November 10 and 17, 2015 meetings.
5. Announcements
6. Receive guests (for non-agenda items).
7. Discuss recreation matters.
8. Consider approving 5-Year Building Plan.
9. Consider approving VLCT’s Health Insurance Advisory Services Agreement.
10. Consider authorizing signing of VT AOT Structures (bridges and culvert) Grant Agreement for Peloquin Road culvert.
11. Discuss meeting with VT AOT regarding Rout 63 paving.
12. Consider approving weekly accounts payable warrants.
13. Miscellaneous- including any licenses and permits.
14. “Round the table”
15. Executive session: (labor contract negotiations).

BARRE TOWN SELECTBOARD MINUTES
November 24, 2015

The duly warned meeting of the Barre Town Selectboard of November 24, 2015 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 7:00 p.m.

The following members were in attendance: Jeff Blow, Rolland Tessier, Rob LaClair, W. John “Jack” Mitchell, and Tom White.

Attendance for the regular meeting included: Town Manager Carl R. Rogers, Town Clerk-Treasurer, Donna J. Kelty, Recreation Board Chair Douglas Farnham,

CALL TO ORDER - The meeting was called to order at 7:00 p.m.

The PLEDGE OF ALLEGIANCE was recited by those present.

CHANGES TO THE AGENDA MINUTES

On a motion by Tessier, seconded by LaClair, the Selectboard voted to approve the agenda as written.

MINUTES

On a motion by White, seconded by Tessier the Selectboard voted unanimously to the Selectboard meeting minutes of November 10, 2015 with the following corrections:

Page 4, Purchase of Front-End Loader, 4th paragraph, third line, delete the word consensus and insert majority.

On a motion by Tessier, seconded by White, the Selectboard voted unanimously to approve the Selectboard meeting minutes of November 17, 2015 with the following corrections:

Page 1, Executive Session (1), first paragraph: add the sentence at the end “White was not present for the vote.”;

Page 3, first paragraph, insert the word “that between those and worked; and
Page 6, third paragraph, delete the word Jack and insert the word “Mitchell.”
ANNOUNCEMENTS

1. The newsletter is in the mail or already was delivered to your mail box. The newsletter includes articles about winter sand, project updates and budget committee members. Please take a few minutes to check the articles and read those of interest.

2. The steep gravel section of Sterling Hill Road will be closed for the winter when weather and road conditions make it unsafe for travel. When the road is closed a sign will be posted at the intersection of Sterling Hill Road and Quarry Hill Road. Watch for the sign.

3. The days are short now. More people are walking or running in the dark before or after their work day. We recommend all pedestrians use a flashlight and reflective vest or jacket if walking or running in the dark. Pedestrians should be on the left side of the road.

4. Another road safety note…drivers use your headlights, even during the day. It is difficult for other drivers to see oncoming traffic when looking into the bright sun sitting low in the sky. Your headlights can help other drivers see you.

5. We are accepting letters of interest from South Barre residents interested in serving on the Phoenix House Community Relations Working Group, in other words, Committee. The Working Group meets quarterly for about an hour. Other people attending the meetings are the Police Chief, Town Manager, a Selectman, Phoenix House staff, and a state employee. Contact the Town Manager’s office (479-9331) or one of us if interested or with questions.

GUESTS- None

RECREATION MATTERS

Background: On November 10th, Recreation Board Chair, Douglas Farnham, informed the Selectboard that he would like to have a discussion about forest and recreation business. He noted that perhaps the recreation division and forest had too many responsibilities for the Recreation Board to handle. Now might be the time to split off Forest management from the Recreation Board’s responsibilities. Other items noted during that meeting was ways to raise money for the forest and to possibly have the Recreation Board be a true commission and have its own money.

Prior to the meeting the Manager provided the Selectboard with the Recreation Department budget (revenue and expenses) to review.

The Board discussing several topics to include designating of funds so as not to burden taxpayers; expanding future use of forest to include making it self-sufficient; educating the variety of users (safety); reviewing the Recreation Use of Facility Agreement with Barre Town School; and contacting schools to see if Forest can be used for classroom instruction.

It was noted that having the Cemetery/Recreation Crew helping with the many projects was extremely beneficial. However, toward the end of the season there was still a lot of work to do. Playing field use/scheduling was discussed noting the possibility of creating a subcommittee to handle some of the preliminary work for the Recreation Board. Fundraising projects were briefly noted.

Blow stated he does have concerns with having the Town Forest as a stand alone department. He recognizes the Forest is a big piece of our economic arsenal. However, he
also recognizes the importance of conservation and sharing the forest. Splitting the two departments could lead to more preserving than sharing or vice versa.

**5-YEAR BUILDING PLAN**

**Background:** Every year the Town has several 5-year plans which are updated. These plans are an integral part of preparing the proposed municipal budgets. This year the Department heads provided input and review of the Building Plan on several occasions. The plan lists the various building needs which are divided by Departments. Not all budget needs will be the 16-17 budget.

Changes for this year include: 1) items in Year 5; 2) year 1 - reduced South Barre Fire bay lighting $1,055 because some of the planned work had to be done already; and 3) Year 3 - Reduced DPW Garage wall insulation by $25,000 (leaving $25,000) and adding $25,000 for DPW Shop roof work. The only mention/request not included is the paving of the apron in front of the East Barre Fire Station bay doors.

**On a motion by Mitchell seconded by Tessier, the Selectboard voted unanimously to approve the 5-Year Building Plan for FY 2016-2017 to FY 2020-2021.**

**VLCT HEALTH INSURANCE ADVISORY SERVICES AGREEMENT**

**Background:** Prior to the federal Affordable Care Act (ACA or Obamacare) and the State's health exchange law, the Town was a member of VLCT's Health Trust. The Town bought health insurance through the trust (except the few years the Trust contracted with Cigna). The premium paid to Blue Cross provided some money to the VLCT to offer services. Under the new laws VLCT does not receive any money. VLCT has partnered with Hickok Boardman, which is a broker. VLCT is doing the leg work. To generate money to cover costs from offering health insurance services to members, VLCT proposes this Health Insurance Advisory Services Agreement for a fee.

The fee is $500 per year plus $15 per month per employee on the Town's health insurance. Based on current census, this would be 39 employees on Town health insurance next year or $585 per month, equaling $7,520 per year [$500 base + $7,020 (12 x $585)].

Services provided include:
- Advice about health insurance.
- Providing plans (the legal IRS acceptable document) for our health savings account plan, the health reimbursement account plan, and flexible spending account plan.
- Administer H.S.A. and H.R.A.
- Help with ACA reporting.
- Employee meetings at open enrollment and during contract negotiation(s).
- Assistance with enrollment changes.
- Bulletins and information in other forms on health insurance related legal issues – COBRA, HIPAA, Section 125 and others.

The agreement is for one “calendar” year and can be terminated with 60 days notice with or without a reason. It can be ended in 30 days for cause.

The Town Manager informed the Selectboard the savings in health insurance premiums will cover this cost. Retaining these services will negate the need to seek employee benefit admin assistance elsewhere – thus avoiding that cost.

**On a motion by LaClair, seconded by Mitchell, the Selectboard voted unanimously to approve the VLCT Health Insurance Advisory Services Agreement and to authorize the Town Manager to sign the agreement.**
SIGN VT AOT STRUCTURES GRANT AGREEMENT - PEOLOQUIN ROAD

Background: The Town was awarded a Structures (bridges and culverts) grant last spring. The $175,000 grant is for the Peloquin Road culvert. The grant agreement needs to be signed.

On a motion by White, seconded by Tessier, the Selectboard voted unanimously to authorize the Town Manager to sign the VT AOT Structures Grant Program Agreement #BC1700 for the Peloquin Road culvert project.

MEETING WITH VT AOT REGARDING ROUTE 63 PAVING

Background: Accepting an offer in a letter notifying the Town that Route 63 was being repaving the Selectboard asked the Manager to set up a meeting with the project managers to gather more information. The person writing the letter directed the Manager to Jonathan Harrington at AOT. The two main subjects of concern were re-stated to Mr. Harrington. 1) Mr. Harrington noted that AOT is adding a left turn arrow to the traffic signal on Route 63 at Route 14. The Middle Road side of the light, however, does not warrant a left turn arrow he said. 2) There are no plans for changes to the Miller Road intersection, and the pavement markings would be re-painted as they are now. The Selectboard is being asked if they still want the project managers to come to a meeting.

The Board agreed to ask the Police Department for accident report information on the before and after intersection changes. Once this information is in hand then invite someone from Traffic Operations (not those involved in this paving project).

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Tessier, seconded by LaClair, the Selectboard voted to approve the accounts payable warrant for November 24, 2015.

MISCELLANEOUS - None

'ROUND THE TABLE

Mitchell stated he may be late for next week’s board meeting.

LaClair noted that Legislature will be reconvening in January. If anyone has issues or feedback for the upcoming session be sure to let him know.

Blow noted the email regarding holding another bike race in Barre Town. The organizers are looking for feedback. This will be placed on the next meeting agenda.

EXECUTIVE SESSION

On a motion by Mitchell, seconded by White, the Selectboard voted to find that premature general public knowledge would place the Town at a substantial disadvantage with regards to legal and labor contract negotiations.

On a motion by Tessier, seconded by LaClair, the Selectboard voted to go into executive session for legal and labor contract negotiations at 8:55 p.m.

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to come out of executive session at 9:17 p.m.
Selectboard Minutes of November 24, 2015 continued:

ADJOURN

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to adjourn at 9:17 p.m.

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Donna J. Kelty, Town Clerk-Treasurer  Selectboard Chair

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Barre Town Selectboard