

# BARRE TOWN SELECTBOARD MEETING AGENDA

December 5, 2017

1. Call to order 6:30 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of November 21 and 28, 2017.
5. Announcements
6. Receive guest (for non-agenda items).
7. Presentation from Executive Director of Central Vermont Economic Development Corp.
8. Consider adopting Social Security Number Privacy Policy.
9. Consider authorizing signing of grant agreement amendment for the East Barre Sidewalk project.
10. Consider approving and signing Structure Grant Request for Reimbursement for the Pelouin Road culvert project.
11. Consider approving weekly accounts payable warrant for December 5, 2017.
12. Miscellaneous: a) fireworks permit for Campos, Cutler Corner Rd.; b) other including licenses and permits.
13. 'Round the table.
14. Executive session (contract, personnel).
15. Adjourn.

## BARRE TOWN SELECTBOARD MINUTES

December 5, 2017

The duly warned meeting of December 5, 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, Rolland Tessier, and Bob Nelson.

Attendance for the regular meeting included: Town Clerk-Treasurer Donna Kelty, Assistant Town Manager Elaine Wang, Jaime Stewart, and Times Argus Reporter Eric Blaisdell.

**CALL TO ORDER** - The meeting was called to order at 6:31 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 accept the meeting agenda with the following change:*

- *Item 12, Miscellaneous, add an item for authorization to purchase a police vehicle through the State of Vermont contract.*

### MINUTES

*On a motion by Nelson, seconded by Tessier, the Selectboard approve the Selectboard meeting minutes of November 21, 2017 with the minor spelling and grammatical changes made by the Clerk and to add more details under the section "Interview Water Engineer Candidate" on page 2.*

*On a motion by Nelson, seconded by Tessier, the Selectboard voted to approve the Selectboard meeting minutes of November 28, 2017 with the minor spelling and grammatical changes made by the Clerk.*

## ANNOUNCEMENTS

- If you need a 2018 calendar or stocking stuffers, and like dogs, consider purchasing a Town of Barre Community Dog Park calendar. 100% of the \$15.00 cost will go to developing the dog park. Calendars may be purchased at the Barre Town Clerk's Office, Last Time Around Antiques, or Maria's Bagels. Cash or check only.
- If you are a pickleball enthusiast, a group of private individuals hosts pickleball play in the Barre Town School gym on alternating Saturdays and Sundays from 9:30 a.m. to 12:30 p.m. December dates are the 9<sup>th</sup>, 17<sup>th</sup> and 30<sup>th</sup>. Paddles and balls are available. Do bring a water bottle. Stay tuned for January dates.
- If you are looking for a meaningful way to engage in your community, we have a variety of opportunities to appeal to many different skills and interests! Interested in economic development or the environment of the town? We need a Development Review Board Alternate for a term through May 31, 2018. Want to help keep our neighbors safe and healthy? We are looking for a Town Health Officer beginning January 1. Like to pitch in during emergencies like that windstorm we had a couple of weeks ago? Consider the emergency management volunteer coordinator position. Do you want to ensure that your local tax dollars are spent wisely? It is that time of year where we seek Budget Committee members to serve between the last Tuesday of January through the last Tuesday of March. More information about all these roles, how to apply, can be found on the town homepage at [www.barretown.org](http://www.barretown.org) under the Timely Announcements section or in the November Barre Town Newsletter.

## GUESTS

### CENTRAL VERMONT ECONOMIC DEVELOPMENT CORP.

Background: Central Vermont Economic Development Corp. (CVEDC) Executive Director Jaime Stewart has been in his position for a little over a year. The Town contributes funding (\$4,000 annually) to CVEDC. He will be updating the Selectboard on activities.

Mr. Stewart spoke to the following topics:

- Entrepreneurial Programs - revolving loan funds for small companies.
- Creating liaison between businesses and colleges (Norwich and Lyndon State).
- The need for and how to create a skilled workforce in our area.
- Development in Wilson Industrial Park - hope to announce a couple of big projects soon.

Mitchell stated it has been a struggle in the past to have someone from CVEDC come before the Board to give an update.

For more information on CVEDC visit the website ([www.cvedc.org](http://www.cvedc.org)) or email [jstewart@cvedc.org](mailto:jstewart@cvedc.org).

### SOCIAL SECURITY NUMBER PRIVACY POLICY

Background: With identity theft on the rise and the Town having social security information in house a privacy policy has been drafted. Attorney Monte has reviewed the document. The Town's current practices are in line with this policy, but having one will provide useful guidance to staff over time. Said policy applies to both employee and public social security numbers.

Discussion focused on why just social security numbers. There are a variety of taxpayer identification numbers (EINs, TINs, SSNs, etc.). Tom White provided the

Selectboard Minutes of December 5, 2017 continued:

Manager with a list. Other items which may be considered include bank information collected (temporarily) in conjunction with Direct Debit program and digital bank deposits.

Consensus is to direct the staff to do more research on what should be included in the policy.

### **GRANT AGREEMENT - EAST BARRE SIDEWALK PROJECT**

Background: The Town was awarded a grant through the VT Bicycle and Pedestrian program for sufficient funds to construct the East Barre Sidewalk project, an existing grant project administered by VTrans. The Selectboard authorized the Town Manager a few weeks ago to sign a new project commitment form. The new funds will be provided/added to our existing grant, Bare Town STP EH06(19). To accept the new/additional funds the Selectboard needs to authorize signing of an amendment to our existing sidewalk grant.

*On a motion by Paul White, seconded by Tessier, the Selectboard voted unanimously to authorize the Town Manager to sign the amendment to the Barre Town STP #H06(19) VT Bicycle and Pedestrian grant.*

### **GRANT REQUEST FOR PELOQUIN ROAD CULVERT**

Background: The Town received a grant for part of the Pelouquin Road culvert reinforcement project. The total costs were \$214,665 so the Town is ready to request reimbursement for the entire \$175,000 (grant award) with a 10% local match. The Selectboard is being asked to sign the reimbursement request to confirm that the work was completed and accepted, it was done per the grant agreement, and the amounts in the reimbursement request were paid by the Town.

*On a motion by Paul White, seconded by Tessier, the Selectboard voted to approve the TA 65 for the grant agreement #BC1700 and to authorize the Town Manager/Selectboard to sign said document.*

### **WEEKLY ACCOUNTS PAYABLE WARRANT**

*On a motion by Tessier, seconded by Paul White, the Selectboard voted to approve the weekly accounts payable warrant for December 5, 2017.*

### **MISCELLANEOUS**

*On a motion by Nelson, seconded by Paul White, the Selectboard voted to approve and authorize the Town Clerk to sign a fireworks permit for Anthony Campos, 311 Cutler Corner Road to hold a display on December 26, 2017.*

The Manager informed the Board there is \$31,500 in the current fiscal year budget to purchase and outfit a police department vehicle. This year we will purchase an SUV. It has come to our attention that the State Contract for the purchase of police vehicles expires this Friday. Under this contract the cost will be \$30,199 (road ready base vehicle, spot lamp, dome lamp, and blue tooth activation). It was noted during discussion that 2 years ago there were no extended warranty options available. The request is being made now citing the new State Contract vehicle purchase price will increase.

*On a motion by Nelson, seconded by Tessier, the Selectboard voted to approve the purchase of a 2017 Ford Police Car through the State Contract #28240 (Formula Ford) at the price of \$30,199.*

**Selectboard Minutes of December 5, 2017 continued:**

Rogers noted in 2016 the other options (stripping, computer, hitch, cage, floor mats, window shades, console box) cost around \$2,420. Some of the previous options may be usable on the new vehicle. More information on these to come.

**'ROUND THE TABLE**

Tessier inquired what would be done to sell the Manager's old car? Rogers stated the price has been dropped to \$1,000 and it is now sitting near the top of the DPW yard on Websterville Road. It is a 2007 and has 62,000 miles on it.

Nelson thanked the staff for taking care of Anderson Road ruts. He will not be attending the Board meeting next week due to an employer obligation.

Mitchell stated he would really love to attend the EMS (Tuesday evening) and staff Christmas party (Wednesday) but doesn't think he can make them.

**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 Paul White, the Selectboard voted to go into executive session at 7:35 p.m. to discuss contracts and personnel.*

*Kelty, Wang, and Rogers were excused from the executive session at 7:58 p.m.*

*On a motion by Mitchell, seconded by Nelson, Selectboard voted to come out of executive session at 8:48 p.m.*

**ADJOURN**

*On a motion by Mitchell, seconded by Nelson, the Selectboard voted to adjourn at 8:48 p.m.*

\_\_\_\_\_  
*Donna Kelty, Town Clerk-Treasurer*

\_\_\_\_\_  
*Selectboard Chair*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Barre Town Selectboard**