

BARRE TOWN SELECTBOARD MEETING AGENDA

January 9, 2018

1. Call to order 6:30 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of January 2, 2018.
5. Announcements
6. Receive guest (for non-agenda items).
7. Consider approving Assessor's Errors and Omission List #3.
8. Department head visits: a) Public Works; b) Town Engineer; c) Fire Chief and Planning/Zoning Director.
9. Consider approving 5-year paved road plan.
10. Consider Fire Department questions:
 - a) Approve sole source purchase of self-contained breathing apparatus and cascade (air bottle filling) system;
 - b) Approve refurbishing of Engine 2;
 - c) Accept East Barre Hose Company's donation of new rescue tools.
11. Consider approving tax map maintenance proposal.
12. Consider appointments to Budget Committee.
13. Consider authorizing sale of 2007 Ford Focus.
14. Consider approving weekly accounts payable warrant for January 9, 2018.
15. Miscellaneous: alcohol and fireworks permits, if any.
16. 'Round the table.
17. Executive session: contracts (action expected) and personnel.
18. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

January 9, 2018

The duly warned meeting of January 9, 2018 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, W. John "Jack" Mitchell, Bob Nelson, Paul White and Rolland Tessier.

Attendance for the regular meeting included: Town Manager Carl Rogers, Town Clerk-Treasurer Donna Kelty, Assistant Town Manager Elaine Wang, DPW Superintendent Richard Tetreault, Town Engineer Harry Hinrichsen, Fire Chief/Zoning Director Christopher Violette,

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 Tessier, seconded by Nelson, the Selectboard voted to amend and accept the meeting agenda as follows:

- ✓ *Add item #15 a): Request to Cater for Cornerstone Burger Co. for an event on January 20, 2018 at 663 South Barre Road; and*
- ✓ *Delete Item 7.*

MINUTES

On a motion by Nelson, seconded by Tessier, the Selectboard voted to approve the Selectboard meeting minutes of January 2, 2018 with the minor spelling and grammatical changes.

ANNOUNCEMENTS

- Join the Recreation Board for sledding parties Saturday, January 13th and Sunday, February 11th, 2018, 1:00 to 3:00 p.m. behind the Town Offices at 149 Websterville Road. FREE!! Bring your own sleds, tubes and toboggans. Hot cocoa, marshmallows, and a fire pit or two will be available.
- Indoor pickleball is now offered every Sunday until March 18th, 1:00 p.m. to 3:00 p.m., in the Barre Town School gym. Hosted by the Town Recreation Board. Bring a water bottle. Three courts, paddles, and balls available. Pros to beginners are welcome.
- Clean wood can now be dropped off at Casella Waste Systems at the CV Transfer Station on US-2 in East Montpelier. Tree stumps and roots are not accepted but you can make arrangements with the fee-based Montpelier stump dump by contacting their DPW at 802-223-9511.
- Is this cold weather making you realize you would like to improve your home but you are not sure you can afford it? Income-qualified homeowners in our area may be eligible for a Green Mountain Home Repair loan, administered by Downstreet Housing. In addition to weatherization, energy efficiency, and structural repairs, these loans can be used to resolve health and safety issues, replace old or failing systems, and modifications for elderly or disabled occupants. To find out more, contact Patty Dupuis at Downstreet Housing at 802-477-1343.

GUESTS - None

ERRORS & OMISSIONS LIST #3 - deleted from agenda

DEPARTMENT HEAD VISITS

DPW Superintendent Richard Tetreault:

- New employee McCadden doing great, especially with plowing.
- New 10-wheeler truck is exceptional.
- Salt usage - 1500 tons and sand usage 2300 yards.
- Doing Recreation work - dog park and picnic tables
- Christmas tree pickup slow due to weather. Expect to catch up in next couple of days.

Town Engineer Harry Hinrichsen:

- Worked on the 5-Year Paved Road Plan - spoke to paving cost estimates.
- Began working with Otter Creek on the East Barre pedestrian bridge project.
- Attended Tier II training - identifying combustible materials not designated as Hazardous waste.
- Census 2020 preliminary work has begun.
- Better Roads Projects - completed the Maplecrest and Nuissl Road projects; next one will be Cummings Road. This year we are looking to do work on Holden Road (just below Darshir Lane).
- The issue with changing the time for the flashing speed limit sign, near the school, has been resolved. He is looking into the cost for additional backup batteries for this solar powered unit.

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Fire Chief and Zoning/Planning Director Christopher Violette:

Fire Department news:

- October - December was busy with 72 calls (17,28, and 27).
- Gave 13 mutual aid calls and received 2 mutual aid assistances.
- Worked with DPW on the October 30th wind event. All went extremely well.
- All fire personnel are re-certified in either level 1 or 2 by end of December. Two fire personnel are currently in fire training school.
- The South Barre furnace malfunctioned during the recent below zero weather. A new unit was installed within 48 hours. The old unit is being sent to the manufacturer to see if there was a defect and to determine if it is under warranty.
- With cold weather, be aware of your carbon monoxide monitors - change batteries or test to ensure they are working.

Zoning and Planning:

- 37 permits were issued the past quarter.
- The Development Review Board has been working with Fecteau Residential on their PUD development off Beckley Hill.
- Other ongoing items are the Bilodeau tiny house mobile home park in East Barre, hearings on variances, waivers, one subdivision, site plan review, and boundary line adjustments.
- The Planning Commission is continuing work on the energy plan and met with VELCO regarding their upcoming substation work on Prospect Street.

5-YEAR PAVED ROAD PLAN

Background: The 5-Year Paved Road Plan ensures the Town provides the necessary maintenance/repair to our paved road system. A copy was provided to the Selectboard for review prior to the meeting. Notes were given on the major changes. It is noted that extra effort was taken to group the work in neighborhoods and pick up side streets as main roads are paved.

Discussion focused on cost per ton for paving the past two years, Bonded Wearing Course (BWC) is the old Nova Chip, and the DPW workload to prepare roads for paving.

On a motion by Mitchell, seconded by Nelson, the Selectboard voted to approve the 5-Year Paved Road Plan for FY 2018/2019 - 2022/2023 as submitted and to support the Year 1 plan when the Budget Committee reviews the proposed budget for FY 2018-2019.

FIRE DEPARTMENT QUESTIONS

Background: The Fire Department has several items for discussion with the Selectboard: SCBA & Cascade system purchase, refurbishing an engine, and accepting a donation of new rescue tools.

- a) SCBA & Cascade System: The current year budget has \$48,576 as a line item for the purchase of this equipment. Had our grant application been successful this funding would have been used for the match. The fallback position was to purchase the equipment using a 5-year municipal lease financing with monies being used for the first payment.

This equipment has 3 components: the SCBA and extra bottles, an air bottle filling (cascade) system for one station; and to retro fit the air bottle filling equipment/tanks in the Rescue Truck.

There are few SCBA manufacturers. Reynolds and Sons in South Barre has an exclusive territory for MSA, the brand we now use. Scott is another leading brand but

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a company in New York has an exclusive territory for this company. During his research the Fire Chief noted that Bauer is the leading brand of cascade system.

The Fire Chief is seeking Selectboard approval of a sole source purchase of the SCBA and a Bauer cascade system. Quotes were received from Reynolds and it much lower than expected. Because of the savings the Fire Chief is also requesting that two cascade systems be purchased. With financing at a 3% interest rate, the estimated annual payment for everything would be around \$49,820 compared to the \$48,576 budget which was intended to include everything and one system. (Difference is \$1,244.00.)

Discussion topics were financing (use of some unallocated general funds), denied grant history, warranty, and delivery time (4 months).

On a motion by Nelson, seconded by Mitchell, the Selectboard voted to approve the Fire Department request to: 1) sole source purchase the SCBA equipment from Reynolds & Sons; 2) a sole source purchase of two Bauer cascade system from Reynolds & Sons; and 3) a sole source purchase from Reynolds & Sons to upgrade Fire Rescue Truck 1 as outlined in the memo dated January 5, 2018 from Chris Violette to Carl Rogers. The total purchase price is \$236,774.00.

On a motion by Nelson, seconded by Tessier, the Selectboard voted to authorize the Town Manager to use \$100,000 of unallocated General Fund monies toward the purchase of the sole source purchase of SCBA and cascade air system equipment from Reynolds and Sons and to lease-finance the remaining balance of \$136,774.00 for a three-year term.

b) Refurbish Engine 2: There is \$30,000 in the current year Equipment Fund to have Engine 2 refurbished. This 1995 Freightliner engine (assigned to South Barre) was built by VTEC in Williamstown. The Board will be provided the details at this meeting, but it appears the cost will be around \$40,000.

Other discussion topics were remaining life expectancy of the vehicle (approximately 10 years), reducing the number of engines from 4 to 3, the tanker replacement is in the 5-Year Equipment Plan, and recent savings of \$20,000 on a recently purchased 10-wheel truck.

On a motion by Paul White, seconded by Tessier, the Selectboard voted to authorize VTEC to refurbish the 1995 Freightliner Fire Engine based on their quote dated November 1, 2017 in the amount of \$40,000.00.

c) Rescue Tools: Using funds from the 2016 (for the 2017 drawings) and 2017 (for the 2018 drawings) gun raffle ticket sales the firefighters, dba East Barre Hose Company, proposed to purchase two sets of Amkus rescue tools (a cutter and spreader), and donate the tools to the Town. The tools are battery operated, not hydraulic operated like the Jaws of Life Barre Town Fire has had since the late 1980s. Purchase of battery operated tools was not a foregone conclusion, but the firefighters became convinced the tools will do the job and have advantages over hydraulic tools.

On a motion by Nelson, seconded by Tessier, the Selectboard voted to accept the East Barre Hose Company's donation of 2 sets of Amkus rescue tools.

The Board thanked the club and all those who have participated in the gun raffles.

TAX MAP MAINTENANCE PROGRAM

Background: Cartographic maintains our digital tax maps. Changes in lot lines are sent to the company for revision. The maps are used in the Assessor's office and are

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available from the Town website. Our current maintenance agreement will be expiring soon. The new agreement is for \$2,500 per year, a \$400 increase.

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to approve the April 1, 2018 - March 31, 2019 tax map maintenance agreement with Cartographic Associates. Nelson did not vote as he had stepped out of the room briefly.

APPOINTMENTS TO THE BUDGET COMMITTEE

Background: In accordance with the Town Charter a Budget Committee of 10 is to review the proposed fiscal year budgets each year. Members are comprised of the 5 Selectboard members, 2 members appointed by the Selectboard, and 1 member appointed by the Town Clerk-Treasurer. The 3 appointed members will select the remaining 2 members. The Town Clerk has appointed Rob LaClair. Letters of interest were received from six interested parties.

After a paper ballot vote, a motion was made by Nelson, seconded by Tessier, the Selectboard voted to appoint Norma Malone and Cedric Sanborn to the 2018-2019 Barre Town Budget Committee.

SALE OF 2007 FORD FOCUS

Background: Last fall the Town received an offer (\$550) for the Managers 2007 Ford Focus which was not accepted (too low). The selling price was later reduced to \$1,000 and has been for sale since late September. We have received an offer of \$750 and the Manager is recommending it be accepted.

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to sell the 2007 Ford Focus for \$750.00 to Jeffrey Gagne Sr.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Tessier, seconded by Nelson, the Selectboard voted to approve the weekly accounts payable warrant for January 9, 2018. Paul White recused himself due to a personal conflict with one of the payables.

MISCELLANEOUS

On a motion by Mitchell, seconded by Nelson, the Selectboard voted to approve the Request to Cater Malt, Vinous and/or Spirituous Liquors for Cornerstone Burger Co, to cater an event on January 20, 2018 at 663 South Barre Road.

'ROUND THE TABLE

Paul White thanked the police department for recent events and requested a copy of the Aldrich Public Library handouts from last week's meeting.

Mitchell noted he was receiving the VLCT Legislative Reports via the postal service which is appreciated. He also noted the recent Vermont Emergency Management newsletter article regarding Local Emergency Operation Plan format which has been revised. They are looking for comments and wants to ensure we take time to look at the changes.

Tom White noted that Truck #22, which is being sold, is being sent for diagnostics as the costs was within their parameters. He also thanked the Fire Department for their recent service to his mother's home for a carbon monoxide issue.

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 with regards to the discussion of contracts and personnel matters.

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to go into executive session at 8:55 p.m. for contracts and personnel matters.

On a motion by Mitchell, seconded by Nelson, the Selectboard voted to come out of executive session at 9:44 p.m.

AGREEMENT WITH PIKE INDUSTRIES

On a motion by Nelson, seconded by Mitchell, the Selectboard voted to authorize and sign an Access Agreement with Pike Industries.

ADJOURN

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to adjourn at 9:45 p.m.

Donna Kelty, Town Clerk-Treasurer

Selectboard Chair

Barre Town Selectboard