

# BARRE TOWN SELECTBOARD MEETING AGENDA

January 23, 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 19, 2018.
5. Announcements
6. Receive guest (for non-agenda items).
7. Consider selecting company to provide municipal lease financing for new dump truck.
8. Consider approving Finance and Maintenance Agreement for the Route 14/Bridge Street intersection project.
9. Consider appeal of parking ticket.
10. Discuss policy for including organizations in town's budget and allowing same organizations to also petition for funding.
11. Consider approving weekly accounts payable warrant for January 23, 2018.
12. Miscellaneous: including applications for licenses and permits, if any.
13. 'Round the table.
14. Executive session: real estate and contracts.
15. Adjourn.

## BARRE TOWN SELECTBOARD MINUTES

January 23, 2018

The duly warned meeting of January 23, 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.

**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 Nelson, the Selectboard voted to accept the meeting agenda as amended:*

1. *Item #14, add labor contract negotiations and personnel.*

### MINUTES

*On a motion by Nelson, seconded by Tessier, the Selectboard voted to approve the Selectboard meeting minutes of January 16, 2018 with the minor spelling and grammatical changes.*

### ANNOUNCEMENTS

- If you like pulled pork, chicken, silent auctions, poker, OR snowmobiling, believe it or not you can partake in any of these on Saturday, February 17<sup>th</sup>. And, your \$5 poker hand, \$10 adult dinner, or \$5 dinner for children ages 5 to 12 will help bring a new skateboarding structure to the Travis Mercy Skatepark in Barre Town! Food is free

**Selectboard Minutes of January 23, 2018 continued:**

for children under 5. This fun fundraiser is sponsored by the Mercy Family and Barre Town Thunder Chickens. For more information, see [www.barretown.org](http://www.barretown.org).

- It is time to register for the Annual Freezing Fun for Families Winter co-Ed softball tournament and fundraiser March 2<sup>nd</sup> to March 4<sup>th</sup>. There is a limit of 68 teams so do not delay! For more information visit [freezingfunforfamilies.com](http://freezingfunforfamilies.com). There is a link from the Barre Town homepage.
- Barre Town's Budget Committee will meet every Tuesday from January 30<sup>th</sup> to March 27<sup>th</sup>. The meetings are 6:30 p.m. to 8:00 p.m. in the Municipal Building and are open to the public. If you would like insight into how your tax dollars are proposed to be spent, these meetings are for you.
- The quarterly property tax installment and semi-annual sewer use fee payments are due Thursday, February 15<sup>th</sup>.
- Chair White informed the viewing audience that after Executive session last Tuesday night, the Selectboard voted to approve the non-union staff's pay increase, as presented by the town Manager, retroactive to July 1, 2017.

**GUESTS - None**

**MUNICIPAL LEASE FINANCING FOR NEW DUMP TRUCK**

Background: In accordance with the 5-Year Equipment Purchase Plan, the 10-wheeled dump truck will be paid for using municipal lease financing over a 3-year term. A RFP was sent to eight (8) companies. Staff spent time prior to sending the RFPs to get current contact information for a few firms that have not replied to recent RFPs. As a result, six (6) proposals were received. Municipal Leasing Consultants (MLC) of Grand Isle has the lowest annual payment but it contains a \$350 Documentation fee. If the fee must be paid and is spread out over 3 years, then MLC's payment would be \$62,801 or the second lowest. The Town has done more financing with MLC than any other financier (which does mean more efficiencies dealing local). The other bidder would be Municipal Capital Finance - we have not done business with them.

Manager Rogers informed the Board the MLC documentation fee was removed. Their bid remains at a 2.87% interest rate with an annual payment of \$62,685.00.

*On a motion by Nelson, seconded by Paul White, the Selectboard voted to select Municipal Leasing Consultants to finance the 10-wheeled dump truck for a term of 3 years at an interest rate of 2.87%.*

**FINANCE & MAINTENANCE AGREEMENT FOR  
ROUTE 14/BRIDGE STREET INTERSECTION PROJECT**

Background: In VTrans designing and constructing improvements to the Route 14/Bridge Street intersection project there are 7 phases/decisions to complete before the project will commence. The Finance & Maintenance Agreement with the State is step one and is necessary for them to begin the right-of-way acquisitions. Construction will cover two construction seasons (2020 and 2021), with the federal government is paying 100% of the cost.

The Agreement is standard and being reviewed by the Town Attorney. We will be responsible for all signing and pavement markings on Bridge Street, Sterling Hill Road, and Christie Street. The project also adds left turn lanes on Route 14, traffic signals, some sidewalk improvements, and improve the turning radius coming out of Bridge Street.

Rogers stated this item was not ready for action. During the Town review several questions arose and we are awaiting response from the State.

Selectboard Minutes of January 23, 2018 continued:

During project discussion, items of importance included: the need for clarification regarding timing of traffic signals, State assistance with signage to keep truck traffic off Sterling Hill Road, and the Barre City water line replacement work being done in conjunction with this project.

**APPEAL OF PARKING TICKET**

Background: Our Town Charter, Chapter 7 (Traffic & Motor Vehicles), Section 7-28 (Enforcement and penalties) allows the Selectboard to hear an appeal of a parking ticket. Within 15 days of hearing said appeal, the Selectboard must decide whether to dismiss or uphold the violation. Kim Baston (South Carolina) has appealed her winter parking ban ticket received on December 27, 2017. Board members were provided a copy of the ticket, copies of the letters detailing the reason for appeal and the Police Chief's response, as well as copies of website pages from the Police Department and Homepage Announcements.

Due to the appellant being in South Carolina the Selectboard agreed to speak with Ms. Baston via telephone. She confirmed the facts stated in her letter.

The Board focused on weather conditions, the signage was appropriate, and the ticket was issued (instead of towing the vehicle) after discussion with the Department of Public Works plow driver who reported the violation.

*On a motion by Mitchell, seconded by Paul White, the Selectboard voted to deny the appeal of Kim Batson, parking ticket #552, dated December 27, 2017 based on the evidence presented.*

**POLICY FOR INCLUDING ORGANIZAITONS IN TOWN BUDGET**

Background: Chair White had asked for discussion regarding organizations requesting funding within the Town budget and/or by special ballot article. Topic discussion will focus on "Can a group/entity/organization that is a line item in the town budget ALSO have a petitioned article on the ballot for additional funding."

Chair White acknowledged this has not happened yet but stressed it does not mean that it cannot occur in the future. He would like to find a resolution to this possibility.

Consensus, after much discussion, is the Manager should prepare a proposed policy which would include:

- The Budget Committee will advise/meet with the various groups/entities to inform them of their proposed allotment early in the budget process.
- Should the group/entity not accept the proposed budgeted amount they will have the option of being removed from the budget as a line item and petition for their increase. (Currently the petition process requires 10% of the registered voters.)
- Advising/meeting early in the budget process will allow approximately 5 to 6 weeks to collect signatures.

**WEEKLY ACCOUNTS PAYABLE WARRANT**

*On a motion by Paul White, seconded by Tessier, the Selectboard voted to approve the weekly accounts payable warrant for January 23, 2018. Nelson abstained due to an employer conflict.*

**MISCELLANEOUS - None**

**'ROUND THE TABLE**

Tessier inquired on the FY 16-17 audit status. Rogers stated he has a draft (to be reviewed) and must write the MD&A.

Tessier and others wished Assistant Town Manager Wang a very Happy Birthday!

Nelson reported that he, Mitchell, and Manager Rogers attended the recent Barre Area Development meeting regarding marketing of the Barre Area. He found it very positive and more information will be forthcoming.

Paul White stated after the recent discussion on the Wilson Industrial Park he took the time to visit and familiarize himself with the Park. During his tour he noted items being stored outside the building(s). There was brief talk regarding covenants to include enforcement and the desire/past attempts to keep the park "clean."

Mitchell noted a street light is out by the Pike gate on Websterville Road. He also stated is good to see the digital speed limit sign by the elementary school is working later at night.

Tom White reminded the viewing audience that next Tuesday night the Budget Committee will begin their work. The meeting time will be 6:30 p.m. - 8:00 p.m. and the public is welcome. Regular Selectboard meetings will begin at 8:00 p.m. Unfortunately, he may not be able to make the first Budget Committee meeting next week due to a conflict. However, he will be here for the Selectboard meeting.

**EXECUTIVE SESSION**

*On a motion by Mitchell, seconded by Tessier, the Selectboard found that premature general knowledge would clearly place the Town at a substantial disadvantage with regards to the discussion of real estate, personnel, labor contracts, and contracts.*

*On a motion by Mitchell, seconded by Tessier, the Selectboard voted to go into executive session at 7:50 p.m. for real estate, personnel, labor contracts, and contracts.*

*On a motion by Nelson, seconded by Mitchell, the Selectboard voted to come out of executive session at 10:00 p.m.*

**ADJOURN**

*On a motion by Nelson, seconded by Mitchell, the Selectboard voted to adjourn at 10:00 p.m.*

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Donna Kelty, Town Clerk-Treasurer

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Selectboard Chair

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**Barre Town Selectboard**