

# BARRE TOWN SELECTBOARD MEETING AGENDA

August 14, 2018

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of July 31, 2018.
5. Announcements
6. Executive session (contract)
7. Receive guests for non-agenda items.
8. Meet applicant for Recreation Board and consider appointment.
9. Discussion about stormwater treatment plan for DPW Yard (129 Websterville Road).
10. Public hearing for proposed sale of 4.4-acre lot in the Wilson Industrial Park.
11. Consider authorizing town manager to sign deed for conveying 4.4-acre W.I.P lot.
12. Consider authorizing No Parking, Violators Will be Towed signs at Websterville water pump station.
13. Consider approving E. Cobble Hill Road water line extension and cost-sharing for same.
14. Consider approving Finance and Maintenance Agreements for Middle Road sign and for Rt. 14/Sterling Hill Rd/Bridge St. Project.
15. Consider approving weekly accounts payable warrants for August 7 and 14.
16. Miscellaneous: a) fireworks permit for 200 W. Cobble Hill Road; b) fireworks permit for 118 Phelps Road; c) commercial kitchen license for Jockey Hollow Deli and Catering.
17. 'Round the Table.
18. Executive session (personnel and contracts).
19. Adjourn.

## BARRE TOWN SELECTBOARD MINUTES

August 14, 2018

The duly warned meeting of August 14, 2018 was held at the Barre Town Municipal Building, Selectboard Room, and Lower Websterville at 6:00 p.m.

The following members were in attendance: Tom White, Norma Malone, Bob Nelson W. John "Jack" Mitchell and Paul White.

Attendance for the regular meeting included: Town Manager Carl Rogers, Asst. Town Manager Elaine Wang, Assistant Town Clerk Wendy Moore, Richard Tatreault, Ed Sawyer, Dana Allen and Michele Braun.

**CALL TO ORDER** - The meeting was called to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE** - Those present recited the Pledge of Allegiance.

### APPROVE THE AGENDA

*On a motion by Nelson, seconded by Paul White, the Selectboard voted unanimously to accept the meeting agenda.*

### MINUTES

*On a motion by Nelson seconded by Malone, the Selectboard voted unanimously to approve the meeting minutes of July 31, 2018 with minor grammatical and spelling corrections and verifying the pricing for the fuel contract is correct.*

### ANNOUNCEMENTS

**Selectboard Minutes of August 14, 2018 continued:**

Road milling work continues on Airport Road and Farwell Street. Bikers use caution when riding on those grooved road surfaces. Paving is scheduled to start the week of August 27<sup>th</sup>. For the paving schedule and affected streets visit the [barretown.org](http://barretown.org) or see the town newsletter that will be in your mailboxes at the end of the month.

Mitchell inquired if the East Barre project had started yet. Assistant Town Manager Wang stated that the test pit was dug on August 13<sup>th</sup> and construction to begin August 15<sup>th</sup>. Paul White stated that road construction signs are up, and he has seen Griffin and Griffin surveying.

Malone inquired about the Airport Road work regarding the striping. Town Manager Rogers stated that the traffic safety committee has not met yet, will be meeting August 15<sup>th</sup> and it is on their agenda.

**EXECUTIVE SESSION**

*On a motion by Mitchell, seconded by Paul White, the Selectboard voted unanimously to find the need to go into executive session citing premature general knowledge of contract negotiations would put the Town at a substantial disadvantage.*

*On a motion by Mitchell, seconded by Paul White, the Selectboard voted unanimously to go into executive session at 6:06 pm to discuss contract negotiations.*

*On a motion by Nelson, seconded by Paul White the Selectboard voted unanimously to reconvene at 6:45*

**GUESTS - None**

**RECREATION BOARD**

Background: May 31<sup>st</sup> a vacancy on the Recreation Board was created when a former member was not re-appointed. Advertising started with the April newsletter. Ms. Lynds is the first and only applicant since appointments were made in May. Ms. Lynds was not available to attend tonight's meeting. Mitchell made the recommendation to go ahead and file a motion to appoint Ms. Lynds based on her resume.

*On a motion by Mitchell seconded by Paul White, the Selectboard voted unanimously to appoint Stacey Lynds to the Recreation Board for the remainder of the 3-year term that expires May 31, 2021.*

Paul White had a chance to speak to Mr. Farnham and he stated that Ms. Lynds is known to him and the Recreation Board and would be a welcome addition.

**STORMWATER-TRUCK GARAGE**

Dana Allen of the Watershed Consulting firm, Michele Braun the Executive Director of the Friends of the Winooski River (FWR) and Richard Tetreault from DPW were present for the discussion.

Background: The background on this matter goes back several years to the time the Friends of the Winooski (FWR) asked for a letter of support for a grant application. Because of an agreement struck between the Selectboard and FWR, the FWR worked on designs for stormwater treatment at the truck garage and the town school. The FWR are coming up to a deadline and need an approval to continue the design work. Because of the Selectboard's (or prior board's) interest in selling the shop in the W.I.P. and constructing a new vehicle maintenance building on the truck garage lot, the Town Manager did not want to approve the plans. Both plans would impact the ability to construct a new shop in the desired location and to use a significant section of the lot for operations.

Richard Tetreault's main concern is about losing parking and storage space.

Dana Allen passed out and discussed the preliminary design for the site work. Mr. Allen stated that this is a preliminary 30% concept design, not the final design. This design could be reconfigured, moved and downsized if necessary.

**Selectboard Minutes of August 14, 2018 continued:**

Mitchell expressed concern on how this could impact plans on a new garage if the town proceeds with the stormwater project.

Malone wanted to know what the deadline for approving the design work. Michele Braun stated the design work should be done by the end of this year, but she could apply for an amendment to have that extended to June 30, 2019. Malone asked about the cost of the project. Mr. Allen stated the cost could be between \$100,000 to \$200,000 depending on the final design.

No action is required at this time however, Michele Braun was hoping to get direction this evening so that she could ask for the extension if necessary.

Chairman White thanked Mr. Allen and Ms. Braun for their information and attending tonight's meeting.

**PUBLIC HEARING FOR PROPOSED SALE OF 4.4 ACRE LOT IN THE WILSON INDUSTRIAL PARK**

*On a motion by Mitchell, seconded by Paul White, the Selectboard voted unanimously to open up the public hearing.*

Background: This matter started in 2015. New England Excess Exchange (NEEE) signed a Purchase/Sale (P/S) Agreement and paid a \$1,000 deposit. The subdivision was approved in late 2015 and early 2016. NEEE had to obtain state permits including an Act 250 permit amendment which was completed last month. The P/S states within 30 days of the contingencies (permit acquisition) being satisfied the closing will be held. Our attorney and NEEE's attorney are preparing for the closing.

The lot is across Parker Road from NEEE's office building. The lot includes land in the GMP right-of-way and a small tab of land that protrudes into the neighboring lot. The land sells for \$28,500 per acre, except the land in the GMP r.o.w. is \$10,000 per acre, land in the gully is half price and the tab is free. The total price comes to \$92,695.

The Town Charter requires a public hearing before land can be sold, if voters authorized that procedure. Voters did that last May at the Open Town Meeting.

*On a motion by Nelson, seconded by Paul White, the Selectboard voted unanimously to close the public hearing.*

**SIGN DEED FOR CONVEYING 4.4 ACRE WILSON INDUSTRIAL PARK LOT**

*On a motion by Nelson, seconded by Malone, the Selectboard voted unanimously to approve and authorize the Town Manager to sign a deed conveying to New England Excess Exchange a 4.4-acre lot along Parker Road and being part of Tax Map 6, Lot 47.4 for the amount of \$92,695.*

Malone wanted to know where this revenue is applied. Town Manager stated that it goes to the Community Development Fund.

**NO PARKING, VIOLATORS WILL BE TOWED SIGNS AT WEBSTERVILLE WATER PUMP STATION**

Background: People who go swimming or cliff jumping in the quarry holes are parking at the Websterville water pump station. It was reported to the Town Manager that one day two out-of-state cars were parked in front of the building where the town is trying to grow grass after the WFD project dug up the lawn. Cars have been seen parked on the side and in the back.

There are two reasons for posting the pump station NO Parking. Someday the DPW or a contractor may need to get into the pump station and have their access impeded by cars parked there. Also, Rock of Ages and the town have been blocking off (literally or by

Selectboard Minutes of August 14, 2018 continued:

regulation) parking at other Upper Websterville sites. The pump station lot is the latest area being used by swimmers. The Town Manager recommends that the Selectboard approve signs that read, "No Parking, Except Authorized Vehicles. Violators Will be Towed, Per Order of the Selectboard. The town will also install a sign identifying the building as Town property. The Town Manager proposes that the town give several neighbors a card (permit) showing their vehicle is authorized to park at the pump station. Also authorize a parking pass/permit for neighbors around the pump station.

Nelson recommended to add vehicles would be towed at the owner's expense.

Mitchell wanted to know if Rock of Ages has posted no trespassing signs. Town Manager is not aware of any.

*On a motion by Nelson, seconded by Malone, the Selectboard voted unanimously to approve signs that read: no parking except Authorized vehicles, violators will be towed at owner's expense per order of the Selectboard and a sign identifying the building as Town of Barre property. Also, to give abutting neighbors a permit card saying they have the right to park there.*

The Town Manager will determine who is issued those permits for parking.

### **EAST COBBLE HILL ROAD WATERLINE EXTENSION**

Background: Mike and Nicole Lafaille own lot 107 shown on the aerial photo. Currently they are Barre City water customers. Their water service goes out the back of their house and lot. The service sometimes freezes during the winter. They request a permit to connect to the Town water system currently in place at the intersection of Taplin Road and East Cobble Hill Road. The Town engineer checked with Otter Creek Engineering (our water engineer) to confirm the 2" pipe can handle another home. After checking flow rates, OCE said the 2" pipe could handle several more connections.

From a planning standpoint it would make sense to extend the Town's 2" pipe across Taplin Road. There are several houses between Taplin and Sunnyside that are on private wells. Extending the Town's pipe across Taplin would facilitate an extension to serve these other houses. The 80'+/- of pipe needed to cross Taplin would cost about \$60. The other parts (thrust block and valve could be re-used). The Lafailles are willing to pay the contractor to perform the 2" pipe extension while laying the service line to their house.

Paul White inquired about where the Lafaille's currently tie into the city. Town Manager stated it was on the neighbor's property back line towards Rte 302. The Lafaille's will have to get the appropriate permits for this project.

*On a motion by Nelson, seconded by Paul White, the Selectboard voted to approve an 80' +/- extension of the town's 2" water line across Taplin Road and to reimburse the Lafaille family an amount not to exceed \$100 for the pipe used to cross under Taplin and they will incur all other expenses.*

Malone inquired what would be involved in crossing E. Cobble Hill Road in order to get to their property. Malone also had concerns about traffic and questioned if the Town will oversee the project. Town Manager stated that Harry the Town Engineer or the Water System Operator will be there. Town Manager Rogers stated that there would be digging across the road and then up along the other side East Cobble Hill and Taplin Road intersection. The Permit and deposit for digging could reach as high as \$1200 which could be used in case any repairs were needed.

### **FINANCE AND MAINTENANCE AGREEMENT FOR MIDDLE ROAD SIGNS AND RTE 14/STERLING HILL ROAD/BRIDGE STREET PROJECTS**

Selectboard Minutes of August 14, 2018 continued:

Background: The state AOT would like to conclude both these maintenance agreements. One is for the Middle Road High Risk Rural Road signing project and the other is for the Rt 14 - Bridge Street- Sterling Hill Road intersection improvement.

The Middle Road project was discussed first. Town Manager Rogers passed out information on which signs would be retained and which signs would be replaced. Prior concerns from the Selectboard were how long does the town have to maintain these signs and does this limit the Town's authority to install their own signs. A representative from AOT responded in April and reworked paragraph 7 and inserted "to the expected life of the signs installed via the HRRR program", however that did not make it into the revised version sent the Town. Town Manager Rogers advised them today and their staff said it was sent to legal. On the issue of adding our own signs, Town Manager Rogers received an Email back in June stating that AOT checked with their attorney and the clause that the Town was referring to was the clause the Federal Highway Administration had VTRANS add to this agreement and it does not sound like this can be taken out. The Town would need to get FHWA and VTRANS approval. The question now is whether the proposed changes or additions are compliant with the Manual Uniform Traffic Control Devices and state statues. Assuming they are compliant approval should be quickly forthcoming.

Chairman White asked how long the signs would last. Manager Rogers estimated 8 to 12 years depending on the weather conditions.

*On a motion by Nelson seconded by Mitchell, the selectboard voted to approve the Town Manager to sign the Finance and Maintenance Agreements for the Middle Road signs project provided the State revises paragraph 7 to use the language suggested by the AOT staff. Malone abstained from the vote.*

Malone inquired about the cost of this project. Town Manager Rogers stated about \$100 per sign plus labor. There are approximately 20 to 30 signs.

Intersection project in South Barre - On the meeting of January 23, 2018 the Selectboard discussed the need for clarification of the timing of traffic signals, State assistance with signage to keep truck traffic off Sterling Hill Road and the Barre City water line being done in conjunction with this project. Regarding the finance and Maintenance agreement, Mike Monty previously had some concerns about it. Since then changes have been made to paragraphs 15, 16 & 23. Mike has reviewed these changes and all his concerns have been addressed and looks fine.

*On a motion by Nelson, seconded by Malone the Selectboard voted unanimously to authorize the Town Manager to sign the Finance and Maintenance Agreement for Barre Town HESSTPG 6100 (6) Route 14 / Bridge Street/Sterling Hill Road Intersection.*

### **WEEKLY ACCOUNTS PAYABLE WARRANT**

*On a motion by Malone, seconded by Paul White, the Selectboard voted to approve the weekly accounts payable warrants for August 7 and August 14, 2018. Nelson abstained from the vote.*

### **MISCELLANEOUS**

*On a motion by Malone, seconded by Mitchell, the Selectboard voted unanimously to approve the fireworks permit retroactively for an event that occurred on August 11, 2018 on 200 W. Cobble Hill Road issued to Ted Clark.*

*On a motion by Mitchell, seconded by Paul White, the Selectboard voted unanimously to approve the fireworks permit for 118 Phelps Road on September 2<sup>nd</sup> with a rain date of September 1st or 3rd for Scott Lamberti.*

*On a motion by Malone, seconded by Paul White, the Selectboard voted unanimously to approve the commercial kitchen license for Jockey Hollow Deli and Catering.*

### **'ROUND THE TABLE**

Selectboard Minutes of August 14, 2018 continued:

Mitchell: Inquired about the deletion of the summer pump from the DPW Report. Town Manager stated the pump the Town obtained from the Websterville Fire District failed and the Town had to buy a new one. Mitchell asked about the Ken Carpenter issue. The Town Manager stated that the Town Engineer was working on the subdivision. Mitchell inquired about the guardrail boards on Quarry Hill. Town Manager Rogers stated he is not sure when the contractor will be coming back to do this. Mitchell noted that the town is making progress on the bulk trash issues. Will meet with the Town Manager on the 21<sup>st</sup>.

Paul White: Confirmed the Selectboard's fall schedule that there will be no meeting the 1<sup>st</sup> Tuesday of each month starting in September. The Town Website schedule is incorrect.

Nelson: Will not be at the meeting of September 11<sup>th</sup>.

Malone: Follow up regarding the BLTC meeting and the need to designate an official from the town as a voting delegate for the meeting. Town Manager Rogers stated that the Selectboard usually decides on the delegate and is on the agenda around Labor Day.

Town Manager Rogers inquired if the Selectboard Members received the draft Municipal Policy. Assistant Town Manager Wang will email copy to the Selectboard Members.

Tom White inquired about the personnel policies. Town Manager Rogers stated it will take some time to review it and get it on the agenda. The Town's attorney has reviewed the policies.

**EXECUTIVE SESSION**

*On a motion by Mitchell, seconded by Malone, the Selectboard voted unanimously to find the need to go into executive session citing premature general knowledge of personnel and contracts would put the Town at a substantial disadvantage.*

*On a motion by Mitchell seconded by Nelson, the Selectboard voted unanimously to go into executive session at 8:48 p.m. to discuss personnel and contracts.*

*On a motion by Mitchell, seconded by Malone, the Selectboard voted unanimously to come out of executive session at 9:30 p.m.*

*On a motion by Malone, seconded by Nelson, the Selectboard voted unanimously for the Town Manager to proceed with the contract matter as directed.*

*On a motion by Nelson, seconded by Malone, the Selectboard voted unanimously to approve the personnel matter.*

**ADJOURN**

*On a motion by Nelson, seconded by Malone, the Selectboard voted to adjourn at 9:30p.m.*

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Wendy Moore, Assistant Town Clerk

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Selectboard Chair

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