

BARRE TOWN SELECTBOARD MEETING AGENDA

October 23, 2018

1. Site visit: Unused sections of Morrison Road and Upper Prospect Street rights-of-way. (Meet at former Bond Auto Warehouse) 5:45 p.m.
2. Call to order 6:30 p.m.
3. Pledge of Allegiance
4. Consider approving agenda.
5. Consider approving minutes from meeting of October 16, 2018.
6. Announcements
7. Receive guests for non-agenda items.
8. Public hearing for requested discontinuance of unused sections of Morrison Road (TH #7) and Upper Prospect Street (TH #6) rights-of-way.
9. Consider discontinuing unused sections of rights-of-way for Morrison Road (TH #7) and Upper Prospect Street (TH #6).
10. Presentation by C. V. Solid Waste Management District's general manager.
11. Consider repairs to front-end loader.
12. Consider recommendations from T.S.A.C.: a) pedestrian signs on Pitman Road; and b) no truck signs for Middle Road.
13. Review proposed personnel policy.
14. Consider requesting extension of stormwater planning grant for town recreation area.
15. Consider approving weekly accounts payable warrants for October 23, 2018.
16. Miscellaneous: including licenses and permits, if any.
17. Round Table.
18. Executive session: personnel (action possible).
19. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

October 23, 2018

The duly warned meeting of October 23, 2018 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:30 p.m.

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

Attendance for the regular meeting included: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, DPW Superintendent Richard Tetreault, Shop Foreman Michael Martel, William Bond, Bruce Westcott (CVSWMD) and Alicia Feiler.

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 Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the meeting agenda.

MINUTES

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to approve the meeting minutes of October 16, 2018 with minor grammatical and spelling corrections.

ANNOUNCEMENTS

- Remember that **TWO** elections will be held on Tuesday, November 6, 2018 at the Barre Town Middle & Elementary School Gymnasium. The first is the General Election where voters will elect representatives to the state and federal governments and statewide offices. The second is a **SPECIAL** school vote on the proposed merger of the Barre City and Barre Town school districts as well as electing school directors for such new district. Early/absentee ballots are available now for the General Election. To request an early ballot(s) call the Town Clerk's office at 802-479-9391 or email wmoore@barretown.org. For more information visit the town website (www.barretown.org).
- The lawn waste site on Holden Road is open 5 days a week, every week, the month of October only; Mondays 3:00 - 6:00 p.m., Wednesdays 3:00 p.m. - 6:00 p.m., Thursdays 9:00 a.m. - Noon, Saturdays 8:00 a.m. 0- 4:00 p.m., and Sundays Noon - 4:00 p.m. The regular 4-day a week schedule will resume in November until weather dictates closure of the site for the year.

GUESTS - None

PUBLIC HEARING

DISCONTINUANCE MORRISON ROAD & UPPER PROSPECT ROWs

Background: William Bond has asked about discontinuing the rights-of-way sections left over from a 1970s intersection re-alignment project at Morrison Road and Upper Prospect Street. On September 18, 2018 the Selectboard voted to initiate the discontinuance process. The site visit was held this evening and the public hearing is being held in accordance with discontinuance procedure.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to open the public hearing for the discontinuance of the Morrison Road and Upper Prospect Street rights-of-way at 6:35 p.m.

There were no comments.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to close the public hearing for the discontinuance of the Morrison Road and Upper Prospect Street rights-of-way at 6:37 p.m.

**CONSIDER DISCONTINUANCE OF
MORRISON ROAD & UPPER PROSPECT ROWs**

Background: This action is to complete the legal process for the discontinuance of the rights-of-way sections left over from a 1970s intersection re-alignment project at Morrison Road and Upper Prospect Street.

Manager Rogers stated letters were received from the Department of Forests, Parks & Recreation and the Vermont Agency of Transportation stating they had no opposition to the discontinuance

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to discontinue the sections of unused rights-of-way of Morrison Road (TH #7) and Upper Prospect Street (TH #6) as shown on the aerial photo provided to the Selectboard and to attach a copy of the letters from the Department of Forests, Parks & Recreation and the Vermont Agency of Transportation. (See attachments at the end of the minutes.)

C.V.S.M.D. REPORT

Background: Central Vermont Solid Waste Management District (CVSWMD) General Manager Bruce Westcott is presenting the draft budget report (per the CVSWMD charter). He is seeking member and public input. The draft budget proposes to keep the member per capita rate the same at \$1.00. Our per capita assessment for 2018-2019 is \$7,857, which is 99.15% of the Town's 2010 U.S. Census population times \$1.00 per capita.

General Manager Bruce Westcott provided the Board with information on the proposed budget. The public hearing is to be held on October 24, 2018. Talking points included but were not limited to:

- Proposed per capita rate has been the same for several years.
- Primary revenue is from the surcharge on solid waste (\$30/ton).
- As recycling grows it is anticipated revenues will decrease. This has not happened yet.
- The next big push is food composting which becomes mandatory in 2020 and all the problems associated with high density populations.
- The lease will be up soon for the ARCC and they are looking for a new home.

FRONT-END LOADER REPAIRS

Background: The Town owns a 2006 Caterpillar 924G front-end loader. Our Shop Foreman stated the cab has serious rust problems and it has been taken out of service because of this. A quote has been provided for the purchase of new cab with doors which the Cat dealer would have to install.

The Town has two loaders. This time of year being down one loader does not hurt as bad as if we were screening sand and gravel at the pit. The 5-year Equipment Plan calls for a replacement every 14 years. The loader which is out of service is not scheduled to be replaced until 2020 - 2021. Based on the 5-year Plan, to purchase a new one would cost around \$150,000. The Shop Foreman was asked to provide information on what loaders like ours are selling for.

DPW Superintendent Tetreault and Shop Foreman Mike Martel provided additional photos of the loader. It has 8,539 hours and the life expectancy of a machine is 8,000 to 10,000 hours. This equipment is used for the loading of salt. Even though it is washed frequently the salt is still corrosive. There have already been repairs to facilitate extending the metal life. Repair cost on a machine of this age is not wise. However, the Department really needs the second loader.

During discussion Shop Foreman Martel stated he could prepare a request for proposal (RFP) in about a week. The RFP should request costs on new or used machines (demo perhaps) with less than 200 hours and be a model that can accommodate our loader attachments (broom, plow, and forks). The Manager spoke to financing in arrears. The staff was directed to begin preparing the RFP and to look at the 5-Year Equipment Plan to determine if the life expectancy of the loader to be used for salt be amended.

On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to authorize the Department of Public Works to lease a front-end loader for up to 90 days.

TSAC RECOMMENDATIONS

Background: During the October 17, 2018 Traffic Safety Advisory Committee (TSAC) meeting two recommendations were made and are being presented for Selectboard consideration.

Selectboard Minutes of October 23, 2018 continued:

1. Pitman Road: Vermont Creamery will be starting a small building project in a few months. During the project work, employees will park in the Northern Power parking lot and walk across Pitman Road to one of the two Creamery buildings. Malone Properties (owner of the Northern Power property) is requesting two pedestrian signs. One by Tenco's driveway for traffic coming into the Wilson Industrial Park and one between the railroad tracks and the Creamery's lower driveway for traffic headed toward Websterville Road. Both signs would have NEXT 1000 FT placards beneath the pedestrian signs.

Alicia Feiler was present to show her support for the pedestrian sign package noting this was intended to be permanent.

On a motion by Paul White, seconded by Norma Malone, the Selectboard voted unanimously to follow the Traffic Safety Advisory Committee recommendation to place two (2) pedestrian crossing signs (with "Next 1000 FT" placards beneath them): one by Tenco's driveway for traffic coming into the Wilson Industrial Park and one between the railroad tracks and Vermont Creamery's lower driveway for traffic heading towards Websterville Road; said sign posts will be installed now with the signs being attached once construction at Vermont Creamery begins.

2. Middle Road: Unauthorized truck traffic on Middle Road has been an ongoing problem especially with GPS systems. TSAC is recommending three actions related to deterring trucks from using this road:
 - a) A "No Trucks symbol" sign with yellow border and flags to be placed on the traffic island to notify truckers coming from Lower Graniteville village.
 - b) At the Middle/Graniteville Roads intersection, across from the stop bar on Graniteville Road, enhance the existing "Buses and Trucks Must Turn Left" sign with yellow border and flags.
 - c) A "No Trucks symbol" sign with yellow border and flags at the bottom of Middle Road for east bound traffic.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to follow the recommendation of the Traffic Safety Advisory Committee and approve the sign package for Middle Road as proposed above (during their October 17, 2018 meeting).

CONTINUED REVIEW OF PROPOSED PERSONNEL POLICY

Assistant Manager Wang provided the Board with answers to most of the questions presented for pages 1 - 15. Consensus is the Board will review these answers prior to further discussion. Selectboard members were reminded to review the remaining policy pages and submit their questions/comments to Wang.

TOWN RECREATION AREA - STORMWATER PLANNING GRANT

The Friends of Winooski have a grant to further design stormwater management in the Town Recreation area. Manager Rogers stated this will be on next week's agenda. Now that we have the survey map of the recreation area, the Town Engineer still needs to locate the pins to determine the exact property line. During discussion the Selectboard suggested a representative from St. Sylvester Cemetery (abutter) be invited to meeting.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted to approve the weekly accounts payable warrants for October 23, 2018. Bob Nelson abstained from voting due to an employer conflict.

MISCELLANEOUS - None

'ROUND THE TABLE

Malone stated she is glad to have the Al Monty Lane dead tree issue settled. Rogers stated a letter will be sent to the property owner, copied to Ms. Babel, stating the safety concerns.

Malone inquired as to why the early ballot for the special school vote on November 6, 2018 was not automatically mailed to those who had requested the General Election early ballot. The Town Clerk stated V.S.A. Title 17, Section 2532(c) and (e) states that a person can, once a calendar year, make a request for all election ballots (Federal, State, local) to be mailed early. However, if the full calendar year request is not made then a voter *must request an early ballot for each individual election*.

For the upcoming November 6th vote keep in mind the Town is conducting two separate elections (General and Special School) with two "separate" ballots. The special school election was warned around the same time General Election early ballots were being mailed. Voters who made a request prior to October 1st may only have requested a General Election ballot. Understanding the rules (stated above) for early voting, the Town Clerk's office mailed a postcard notice to the voters who had requested a General Election ballot only, which included information on the upcoming special school election and a reminder that if they wanted to vote early in this special school election a request had to be made to the Clerk's office. The Board was also reminded voters are not required to vote in both elections.

Nelson stated a Fire Safety Event was held at his Barre City business this past weekend. Firefighters from the Town and City participated. It was a huge success. Thank you to the Barre Town and Barre City Fire Departments for their participation.

Mitchell stated the East Barre sidewalk project looks great! However, when turning left onto Mill Street (from Websterville Road) the traffic island is on the left and there is a parking space on the right. He noted the turning radius is tight and had concerns for larger vehicles trying to make the turn without hitting a parked vehicle. Asst. Manager Wang stated the parking space and turning radius are within parameters. The tight turn encourages drivers to slow down (great calming traffic method). It was also noted that these new parking spaces are included in the winter overnight parking ban which begins November 1st.

Tom White received an inquiry on the 33 Washington Road health order. Rogers stated the property is being foreclosed and is up for tax sale soon.

EXECUTIVE SESSION

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

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to go into executive session at 8:01 p.m. to discuss personnel.

On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to come out of executive session at 8:27 p.m.

PERSONNEL ACTION

On a motion by Paul White, seconded by Norma Malone, the Selectboard voted unanimously to approve all current non-union Police Department administrator(s) or

Selectboard Minutes of October 23, 2018 continued:

administrative staff to move from Group B (pension) to Group C (pension) effective July 1, 2019.

On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to approve the request of the office staff union to close the Town Clerk's Office and Assessor offices on Mondays, December 24 and 31, 2018 with the understanding the staff will use a vacation or floater holiday for the time off.

ADJOURN

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to adjourn at 8:28 p.m.

Donna J. Kelty, Town Clerk-Treasurer

Selectboard Chair

Barre Town Selectboard

See Next Page for Attachments.



State of Vermont
Department of Forests, Parks & Recreation
Lands Administration and Recreation Division
1 National Life Drive, Davis 2
Montpelier, VT 05620-3801
<http://fpr.vermont.gov>

Agency of Natural Resources



October 2, 2018

Town of Barre Selectboard
c/o Carl Rogers, Town Manager
Office of Town Manager
P.O. Box 116
Websterville, VT 05678-0116

Dear Board Members,

On September 24, 2018, the Department of Forests, Parks & Recreation (FPR) received the petition to realign the intersection of Morrison Road and Upper Prospect Street in the Town of Barre. Per 19 V.S.A. §775, municipalities must notify the Commissioner of FPR when a petition to discontinue a highway is filed. It is the policy of FPR to encourage municipalities to keep highways as public rights-of-way for emergency, recreational, forestry, agricultural, and other purposes. These roads provide numerous benefits, including:

- Access to year-round and part-time residence and camps;
- Access to agricultural fields, forests, and sugaring operations;
- Access to state-owned parcels for recreational opportunities, for hunting and fishing, forest management and other forest products;
- Recreational access for activities like hiking, mountain biking, cross country skiing, horseback riding, and ATV and 4-wheel use

FPR's Lands Administration staff and District staff in our Barre office have reviewed the petition and have no concerns over the proposed discontinuance.

In addition, FPR has informed our recreational partners of this petition (per our policy) so they may have the opportunity to provide comment. FPR staff will not be participating in the public hearing and site visit occurring on October 23, 2018. We respectfully ask that this letter be recorded as part of the official proceedings on this matter. Thank you for the opportunity to comment.

Sincerely,

Rebecca Washburn
Director, Lands Administration and Recreation Division

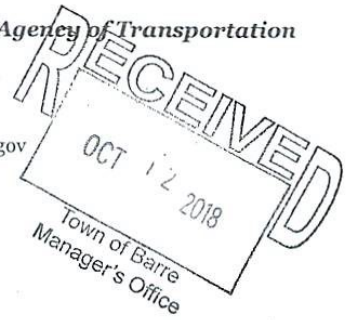




State of Vermont
Policy, Planning & Intermodal Development Division
Mapping Section
One National Life Drive
Montpelier, VT 05633-5001
<http://vtrans.vermont.gov>

Telephone: 802-828-2600
Fax: 802-828-2334
Email: johnathan.croft@vermont.gov

Agency of Transportation



October 9, 2018

Mr. Carl Rogers
Town Manager
Town of Barre
Websterville, VT 05678-0116

Re: Proposed Class 2 Town Highway Discontinuances (TH-6 and TH-7)

Dear Mr. Rogers:

The Vermont Agency of Transportation (VTrans) has received your September 20, 2018 letter regarding the proposed discontinuance of two sections of class 2 town highway right of way adjacent to TH-7 (Morrison Road) and TH-6 (Upper Prospect Street) in Barre Town.

Based on 19 V.S.A. § 771, the Town needs to seek prior approval from the Secretary of Transportation before discontinuing a class 2 town highway

(b) Notwithstanding subsection (a) of this section, the legislative body shall not discontinue a class 1 or class 2 town highway without the prior approval of the secretary of transportation.

<https://legislature.vermont.gov/statutes/section/19/007/00771>

VTrans has reviewed the sections of right of way proposed to be discontinued. We have concluded that 19 V.S.A. § 771 does not apply, as the traveled ways of TH-6 and TH-7 are not being affected. Moreover, the right of way width will be maintained at three rods or more in the retained highway segments adjacent to the proposed discontinuance.

Please feel free to contact me with any questions or comments regarding this request, or mapping in general.

Sincerely,

Johnathan Croft
VTrans Mapping Section Chief

JFC/jfc



Selectboard Minutes of October 23, 2018 continued: