

BARRE TOWN SELECTBOARD MEETING AGENDA

December 4, 2018

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of November 13 and 20, 2018 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Presentation by Barre Town Middle and Elementary School Board member about Act 46 merger re-vote.
8. Public Hearing (second reading) for a proposed ordinance amending conduct in the town's recreation areas.
9. Public Hearing (second reading) for an ordinance designating Carpenter Lane a stop street.
10. Consider request from Sno-Bees Snowmobile Club to have trails along town roads.
11. Consider approving and signing Class 2 Paving Grant Request for the Graniteville Rd project.
12. Consider awarding the purchase contract for a fuel management system.
13. Discuss personnel policy.
14. Consider approving weekly accounts payable warrants for November 27.
15. Miscellaneous, including licenses or permits, if any.
16. 'Round Table.
17. Executive session (if needed).
18. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

December 4, 2018

The duly warned meeting of December 4, 2018 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:00 p.m.

The following members were in attendance: Norma Malone, Paul White, Bob Nelson and W. John "Jack" Mitchell. Tom White was not present.

Attendance for the regular meeting included: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Assistant Town Clerk Wendy Moore, and Recreation Board Chair Doug Farnham.

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 Norma Malone, seconded by Paul White, the Selectboard voted to approve the amended meeting agenda: Item #14 to include approving December 4th warrant, Item 15 address the joint meeting with Barre City, add Item 15A- new agenda item authorization to sell equipment and remove Item #7 which will be revisited when Alice Farrell, Chair of the BTMES Board is available. Tom White was not present for the vote.

MINUTES

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted to approve the Selectboard meeting minutes of November 13, 2018 with minor spelling and grammatical corrections. Bob Nelson abstained due to not attending the meeting. Tom White was not present for the vote.

Selectboard Minutes of December 4, 2018 continued:

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted to approve the Selectboard meeting minutes of November 20, 2018 with minor spelling and grammatical corrections and the following: Page 2 Beckley Hill Project paragraph 2-\$15 per foot difference, Page 4 2019 – 2024 5 Year Plans, Page 4 Weekly Accounts Payable Warrant – delete paragraphs 2 and 3 and page 5 Executive Session the motion was made by Paul White and seconded by Bob Nelson. Jack Mitchell abstained due to not attending the meeting. Tom White was not present for the vote.

ANNOUNCEMENTS

- The Selectboard is seeking registered voters to serve on the Barre Town Budget Committee between the last Tuesday of January through the last Tuesday of March. The Budget Committee reviews the entire budget for Barre Town. Serving on this Committee gives you a say in all fiscal year 2019 - 2020 budgets and is a great way to learn about town operations. If interested, please send your letter or email of interest by 4:00 p.m., Friday, December 28th, to the Town Manager’s Office. More information about the responsibilities of the Budget Committee is in the November Barre Town newsletter. If you have any questions, contact the Town Manager at 479-9331 or one of your Selectboard members.
- A reminder that the steep gravel section of Sterling Hill Road is closed for the winter.
- The Town seeks a volunteer coordinator who would organize volunteers during significant local emergencies, like a prolonged electrical outage during the winter or a tropical storm. Possible responsibilities include maintaining a list of volunteers and contacting and coordinating them during an emergency. Specifics are to be fleshed out with town staff. More details about this role are in your November newsletter. If you’re interested, please call the Town Manager at 479-9331.
- Mitchell read in the paper that the Gobble Wobble event was a success. Manager Rogers stated that there were 73 participants.
- Executive Action: Last week, after the Selectboard came out of executive session, the Board voted to retain an attorney to establish an estate pursuant to enable a tax sale.

GUESTS

Doug Farnham, Chairman of the Park & Recreation Board, is here to bring some clarity to the motion made a few weeks ago regarding the reimbursement of \$450.00 to Dave Rouleau for the Caws 4 Paws event which was held this past summer. The motion made by the Selectboard was that reimbursement be made from the dog park dedicated funds and that Mr. Rouleau provide an invoice. Mr. Farnham feels the reimbursement should come out of the Town Recreation Department funds for promotions and activities instead of the dog park which had nothing to do with this event. They Dog Park Committee was only there for a ribbon cutting ceremony and to raise money by donations. Town Manager Rogers stated the need to research the Recreation Board minutes before any action is taken. Mitchell stated that once the minutes were reviewed, it would be back on the Selectboard agenda.

**RECREATION ORDINANCE PUBLIC HEARING
SECOND READING**

Background: Changes have been made to the Conduct on Town Recreation Properties. The changes must go through a public hearing process until there are no more to be made.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to read by title only the "Ordinance of the Town of Barre Amending and Updating Conduct Provisions Relating to Town Recreation Properties." Tom White was not present for the vote.

Selectboard Minutes of December 4, 2018 continued:

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to open the public hearing. Tom White was not present for the vote.

Assistant Town Manager Wang reviewed the updates to some of the provisions relating to the new law regarding the use of marijuana and handling some of the alcohol use concerns that have been raised over the years. It does allow for the consumption of alcohol in the picnic shelters in the Recreation Area only during events that have been reserved with the Town, on the date and time of the reservation.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to close the public hearing. Tom White was not present for the vote.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted to advance the "Ordinance of the Town of Barre Amending and Updating Conduct Provisions Relating to Town Recreation Properties." to the third and final reading which will be held on December 11, 2018. Tom White was not present for the vote.

CARPENTER LANE PUBLIC HEARING - SECOND READING

Background: Town Engineer Hinrichsen says there is just one property pin missing now which doesn't make or break the town's ability to accept the road. An update regarding the as-built drawings, deed and payment are to be presented at this meeting.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to read by title only "An Ordinance of the Town of Barre, Vermont Amending Chapter 7, Section 7-44 (b) (Stop Signs) of the Barre Town Code of Ordinances" for Carpenter Lane. Tom White was not present for the vote.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to open the public hearing. Tom White was not present for the vote.

Assistant Manager Wang stated that a draft deed was submitted to the Town's Attorney today and did require some revisions. The pins that needed to show the boundary lines of the road have been marked, the as-built drawings are still pending, and the signs and posts have not been done yet.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to close the public hearing. Tom White was not present for the vote.

Norma Malone asked Town Manager Rogers if it is still advisable to have the third hearing on December 11th when there are still outstanding issues. Manager Rogers stated that progress is being made.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted to advance "An Ordinance of the Town of Barre, Vermont Amending Chapter 7, Section 7-44 (b) (Stop Signs) of the Barre Town Code of Ordinances" for Carpenter Lane to the third and final reading which will be held on December 11, 2018. Tom White was not present for the vote.

SNO-BEES

Background: Generally, the Sno-Bees Snowmobile Club maintain the trails north of Route 302. Mr. Tim Stone said that there should not be any changes from the past two years. Their request will not include crossing any town land. Permission is not required to cross a town road at a 90° angle. Permission is required to cross roads at less than an (approximate) 90° angle and to ride along any town roads. The Manager expects Mr. Stone will drop off their request in hard copy along with a list of roads.

Town Manager Rogers stated Mr. Stone dropped off the landowner's permission forms. Travel on the roadsides include Belding Road (500 ft.), Phelps Road (100 ft.) and Curtis Road (150 ft.) which is the same as last year.

Selectboard Minutes of December 4, 2018 continued:

On a motion by Paul White, seconded by Bob Nelson, the Selectboard voted to approve the Sno-Bees use of Belding Road, Phelps Road and Curtis Road for the distances mentioned for the 2018-2019 snowmobile season. Tom White was not present for the vote.

CLASS 2 PAVING GRANT – GRANITEVILLE ROAD

Background: The VTrans grant agreement #P01684 for the 2017 Graniteville Road paving project was to reimburse the town up to \$96,000 with 20% local match required. The Selectboard signs the reimbursement request to confirm the work was completed and accepted, that it was done per the grant agreement, and the amounts in the reimbursement request were paid by the Town.

Town Manager Rogers said that the Selectboard would be voting to submit the AOT Form TA-65. Once the Selectboard signs, the state would reimburse the Town around \$87,000.

On a motion by Bob Nelson, seconded by Paul White, the Selectboard approved the amendment to the grant agreement #P01684 using Form TA-65. Tom White was not present for the vote.

FUEL MANAGEMENT SYSTEM CONTRACT

Background: The Town has a Gasboy TopKat C35754 that manages gas and diesel dispensing for about fifty vehicles. It has performed well for about 20 years. As you may recall from budget time, Gasboy stopped supporting the software for our model in December 2017 and there have been software issues since. The hardware is also now starting to malfunction, for example the screen is weak below certain temperatures. The bid is for installation, but ongoing costs for software, tech support, or both, are common for fuel management systems. Given that these systems commonly last 20 years, these ongoing costs can significantly impact lifetime cost. The Town posted the request for bids to the Times Argus, Town website, state online bid system, and emailed directly to two VT distributors know to us, Beardsley in Springfield VT who installed out Gasboy, and JW Kennedy which is based in Montpelier. The bid opening was at 11am on November 21st and 5 bids were received including bids from both Beardsley and JW Kennedy. An additional bid after the due date was allowed because of one vaguely written specification.

The Board discussed the benefit of having the system stored on the cloud which could be monitored remotely instead of on the machine and the software would not have to be upgraded. Assistant Town Manager Wang stated that there is no internet service at the Town garage.

On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted to award the purchase contract for the fuel management system to Beardsley for up to \$13,723 including the new post and pedestal. Tom White was not present for the vote.

Norma Malone inquired about the anticipated install date and was advised by Assistant Town Manager Wang it would be done by the end of January.

PERSONNEL POLICY

Background: As discussed at the November 20th Selectboard meeting, Assistant Manager Wang will provide a few pages per meeting. The version reviewed now incorporates the new VLCT model and should include all changes requested by the Selectboard to date.

Assistant Town Manager Wang stated the significant changes were made to the definition of Domestic Partner, Extended and Immediate Family members, conflict of interest and Alcohol and Drug Use.

Norma Malone made several requests to change the policies presented. Some of changes are: underlining the sections to make it easier to distinguish; add "to the

Selectboard Minutes of December 4, 2018 continued:

employee" to the last sentence under Section 1, paragraph 2; change the wording of "real or fancied" to " real or perceived" under Section 2 definition of grievance, and change "municipal employees" to" Town employees" under Section 6, line #6.

Assistant Town Manager Wang asked if the number of pages to review were manageable and the consensus was that they were.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted to approve an accounts payable warrant dated November 27, 2018. Tom White was not present for the vote.

On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted to approve an accounts payable warrant dated December 4, 2018. Tom White was not present for the vote.

MISCELLANEOUS

Joint Meeting with Barre City –Assistant Town Manager Wang confirmed that the Town is not interested in having the VT Council on Rural Development’s Community Visit Program or the Winooski River Tactical Basin Plan topics on the agenda for the Wednesday, January 2, 2019 meeting. Topics will be BADC, Barre Partnership and the Aldrich Library.

Authorization to Sell Equipment – On December 3, 2018 the bidding for the 2012 Chevy ambulance and the 2010 Freightliner 10-wheeled dump truck closed. The high bid for each was less than the reserve price. Town Manager Rogers is requesting the Selectboard authorize staff to contact Govdeals.com and ask them to contact the high bidder and offer these for sale at their high bid, it’s called a second chance offer.

On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted to authorize the staff to contact Govdeals.com and make the second chance offer to sell to the high bidders a 2010 Freightliner 10-wheeled dump truck for \$29,550 and a 2012 Chevy ambulance for \$4,000.

'ROUND THE TABLE

Mitchell congratulated Manager Rogers on his successful deer season. Manager Rogers bagged a 10-point buck in Pennsylvania.

Mitchell stated the fire hydrant on the corner of Brook and Libercen Streets, near the playground, does not have a hydrant marker on it and was not sure if the gate valve has been shut off.

Mitchell received a call about the two presentations on our financial system. Has any decision been made or is more information needed and what direction is the Town going to take? Town Manager Rogers stated it is up to the Selectboard to decide if it should be on the agenda for further discussion (cost comparison of the two systems and whether to make the change). Norma Malone would like this to be addressed before the budget committee meetings get underway.

Mitchell reminded Board members about the December 18th Christmas Party for staff starting at noon in the Selectboard room.

Norma Malone would like an update from DPW on the road salt consumption to date. Malone also stated that she has had several complaints from residents with the use of the sand/gravel mix on our roads in the winter months. There has been damage to vehicles, snow blowers, etc. There have also been cracked windshields due to the size of the stones.

Malone would like a status report of the Town and the Websterville Fire District audits. Town Manager Rogers has not heard anything since they left in October.

Selectboard Minutes of December 4, 2018 continued:

Bob Nelson would like to urge anyone watching tonight’s meeting to consider being part of the budget committee.

Bob Nelson stated that he will not be in attendance for the December 11, 2018 Selectboard Meeting.

Paul White commended the DPW staff on the latest winter storm clean up. He also wanted those who have not heard that canine Huey had an injury to his back and could not recover which caused his career to come to an end. This leaves the Town without a police dog.

Paul White inquired if the ambulance contracts with the surrounding towns are expiring soon and would the Selectboard members see Chris LaMonda before starting the renegotiations? Town Manager Rogers stated that before the Department Head Meeting next Tuesday, he was going to ask Chris to schedule a time to come to the Selectboard meeting on January 8th or 15th. Paul White stated there were a couple of things needed to be considered before the new contracts.

The Selectboard approved the 5-Year Plans for gravel roads, buildings and equipment. Paul White asked if the paved road plan would be available before the budget committee meetings start. Town Manager Roger stated that it would be.

Assistant Town Clerk Moore stated that the absentee ballots are ready to go and will be mailed on December 7th for the Act 46 revote taking place on January 8th. Norma Malone stated that the merger has been imposed by the Vermont State Board of Education; this is not to decide if we will merge, we are merged. This will be an opportunity for voters in Barre Town to approve the articles of agreement and there is a threshold that must be met. If the Town exceeds this threshold, the articles of agreement which have been worked on by the 706 committee would apply and the Town would be beneficiaries of 4 years of the incentives as well as the start up grant of \$150,000. The threshold is 1404 yes votes and no more than 1404 no votes. Paul White stated that a great deal of education still needs to be done before the vote.

ADJOURN

On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted to adjourn at 7:53 p.m. Tom White was not present for the vote.

Wendy Moore – Assistant Town Clerk

Selectboard Chair

Barre Town Selectboard