

BARRE TOWN SELECTBOARD MEETING AGENDA

December 18, 2018

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of December 11, 2018 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Agency of Transportation presentation of I-89 Exit 6 ledge removal project and northbound exit ramp closure.
8. Presentation by C.V. Economic Development Corporation Executive Director.
9. Early budget presentation (Asst. Director or Shift Supervisors) by EMS Director.
10. Consider authorizing purchase of firefighters' turnout gear (protective coat and pants).
11. Review personnel policy.
12. Consider approving weekly accounts payable warrants for December 18, 2018.
13. Miscellaneous, including fireworks permits for a) 42 Littlejohn Road on December 31, 2018 (midnight) and any other permits, if any.
14. 'Round Table.
15. Executive session: contract.
16. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

December 18, 2018

The duly warned meeting of December 18, 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: Tom White, Norma Malone, Paul White, W. John "Jack" Mitchell and Bob Nelson.

Attendance for the regular meeting included: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, EMS Director Chris Lamonda, and Fire Chief Chris Violette, Todd Goulette (Reynolds & Sons), Bruce Martin (VT Agency of Transportation), Natalie Boyle (VTrans Communications Consultant), Matt Gamelin (VT Agency of Transportation), Jaime Stewart (Executive Director of Central VT Economic Development, and Eric Blaisdell (Times Argus Reporter).

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 Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to approve the meeting agenda as presented.

MINUTES

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted to approve the Selectboard meeting minutes of December 11, 2018 with minor spelling and grammatical corrections. Bob Nelson abstained as he did not attend the meeting.

ANNOUNCEMENTS

- ✓ There is still time to apply to serve on the fiscal year 2019-2020 Barre Town Budget Committee. You could provide a valuable service in a concentrated amount of time between the last Tuesday of January and the last Tuesday of March. Please consider applying to serve by sending your letter or email of interest by 4:00 p.m. Friday, December 28th, to the Town Manager's Office. More information about the

Selectboard Minutes of December 18, 2018 continued:

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.

- ✓ All Town Offices will be closed on December 25th and January 1st. On Monday, December 24th and Monday December 31st, the Town Clerk's, Assessor's, and Planning & Zoning Offices will be closed.
- ✓ The Selectboard's next meeting will be on Wednesday, January 2, 2019 at its usual time of 6:00 p.m. Starting at 7:00 p.m. we will be welcoming the Barre City Council. They will be joining us for the purpose of receiving presentations from three resources we have in common: Barre Area Development, Barre Partnership, and the Aldrich Public Library.
- ✓ Barre Town's Department of Public Works collects Christmas trees after the holiday to be chipped into mulch. To make use of this free service, first remove ALL decorations from the tree, then place it by the road. Residents are not required to use this service, but do not burn the tree, send it to a landfill, or put it in a waterway or drainage way. Weather and road maintenance schedule permitting, trees will be picked up from the roadsides that are north of Route 302 between January 7 and 11, 2019 and south of Route 302 between January 14 and 18, 2019.

GUESTS - None

**AGENCY OF TRANSPORTATION
I-89 EXIT 6 LEDGE REMOVAL PROJECT**

Background: The Vermont Agency of Transportation (AOT) is preparing for a project to remove ledge along the northbound exit ramp at Exit 6 (South Barre). The work will last approximately 6 weeks (mid-June and July 2019). In early November 2018, Williamstown, Berlin, Barre City and the Barre Town officials met for an update and to schedule the public informational meetings. No action is required – again this is for informational purposes only.

Things residents should know:

- There is a 1400 foot ledge face on I-89 and the access road of Exit 6 which overhangs the roadway, and periodically falls onto the roadway.
- This section of roadway has been deemed an “A cut” which means rockfall is expected to occur and reach the roadway.
- The project will involve clearing of vegetation from the ledge face and crest of the ledge to aid in preventing destabilization.
- Rock removal will include some blasting.
- During blasting traffic will be maintained using rolling road blocks.
- Hours of operation will be 7 days a week, 7:00 a.m. – 7:00 p.m.
- Message boards will be positioned at least 2 weeks prior to the project commencing.
- EMS and Public Safety parties will meet with the project manager prior to construction to iron out detour/emergency needs.

C.V. ECONOMIC DEVELOPMENT CORP. PRESENTATION

Background: The Executive Director for C.V. Economic Development Corp. (CVEDC) is to present his semi-annual report to the Selectboard. No action is required.

Jaime Stewart was present and highlighted the following:

- Workforce development is ongoing.
- The new Granite industry apprentice program is up and running.
- Looking for transportation solution to those who are having issues getting to the Wilson Industrial Park businesses for work.

Selectboard Minutes of December 18, 2018 continued:

- The revolving loan fund for small business (under \$50,000 borrowing) has been busy. Some of the criteria include 10 or fewer employees, including owners.
- Has been working with VT Creamery on workforce training. They are ahead of their hiring goals. Building expansion is expected to begin sometime this Spring.

EMS DIRECTOR – EARLY BUDGET PRESENTATION

Background: The EMS Director is presenting his early budget request for review by the Board. If something is new or if it involves a large dollar amount the Selectboard like a “sneak peek” to ensure adequate information is available when preparing next fiscal year’s budget. The request is for an Assistant Director.

EMS Director Lamonda provided the Board with a 6-page listing of his duties and an additional page detailing management positions for other agencies. Discussion focused on mandatory items, what things an Assistant Director would do, and the Assistant Director would also be available to do some EMT work part of the time which could help to reduce overtime costs. A more complete job description will be ready for the Budget Committee meetings beginning the end of January.

PURCHASE OF FIREFIGHTERS’ TURN OUT GEAR

Background: The firefighters’ protective coat and pants are known as turnout gear. The shell is made of sturdy material with a vapor barrier for heat protection. There are currently 28 active firefighters. To buy the turnout gear, the Town budgets \$7,000 - \$8,000 per year and designates it as reserved. Every 7 years new turnout gear is purchased. It is now time to make the purchase. There is \$56,000 in the current year budget for the gear.

The Fire Department Officers met with Bergeron Protective Clothing (Globe turnout gear) and Reynolds & Sons (Fire Dex turnout gear). The Departments saw and handled the products each dealer was proposing. Quotes were obtained from each dealer for 25 sets of gear (Bergeron - \$57,223 and Reynold & Sons - \$55,854). The Fire Department is recommending the purchase from Reynolds & Sons.

Items of discussion:

- Ideally would like to have 28 sets but only 25 are budgeted.
- Duty gear – lightweight (worn at CO call, wildland fires, car crashes) versus heavy duty (structure fires). How lightweight sets could extend the life of heavy duty turnout gear.
- Turnout gear will be the gold color.
- Department old gear will be examined thoroughly and approximately 50 – 60% will be kept as backup. (When new gear is being washed or if something is being repaired.)
- New Turnout Gear Warranty – lifetime on manufacturing and stitching.
- Annual reserve amount – perhaps there is a need to revisit the 7 year replacement cycle.

On a motion by Paul White, seconded by Bob Nelson, the Selectboard voted to authorize the purchase of 28 sets of Fire Dex turnout gear from Reynolds & Sons in the amount of \$62,901.00 (\$55,854.00 from set-aside monies and the remaining balance from General Fund fund balance).

PERSONNEL POLICY

Background: Assistant Manager Wang provided Board members, for review prior to the meeting, with Part III (of five), Employee Benefits Section, an email from Attorney Monte which answers questions on adoption procedures, the annotated list of changes, and a clean copy.

Selectboard Minutes of December 18, 2018 continued:

The Board felt the revision regarding reasonable use of town equipment was acceptable. However, by consensus they agreed to follow the procedure for removing the personnel policy from the code of ordinances as outlined by the Town Attorney:

1. The board completes their review of the personnel policy and go through the process of amending the code of ordinance to replace the current personnel policy with this one.
2. In parallel, the Board goes through the process for revising the Town Charter to remove the requirement for the code of ordinances to include a complete personnel policy. Per 17 V.S.A. §2645, this process includes 2 public hearings, Australian ballot vote (May), and introducing a state bill (probably during the 2020 Legislative Session).
3. Once the Legislature passes the change, the board will go through the process of amending the Code of Ordinances to remove all but the reference needing to have a personnel policy. This may possibly include required content type.
4. The Selectboard then adopts the personnel policy as a standalone policy.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted unanimously to approve an accounts payable warrant dated December 18, 2018. Bob Nelson abstained due to an employer conflict.

MISCELLANEOUS

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to approve and authorize the Town Clerk to sign a fireworks permit for Elizabeth & Paul Perreault to hold a display at midnight on December 31, 2018, into early morning of January 1, 2019, only because it is New Years' Eve, at 42 Littlejohn Road with the understanding the notice to abutters will include and highlight the time and duration of the display.

During the motion discussion the Board made clear this approval is only because it is New Year's Eve. If this had been any other night the item most likely would not be approved. Mitchell expressed concern that the "abutter list" should be a little larger. The Town Clerk will report back to the Board if the Police Department has any issues. It was noted that all Public Safety Departments (Fire, Police, and EMS) plus Dispatch (Lamoille) receive copies of the approved permits.

'ROUND THE TABLE

Assistant Manager Wang informed the Selectboard the as built drawings have been received for Carpenter Lane and the road sign invoice has been paid. The Engineer will need to confirm the placement of the last survey pin. The final deed may be presented at the next Selectboard meeting.

Norma Malone inquired on the status of the audits (Town and Websterville Fire District). Rogers stated no information has been received to date.

Bob Nelson wished everyone a happy and safe holiday season.

Paul White inquired if there has been any interest in the Budget Committee seats. Rogers stated 3 notices of interest have been received.

Jack Mitchell noted that John Pellon recently passed away. He was one of the original Zoning Board of Adjustment members and served from October 1966 through April 1987 (20 years and 6 months). He asked that Board members sign a card of condolence for the Pellon family.

Tom White noted a Petition for Certificate of Public Good regarding the Green Mountain Power substation upgrade (Upper Prospect Street) was received.

Selectboard Minutes of December 18, 2018 continued:
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 8:32 p.m. to discuss contracts.

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

ADJOURN

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted unanimously to adjourn at 9:30 p.m.

Donna J. Kelty, Town Clerk-Treasurer

Selectboard Chair

Barre Town Selectboard