

BARRE TOWN SELECTBOARD MEETING AGENDA

July 30, 2019

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving July 16 and July 23, 2019 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Discuss mattress recycling event with CVSWMMD.
8. Consider approving letter of support for CVEDC's grant application on behalf of VT Creamery.
9. Department Head visits: a) Town engineer b) interim DPW superintendent, c) fire chief and planning and zoning director.
10. Consider approving grant application for softball field lights.
11. Consider approving Resolution #4-19 congratulating the Barre Fish and Game Club on its 100th anniversary.
12. Consider approving 5-year lease of 22 Wilson Street.
13. Consider amending motion authorizing sale of 2014 Ford pick-up truck.
14. Review of investments and earnings.
15. Consider approving weekly accounts payable warrants for July 23, 2019 and July 30, 2019.
16. Miscellaneous: **a)** fireworks permit for S. Lamberti on September 1, 2019 at 118 Phelps Road; **b)** fireworks permit for C. Barr on August 10, 2019 at 298 Partridge Road; **c)** any other licenses and permits.
17. 'Round the table.
18. Executive session: labor contract, personnel.
19. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

July 30, 2019

The duly warned meeting of July 30, 2019 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville was held at 6:00 p.m.

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

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Assistant Town Clerk Wendy Moore, Town Engineer Harry Hinrichsen, Interim DPW Superintendent Tom Anderson, Planning & Zoning/ Fire Chief Chris Violette, Theron Lay-Sleeper (CVSWMD), Cathleen Gent (CVSWMD), Ryan John (BTFD), Craig Hull (BTFD), Zach King (BTFD), Anderson Brown (BTFD) and Jamie Stewart (CVEDC).

CALL TO ORDER – The regular 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 Norma Malone, the Selectboard voted to approve the amended meeting agenda noting Item #14 will be rescheduled for a later date and contract be added to the executive session. Paul White was not present for the vote.

MINUTES

On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted to approve the Selectboard meeting minutes of July 16, 2019 with minor corrections to spelling and grammar and the following: Assistant Town Manager Elaine Wang was not present for the meeting, approved the minutes of July 2, 2019, motion to approve the purchase of an ambulance was not unanimous as Bob Nelson was not present and Paul White voted against

Selectboard Minutes of July 30, 2019 Continued:

the motion for the leashed dog signs. Bob Nelson abstained and Paul White was not present for the vote.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted to approve the Selectboard meeting minutes of July 23, 2019. Paul White was not present for the vote.

Jack Mitchell thanked Norma Malone for taking the July 23rd meeting minutes.

ANNOUNCEMENTS

- ✓ The last two Recreation Board summer Ice Cream Socials in the playgrounds will be Tuesday, August 6th at the Upper Graniteville Playground on Park Street and Tuesday, August 13th at the Upper Websterville Playground on Brook Street. All Ice Cream Socials are 6:30 p.m. to 7:30 p.m.
- ✓ Construction activity on the East Barre (Route 110) intersection project will begin around August 14th. Work in the roadway is expected to start August 20th. Commuters and parents of Barre Town school children keep in mind this work will affect traffic on Mill Street. You are invited to the public information meeting that will be held during the August 13th Selectboard meeting starting at 6:00 p.m.
- ✓ The Selectboard still seeks to fill two Traffic Safety Advisory Committee vacancies. Please consider serving on this important committee that helps improve the safety of town highways. For more information or to express your interest, contact the Town Manager's Office at 479-9331.
- ✓ If you have not received your new fiscal year property tax bill(s) in the mail, contact the Town Clerk's Office at 802-479-9391 to request a copy and ensure your mailing address is correct. The first installment of taxes and sewer charge (if your property is on municipal sewer) is due on Thursday, August 15th. For more information visit the barretown.org.
- ✓ Town road paving work is scheduled to begin Friday, August 23rd. Until then, cyclists, exercise caution on roads that have been milled. Once the order in which the roads will be paved is available, it will be posted to barretown.org and Front Porch Forum.
- ✓ The I-89 Exit 6 ledge removal project should be completed by the time you are viewing this program.

GUESTS – None

MATTRESS RECYCLING

Background: At the Spring Bulk Trash Collection the Town took in 98 mattresses which were turned over to the District for recycling. The Town was billed \$25 per item for a total of \$2,454. The District shipped 124 mattresses to Massachusetts. The report states the District's net expense was \$2,387. The report lists the expenses. Theron Lay-Sleeper - surveying for the AmeriCorps district and Cathleen Gent - Interim General Manager from CVSWMD are here to give their report.

Mr. Lay-Sleeper stated that more volunteers were needed. Most of the mattresses were in good condition, only 24 were unable to be recycled. Over 8,000 lbs. of mattresses and box springs were collected. The cost to the town residents was \$30 and the actual recycling cost was around \$45 due to the shipping, processing fees and staff time. Town Manager Rogers stated that the Town saved approximately \$500 in roll off (disposal) cost through this event.

Jack Mitchell asked about the future of this event. Cathleen Gent stated if the Town was interested in doing another event, there are municipal service grants available for the Town to apply for. The maximum grant amount is \$5,000 depending on the type of activity. If the Town is interested in applying for the grant the next cycle will be made available in about a month which might be the best opportunity for lining up the grant for next spring.

Selectboard Minutes of July 30, 2019 Continued:

Ms. Gent also stated the CVSWMD will be entering their budget preparation cycle and want to come back in the fall to discuss the budget for FY 21. They will have a public hearing in October and would like to come to this Board before then.

CVEDC LETTER OF SUPPORT

Background: In June or early July, in response to VT Creamery's request, the Selectboard approved a crosswalk on Pitman Road. The crosswalk will have pedestrian activated flashing lights along with the usual pavement markings and pedestrian crosswalk symbol signs. It was understood that when this was approved, the crosswalk with flashing lights, that Malone Properties (landlord) and/or VT Creamery would be responsible for the installation cost and the Town would be responsible for future maintenance expenses.

Jamie Stewart is seeking a Building Communities grant from the VT Department of Buildings and General Services. The project is estimated to cost \$39,400. The application is for one-half that amount. Mr. Stewart says VT Creamery will pay the 50% local share. Applications are due July 31, 2019.

Mr. Stewart stated that the total project is more than what was originally estimated. The bridge over the culvert is what is driving the cost up.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to approve the letter of support of the Central Vermont Economic Development Corporation's (CVEDC) Building Communities grant application on behalf of VT Creamery and authorize the Selectboard Chair to sign said letter. Paul White was not present for the vote.

Jack Mitchell asked why VT Creamery is asking for this grant money now? Mr. Stewart stated that at the last meeting CVEDC was intending to apply for this grant fund to help support the project.

Tom White wanted to clear up any misconceptions between VT Creamery and the Town regarding the safety concerns of the employees and this project.

DEPARTMENT HEADS QUARTERLY VISITS

Interim DPW Superintendent Tom Anderson discussed some of the work done by DPW staff since May 13th: completed the spring sewer cleaning, hired a sweeper for a week to do the intersections and bad spots on the paved road, cleaned by hand all the islands, paved swales and sidewalks, cleared 6 miles of roadside brush, finished the 2018 roads that were not completed last year such as Birchwood Park, started the 2019 program that is Birchwood Park East and Snowbridge Road (approximately 40% complete), graded several roads, replaced sewer line for the recreation field bathroom, replaced a hydrant at Wildersburg Common, did 4 1/2 miles of ditching, installed a new catch basin on Church Hill Road, currently in the process of rebuilding about 30 sewer manholes tops due to the paving program, installed 433' of culvert, spent 4 days milling and is now concentrating on the paving process which starts on the 23rd. The Camp Street dip repair is about 70% complete. Lafayette installed 300' of guardrail at the bottom of Quarry Hill Road. Highway Safety Systems did the line stripping (51,000' of double yellow, 127,000' of white edge lines, 850' of thermal lines at East Barre Parking areas and 2 crosswalks in East Barre). The pavement markings are about 60% complete. The Mobil Data Collection for the road erosion inventory has been started.

Mr. Anderson stated the DPW staff have been very helpful while filling in as Interim Superintendent.

Jack Mitchell mentioned the flyer mailed with the tax bills about what can be flushed through the sewer system and thought it was a good idea.

The Selectboard members thanked Mr. Anderson for filling in as Interim Superintendent.

Selectboard Minutes of July 30, 2019 Continued:

Town Engineer Harry Hinrichsen: Milling work is complete. Paving work is to start August 23rd, but we have not seen the contractors schedule. Trying to work with Pike Industries regarding specific concerns on the Church Hill Road crossing that is used for heavy trucks. The Town is trying to make sure this section of road gets paved first, so it has the least impact to the new pavement, which tends to get rutted. He had several meetings with Rock of Ages and Northeast Materials and they stated the best day to do this is would be Friday, the first day of paving. Harry stated there are 2 phases in the paving schedule. Church Hill Road happens to be in Phase 2, and he asked if there is any give and take to the schedule? Town Manager Rogers stated that rearranging the schedule could create problems with the DPW Staff. Church Hill Road could be done first within the Phase 2 schedule. Phase 2 is scheduled September 3rd through the 13th.

Harry said that he has an Intern for the summer. Ali Ahern, who lives on Phelps Road, has been helping with pavement markings, filing, organizing and cleaning the office. Ali's last day is the 23rd.

Pike Industries will be asking the Town for an extension to the paving contract. The official request should arrive prior to the paving start (August 23rd).

Bob Nelson stated a resident on Jalbert Road reached out to him about the status previously discussed. Harry will check with DPW and will contact the resident.

Bob addressed the Municipal Building emergency lights in the break and conference rooms that need repair.

Jack Mitchell wanted to know the status of Sierra Lavin Road. Town Manager Rogers stated that the Town received the plan from Chase & Chase but will have to wait until DPW has time do the repairs. Mitchell asked if the Town could hire a contractor to do this work? Town Manager Rogers stated this project has not been budgeted for. The Town will consider hiring a contractor if the project is not done by September.

Fire Chief /Planning and Zoning Director Chris Violette: Planning and Zoning issued 112 permits for April, May and June totaling \$23,514.00 in fees. Estimated value of the permits issued is \$3,385,475.00 which include permits issued to VT Creamery as well as permits for 339 South Barre Road. The Development Review Board approved the phase 2 site plan development for VT Creamery. The Planning Commission had 4 meetings during this quarter which was spent on finalizing the Energy Plan (99.8% complete). The Plan was sent to the Regional Planning Commission for approval and will be attached to the Town Plan. The Commission also had a second driveway request on Philbrook Street.

Norma Malone asked about the public hearings for the Energy and Town Plans. The hearings should be sometime in October/November.

The Zoning Administrator stated advertising for the assistant position has started.

Fire Report: The Department responded to 44 calls this quarter. There were 2 fire calls. The first was the bathroom at the recreation field and the second was a ceiling fire at a sugarhouse in Orange. There were 10 motor vehicle accidents with 1 extraction on Route 14 in South Barre with no long-term serious injuries. There was a rescue call involving kids playing in the quarry and one fell/slid onto the ledges with minor injuries to his arm or wrist. There was a carbon monoxide call at the business where the old Jockey Hollow building was located which was related to a forklift in the building. A couple of people were displaying symptoms of carbon monoxide poisoning. At least one was transported to the hospital.

Chris discussed the training done this quarter which included Wildland prep, readying equipment, a small amount of grass burning, and wash-downs of various locations in the Town. The new fire gear was put into service in April. Participation in two Memorial Day Parades, summer fest at the recreation area, an open house at Montesorri School, Father's Day Chicken BBQ, and the Rock Fire event rounded out the quarter.

Selectboard Minutes of July 30, 2019 Continued:

Norma Malone inquired about the gear washer. Chris stated the equipment is arriving Friday, August 2nd and should be in service by this time next week. Norma also asked about how the wash-down at the Barre Town school will impact the proposed stormwater litigation project in the future? Chris will look into this. Norma inquired about the Town's radio system consultation. Mr. Boucher (radio consultant) and the Chief toured the transmission sites, met with Department Heads, and toured the Hyde Park dispatch center. Mr. Boucher will get back to the Town with recommendations within a couple of months.

Chris introduced Anderson Brown, Zach King and Ryan John. These three along with Zach Bullock recently complete the Firefighter 1 and 2 certifications which started in August of 2018 and ended with their certification in June of 2019. There was 276 hours' worth of training. Firefighter 1 covers the basic fire service qualifications and Firefighter 2 covers specialized areas such as SCBA, search & rescue, CPR, and first-aid training etc.

Chris Violette stated there was an open officers' position and Craig Hull has been promoted to 2nd Lieutenant. Mr. Hull has approximately 7 years experience with the Barre Town Fire Department and is Firefighter 1 certified. Craig lives on Camire Hill with his wife and two children.

The Selectboard congratulated them all for their accomplishments.

GRANT APPLICATION FOR SOFTBALL FIELD LIGHTS

Background: The main recreation area softball field lights were installed 30+ years ago. They are failing, inefficient, and no longer pointing in optimal directions. This was discussed during budget time and the Town has prepared for and set aside funds for this project over 4 years. The latest quote for the project came to over \$100,00, an order of magnitude increase from the original set-aside plan due to technology changes. The Leagues have indicated willingness to donate labor (electricians) and equipment rental (lift) which will save almost a third of the project cost. The Leagues previously raised \$2,260 and plan to raise more cash this winter. The FY 2020-2021 recreation capital improvement budget could include \$54,000 for this project without changing it over FY 2019-2020 because last year included \$6,000 for the lights, \$25,000 for the tennis courts, and \$23,000 for the Lower Graniteville Playground retrofits which will be done this fiscal year. The Town hopes to reduce the FY 2020-2021 budget request with a grant which is due July 31st. Past awardees are less likely to win and the Town has won it three times in the last four years.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to approve the submittal of the Recreation Facilities grant application as presented. Paul White was not present for the vote.

Norma Malone commented on the use of the word outhouses and would like to refer to them as outbuildings and is concerned about whether this is an allowable regulatory practice. Norma would like to remove the second sentence of section b paragraph three if the lights are not being used at that location. The age range in the next paragraph should be from 18 to 50.

RESOLUTION # 4-19

Background: The Fish and Game Club is celebrating its' 100th anniversary this year. The Club, named for Barre (City and Town) is located in Berlin and Barre Town. Many area residents, probably in the thousands over 100 years have used the facility and/or the Club's programs.

Jack Mitchell read resolution #4-19.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted to adopt Resolution No. 4-19, congratulating the Barre Fish and Game Club on its 100th Anniversary. Paul White was not present for the vote.

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Jack Mitchell said he read two articles in the Washington World but did not realize that the Club was around for that many years. He also thanked the Chair for instituting this resolution.

Bob Nelson and Norma Malone also thanked the Club Trustees, hard-working members, and volunteers for their community service.

Tom White stated the Fish and Game Club were also recognized by the City of Barre and by the Governor this past Saturday.

LEASE AGREEMENT

Background: Eliza Severy signed the 5-year lease agreement (for 22 Wilson Street) prepared by Town Attorney Mike Monte. The effective date is not fixed yet because of the time it will take her to complete the state's licensing requirements. Business opening is expected in mid-September. Monthly rent is \$800.00 for the first 12 months and 5% more each 12 months after that. Ms. Severy will be responsible for maintenance of the outdoor play area, snow plowing the parking area, trash and recycling removal and annual service of the furnace. Ms. Severy will pay all utility (except water) and heat.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to approve the 5-year rental lease agreement for 22 Wilson Street with Eliza Severy and to authorize the Town Manager to sign said document. Paul White was not present for the vote.

Jack Mitchell has concerns about everything Ms. Severy is responsible for and if she can succeed. Town Manager Rogers stated that Ms. Severy gets around 30 calls per week looking for infant and toddler day care and feels that she will have no trouble with the costs and staff.

AMEND MOTION FOR SALE OF 2014 FORD TRUCK

Background: At the last meeting, the Selectboard authorized the sale of the 2014 Ford F-150 pick-up truck for \$5,500 to the high bidder on Govdeals. Govdeals listed the truck as an XLT model. It is an XL model. The difference is no power windows, power locks and maybe a couple other similar features. The high bidder was informed and the offer was lowered to \$5,000.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to rescind the action taken at the July 16, 2019 Selectboard meeting to sell the 2014 Ford F-150 pickup truck for \$5500. Paul White was not present for the vote.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to sell the 2014 Ford F-150 pick-up truck in the amount of \$5000. Paul White was not present for the vote.

ACCOUNTS PAYABLE WARRANT

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted to approve the accounts payable warrants dated July 2, 2019 and July 30, 2019. Paul White was not present for the vote.

Bob Nelson presented two invoices from Blum Shapiro pertaining to the Accufund implementation. The first is in the amount of \$25,653 which includes a 10% discount and the second invoice is in the amount of \$5,700.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to approve paying the two invoice from Blum Shapiro in the amounts of \$25,643 and \$5,700. Paul White was not present for the vote.

MISCELLANEOUS

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to approve the fireworks permit for Scott Lamberti to be held at 118 Phelps Road on September 1, 2019 with a rain date of August 31, 2019 or September 2, 2019. Paul White was not present for the vote.

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On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to approve the fireworks permit for Christina and Craig Barr to be held at 298 Partridge Road on August 10, 2019 with no rain date. Paul White was not present for the vote.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to approve the fireworks permit for Vicki Maurais to be held at 740 East Barre Road on August 10, 2019 with no rain date. Paul White was not present for the vote.

‘ROUND TABLE

Elaine Wang – VLCT provided some information on their new performance evaluation software. It looks to be a flexible tool. The Town first needs to establish the content of evaluations.

Jack Mitchell will be attending the Health Officer Webinar and Viewing Party on August 14th in Barre City. The brush removal by Nick Winters house has been completed. However, the intersection did not get done. Mr. Winter will send pictures.

EXECUTIVE SESSION

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted to find the need to go into executive session citing premature general knowledge would put the Selectboard at a substantial disadvantage. Paul White was not present for the vote.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to go into executive session at 8:19 p.m. to discuss labor contracts, personnel and contracts. Paul White was not present for the vote.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted to come out of executive session at 9:45 p.m. Paul White and Jack Mitchell were not present for the vote.

ADJOURN

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted to adjourn at 9:45 p.m. Paul White and Jack Mitchell were not present for the vote.

Wendy Moore, Assistant Town Clerk

Selectboard Chair

Barre Town Selectboard