

BARRE TOWN SELECTBOARD MEETING AGENDA

January 2, 2019

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from the December 18, 2018 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Executive Session: labor contracts (possible action).
8. Consider awarding 2018-2019 tire chain contract.
9. Consider approving plan for in-house financing of new front-end loader.
10. Plan for budget Committee member interviews and appointments.
11. Review personnel policy (time permitting).
12. Consider approving weekly accounts payable warrants for December 25, 2018 and January 2, 2019.
13. Miscellaneous: 2019 liquor license renewal for Maplewood Stores Inc., and any other permits, if any.
14. Joint meeting with Barre City Council 7:00 p.m.
 - a. Presentation by Barre Area Development
 - b. Presentation by Barre Partnership
 - c. Presentation by Aldrich Library
15. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

January 2, 2019

The duly warned meeting of January 2, 2019 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 (arrived at 6:05 p.m.).

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang (arrived at 6:04 p.m.), Town Clerk-Treasurer Donna J. Kelty, Barre City Mayor Lucas Herring, Barre City Council members: Jeffrey Tuper-Giles, Sue Higby, Michael Boutin, John LePage, and Rich Morey, Barre City Clerk Carol Dawes, City Manager Steve MacKenzie, Joel Schwartz (Barre Area Development Corp.), Sarah Field, Rusty Valsangiacomo, Lauren Polk, Nancy Pope, Caitlin Corkins, David Gold, and Times Argus Reporter Dave Delcore (arrived at 7:12 p.m.).

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 Paul White, seconded by Norma Malone, the Selectboard voted to approve the meeting agenda as amended: Item 7 Executive Session, add the items of personnel and contract/equipment sale. Bob Nelson 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 December 18, 2018 with minor spelling and grammatical corrections. Bob Nelson was not present for the vote.

ANNOUNCEMENTS

- ✓ 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

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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.

- ✓ Winter sand is available free to Barre Town residents outside of the public works fence at 129 Websterville Road. This service is for residential use only. Please follow instructions posted at the sand pile. Be sure to plan ahead because, when you need it, most everyone else will too!

GUESTS – None

EXECUTIVE SESSION

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

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to go into executive session at 6:05 p.m. to discuss labor contracts, personnel, and contract/equipment sale.

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted unanimously to come out of executive session at 6:44 p.m.

ACTION ITEMS

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to reconvene the regular January 2, 2019 Selectboard meeting.

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to approve and sign the Fraternal Order of Police Lodge 004 Union Contract for the period July 1, 2018 through June 3, 2023.

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to sell the 2011 Chevy 1500 Pick Up Truck to Budzyn Tire & Recycling for the price of \$6,250.

2018-2019 TIRE CHAIN CONTRACT

Background: Annually the Town sends RFPs for tire chain parts. The chains are used on the DPW's plow trucks. There is \$16,000 for tire chains in the Equipment Fund budget. Bidding specifications were sent to 8 companies with 2 bids received. McLeods was the low bidder (and is under budget). The Shop Foreman has recommended awarding the contract to McLeods.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to award the 2018-2019 tire chain contract to McLeods based on their unit price bids totaling \$15,162.00.

IN-HOUSE FINACING OF NEW FRONT-END LOADER

Background: The net cost of purchasing the new loader was \$132,692. The Town, initially, is paying out of the Equipment Fund. During discussion of Fund Balances the Selectboard asked the Manager to provide information on the Equipment Fund borrowing from the General Fund.

Manager Rogers proposed a 5-year term (as originally planned for). Since the Equipment fund has nothing budgeted for a loader payment this fiscal year, the repayments would start December 31, 2019. The interest rate would be based on a rate of 3.75%, which is lower than was quoted in November but greater than what the General Fund cash accounts are earning. Using this information the December 31, 2019 – 2023 Equipment Fund would make a payment of \$29,523.97 (\$26,538.40 in principal and \$2,985.57 for interest).

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During discussion Board member Malone raised a concern with charging interest to the Equipment Fund. She almost feels as though it is double dipping. The Town has made other inter-fund loans in the past (Sewer fund to Community Development for the Wilson Industrial Park, and most recently the Sewer Fund to the Water Fund for a line improvement). Rogers stated if the Town lease financed the loader interest would be paid. The Equipment Fund owns the equipment and leases to all the other funds (Sewer, Water, General, and Cemetery). All other funds will be charged the “set rate” for use of the equipment.

Concern over the legality of the General Fund charging interest on the inter-fund borrowing, and the interest rate recommended seems too high. The loader is in the accounts payable warrant for January 2, 2019, so the vendor will receive their payment timely. Consensus is to get more information and to discuss this further at the next meeting.

BUDGET COMMITTEE MEMBER INTERVIEWS AND APPOINTMENTS

Background: The Town has received emails from six individuals who are interested in serving on the Budget Committee. This committee consists of 10 members; 5 Selectboard members plus 5 Barre Town registered voters (2 appointed by the Selectboard, 1 appointed by the Town Clerk and 2 remaining members selected by the 3 appointees). The Selectboard has received copies of their letters of interest. This topic is for discussion only – how does the Selectboard want to proceed? Have interviews? If there are interviews will they be only for people who have not served before? The goal is to make appointments at the January 8, 2019 Selectboard meeting.

The Selectboard agreed that only two of the candidates are not known to them. Manager Rogers will make arrangements for the Board to meet the two candidates.

REVIEW PERSONNEL POLICY (TIME PERMITTING)

The item was passed over due to time constraints.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted unanimously to approve accounts payable warrants dated December 31, 2018 and January 2, 2019.

MISCELLANEOUS

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted to approve and to sign a 2019 Second Class Liquor License for Maplewood Convenience Stores, Inc. (South Barre Road).

JOINT MEETING WITH BARRE CITY COUNCIL

Background: The Barre City Council joined the Town Selectboard to hear from three of the organization we both fund: Barre Area Development, Barre Partnership, and the Aldrich Library.

Barre Area Development Corp. (BADC); Director Joel Schwartz informed those present of some on-going items:

- Wilson Industrial Park Updates: VT Creamery, Phase 1 budget has been approved. Renovations will deal mostly with quality control and safety. S.B. Electronics is negotiating to lease part of its building. A response is expected in February 2019. VT Foodbank is in the environmental review process phase. The State of VT is investigating the use of 10 to 15 acres in the Park. Talks are ongoing.

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- In the City there has been an interest in developing a drying facility for Hemp producers. Talks are ongoing.

Mr. Schwartz provided a power point presentation on the new “branding of Barre” project. Highlights were the website (using interactive films, banner), choosing the Barre Area brand as Barre – Rock Solid, budgeting allocation for initial phase, timeline for larger needs (staffing to maintain website, etc.), coming up with the metrics to measure the success of the program, and expansion of web based marketing.

Barre Partnership: Dave Gold and Caitlin Corkins (Board members) began their overview with reiterating their mission statement. The biggest 2018 challenge was the loss of the Executive Director. Currently they have interviewed many candidates and narrowed the field to two. The top pick would require almost doubling the existing salary. The Partnership Board feels the candidate has the skills necessary to fundraise and make up the difference in what they would pay in wages. However, in the interim they are asking the City and Town Boards to help fund the shortfall of \$40,000 (which they feel would be a one-time investment).

Budgeting, timeline for a hiring a new Director, the fact that Barre Towns’ next Fiscal Year budget will not be ready before the end of March, no contract has been in place, concerns over what if this candidate does meet the short term goal(s), and there is no “long term plan” in place to help envision what direction the Partnership is heading.

The Boards commended the Partnership members for stepping up to fill the shoes of the Executive Director.

Aldrich Public Library: Nancy Pope (President of Board of Trustees) introduced the new Librarian Lauren Polk.

Highlights from the Power Point presentation were:

- The Children’s Library renovation is completed
- Statistics on use of the library were noted (88,659 items borrowed, 48,217 tech connections made which include wireless and the use of Library computers, 7,416 people attended Library programs.
- Financial update: A bookkeeper, using QuickBooks, has been hired. Funding comes from endowments, investments, with the majority from municipal funds. The full proposed budget will be presented during the Budget Committee meetings.
- In 2019 the Milne Public Meeting room will be renovated. Funding is through private donations and a grant.
- Tech efficiencies and equipment replacement costs are being compiled. Many of the tech items are old and need replacing.
- Review of membership and review of how to account for users. Individual/family users not living in Barre City or Barre Town are consider non-resident.
- Free online reading application called “Meet Libby” is available.

COME TO A CLOSE

City Councilor John LePage stated he liked the idea of the citizens/audience being eye-level with the Board. It puts people at ease and wishes the City would/could do something similar.

The Town and City Boards thanked each other for participating in this event. Forums such as these are a wise use of time and all look forward to doing more of this in the future.

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ADJOURN

On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to adjourn at 9:24 p.m.

Donna J. Kelty, Town Clerk-Treasurer

Selectboard Chair

Barre Town Selectboard