

## BARRE TOWN SELECTBOARD MEETING AGENDA

March 5, 2019

1. Call to order 8:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving February 26, 2019 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Consider Vermont Creamery request regarding **a)** fire hydrant and **b)** retaining wall in sewer line easement.
8. Consider appointments to the CV Solid Waste Management District Board of Supervisors.
9. Consider Cheney Trucking's offer to extend snowplowing contracts for two years.
10. Report on Accufund's availability and cost to meet with town staff.
11. Discuss Personnel Policy.
12. Consider approving weekly accounts payable warrants for March 5, 2019.
13. Miscellaneous: **a)** first-class liquor license for VFW and other licenses and permits, if any.
14. 'Round the table.
15. Executive session (personnel).
16. Adjourn.

## BARRE TOWN SELECTBOARD MINUTES

March 5, 2019

The duly warned meeting of March 5, 2019 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 8:00 p.m.

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

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Assistant Town Clerk Wendy Moore, Zoning Administrator Christopher Violette and David Marshall (VT Creamery consulting engineer).

**CALL TO ORDER** - The meeting was called to order at 8:02 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 Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the Selectboard meeting minutes of February 26, 2019 with minor spelling and grammatical corrections.*

### ANNOUNCEMENTS

- ✓ The public is welcome to attend Budget Committee meetings that are reviewing the July 2019 through June 2020 proposed budget. The meetings are held at the Town Offices through the end of March at 149 Websterville Road each Tuesday starting at 6:00 pm. To see whether the committee will be discussing an area of Town operations of more interest to you, like the Clerk's office or ambulance service, look for the agenda available on Friday afternoons at [barretown.org](http://barretown.org).

**Selectboard Minutes of March 5, 2019 continued:**

- ✓ The Annual Barre Town Fire Department Rabies Clinic is this Saturday March 9<sup>th</sup> at the South Barre Fire Station from 1:00 pm to 3:00 pm. For more information see [barretown.org](http://barretown.org).
- ✓ If you own and live in your Barre Town home, remember to file your Homestead Declaration form by April 15, 2019. If you do not, you'll be assessed a higher education tax rate than you actually owe. For more information see the February Barre Town newsletter you received in the mail or visit [barretown.org](http://barretown.org).
- ✓ If you would like to support the Town of Barre Community Dog Park, developed and managed by volunteers, consider buying a Calcutta ball for the Dog Park Benefit Calcutta that will be held on Saturday, April 5<sup>th</sup>. For more information see their Facebook page by searching for Barre Town Dog Park.

**GUESTS – None**

**VERMONT CREAMERY**

**Background:** Vermont Creamery (the Creamery) submitted plans and an application for major site plan approval. The major site plan review process involves two Development Review Board meetings. The Creamery's application was on the February 13<sup>th</sup> agenda. Two questions arose during that hearing which require Selectboard action. The questions are: **1)** a fire hydrant is needed to feed the sprinkler system, per state fire safety regulations and **2)** a retaining wall is needed to create a truck maneuvering area that would encroach on a town sewer easement.

The hydrant is in front of the building along Pitman Road. The retaining wall is along the sewer easement and just off Pitman Road.

**Hydrant:** The proposed plan shows the hydrant location outside of the Town right-of-way and on the backside of a drainage swale. There is concern about a public (Town owned) hydrant on private property and good access to the hydrant for maintenance and use if needed. Mr. Marshall proposed a solution to move the hydrant closer to Pitman Road so that the hydrant is in the road right-of-way and the Creamery would re-design the swale moving it away from the hydrant. The Creamery would be required to keep a cleared path from the hydrant to the fire department connection to the building and is agreement with that. Zoning Administrator Chris Violette stated that he liked the re-designed plan.

**Retaining Wall:** The proposed solution to the retaining wall encroachment is starting the wall 6'-7' deep so that it is as deep as the sewer line and replacing the existing transite pipe with PVC from the proposed new manhole downstream to the point the retaining wall bends back outside the sewer easement, approximately 106'. The new pipe should not need to be replaced for many decades. Starting the retaining wall down to the sewer pipe elevation means that the wall isn't threatened by excavation over the sewer pipe and wall would act as one side of a trench box.

Mr. Marshall stated that one of the challenges the Creamery has is that the delivery trucks need to make wide turns coming out of the building. One alternative is to back out of the building but would like to avoid this option due to traffic along Pitman Road.

Mr. Marshall talked about building the 6' high retaining wall, replacing the existing transite pipe and what this would entail regarding the sewer easement.

Jack Mitchell asked how many feet would be encroaching on the right-of-way. Mr. Marshall stated 14'. The Town's current right-of-way is 30'.

Norma Malone asked about the depth of the existing sewer line and was told about 8'. Norma has concern with the 14' encroachment and how much room that would leave to have access to the sewer line if any repairs were needed. Norma also asked about the material

**Selectboard Minutes of March 5, 2019 continued:**

used on the retaining wall. Mr. Marshall stated that it is a precast interlocking concrete block approximately 20 to 24" wide with an underground life expectancy of about 100 years.

Mr. Marshall talked about Bob Nelson's concerns for storm water run offs.

Mr. Marshall suggested, as an acceptable condition to the approval, is to layout the proposed building in the parking lot as it exists today and run a truck through those movements which will either confirm or deny what the software stated was necessary for this proposal.

The Selectboard members would like the Town Engineer to review this proposal due to the change to a 14' easement.

*On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to approve the hydrant location closer to Pitman Road that is in the Town right-of-way for the Vermont Creamery's renovation project and that part of the requirement be that the Creamery keep a path cleared from the hydrant to the Fire Department connection during inclement weather.*

The Selectboard agreed not to take action on the retaining wall until the Town Engineer reviews the proposal. This will be added back on the agenda for next week.

**CV SOLID WASTE MANAGEMENT DISTRICT**

Current representative Fred Thumm and current alternate Jack Mitchell are willing to be reappointed to the Central Vermont Solid Waste Management District Board. There have been no other applicants seeking these positions.

*On a motion by Paul White, seconded by Norma Malone, the Selectboard voted to appoint Fred Thumm as Barre Town's representative to the Central Vermont Solid Waste Management District Board of Supervisors for a one-year term expiring March 31, 2020 and to appoint W. John "Jack" Mitchell as alternate delegate for the same term. Jack Mitchell recused himself from the vote.*

**SNOWPLOWING CONTRACT**

Background: Cheney Trucking has been the Town's only contracted snow plower. The Town started with one contract and then added the second contract covering village streets a couple of years later. The Town has sought bids: the last time in 2013. That year Cheney was the only bidder. Cheney is offering to continue the contracts, at the same price per callout, for two more winters.

Two Barre Towners have asked about the plowing contracts but were unsure if they could meet the requirement of having a backup truck. If the Selectboard decides not to accept Cheney's contract and seeks bids they would have the time to find backup. It has been 6 years since the contract has been sent out to bid.

Norma Malone asked approximately how much per year is spent on this contracted service. Town Manager Rogers stated about \$60,000.

Jack Mitchell said that Cheney has done well by the Town with very few complaints and the price has been relatively the same in the past few years. Mitchell doesn't feel comfortable with the fact that the other interested parties do not have the back-up truck and driver. Bob Nelson agrees with Jack Mitchell and stated that DPW is happy with Mr. Cheney's work, but suggested if the Selectboard members do not agree then award the contract for one year.

*On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted to accept the two-year extension offer from Cheney Trucking to continue with the snow plowing contract with Barre Town and authorize the Town Manager to enter into that contract with him. Tom White voted no.*

**Selectboard Minutes of March 5, 2019 continued:**

**ACCUFUND**

Norma Malone presented an Accufund Service Quote from Matt Yezukevich with BlumShapiro. The quote was for a fee not to exceed \$1800 which includes all costs associated with a one-day onsite review of BMSI and related process discussions, including a demonstration. The original site visit was scheduled for the 14th or 15th but due to unforeseen circumstances the dates have been changed to the 20th or 21st.

Chair Tom White would like clarification if the quote is a fixed fee or not to exceed fee of up to \$1800.

*On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted to authorize the Chair to accept the quote provided by BlumShapiro for a date to be confirmed and decided upon for onsite review for the departmental use of BMSI as it is currently used for an amount up to \$1800. Chair White abstained from the vote.*

**PERSONNEL POLICY**

Assistant Town Manager Wang only had time to address comments from last week.

Due to the need to go into executive session Jack Mitchell suggested that this be tabled until next week which was agreed to by the remaining Selectboard members.

**WEEKLY ACCOUNTS PAYABLE WARRANT**

*On a motion by Paul White, seconded by Norma Malone, the Selectboard voted to approve the accounts payable warrant dated March 5, 2019. Bob Nelson recused himself from the vote.*

**MISCELLANEOUS**

*On a motion by Paul White, seconded by Norma Malone, the Selectboard voted unanimously to have the Town Clerk approve and authorize the First-Class License to Sell Malt and Vinous Beverages as well as the Outside Consumption Permit to the Veterans of Foreign Wars MacKenzie-Webster Post.*

**‘ROUND TABLE - NONE**

**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 clearly place 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 9:39 p.m. for personnel issues.*

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to come out of executive session at 10:29 pm.*

**SELECTBOARD ACTION**

*On a motion by Paul White, seconded by Norma Malone, the Selectboard voted unanimously to increase the weekly benefit maximum for the short-term disability plan for all eligible non-union employees to \$900.00.*

Selectboard Minutes of March 5, 2019 continued:

**ADJOURN**

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to adjourn at 10:30 pm.*

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Wendy Moore – Assistant Town Clerk

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Selectboard Chair

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*Barre Town Selectboard*