

## BARRE TOWN SELECTBOARD MEETING AGENDA

March 26, 2019

1. Call to order 8:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving March 19, 2019 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Presentations by organizations requesting voter approved donation: a) Project Independence, b) C.V. Home Health & Hospice, c) C.V. Council on Aging, and d) Barre Area Senior Center.
8. Discuss mattress recycling event and bulk trash collection.
9. Report about Accufund financial software.
10. Consider TSAC recommendation for Pedestrian Activity signs on Websterville Road near Mill Street.
11. Consider awarding contract for liquid calcium chloride (dust control).
12. Consider authorizing purchase of shelving units for Clerk's vault.
13. Consider selecting 2019 Pelkey Award winner.
14. Consider approving weekly accounts payable warrants for March 26, 2019.
15. Miscellaneous: a) first class liquor license for Jockey Hollow Deli and Catering, b) other licenses and permits, if any.
16. 'Round the table.
17. Executive Session (if needed).
18. Adjourn.

## BARRE TOWN SELECTBOARD MINUTES

March 26, 2019

The duly warned meeting of March 26, 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, Norma Malone, Paul White, and W. John "Jack" Mitchell. Bob Nelson was not present.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, CVSWMD Representative Bruce Westcott, Sarah Crane, Sandy Rousse, Mary Hayden, Beth Stern, Kathy Paquet, and Bob Brault.

**CALL TO ORDER** - The meeting was called to order at 8:06 p.m.

**PLEDGE OF ALLEGIANCE** - Those present recited the Pledge of Allegiance.

### APPROVE THE AGENDA

*On a motion by Paul White, and duly seconded, the Selectboard voted to approve the meeting agenda as amended: Item #15, Miscellaneous add a 2019 Second Class Liquor License for Quarry Hill Quick Stop and Item #17, Executive Session – add personnel. 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 March 19, 2019 with minor spelling and grammatical corrections. Bob Nelson was not present for the vote.*

### ANNOUNCEMENTS

- ✓ The Town needs up to two seasonal workers for the Department of Public Works. These positions help keep our roads and crew safe. Starting pay is \$11.55/hour. The

**Selectboard Minutes of March 26, 2019 continued:**

application for these positions can be picked up at the Town Offices, 149 Websterville Road, or downloaded from the Town's homepage at [www.barretown.org](http://www.barretown.org). Please apply by Friday, April 12<sup>th</sup>.

- ✓ Do you own the Vermont home you live in? Please remember to file your Homestead Declaration Form by April 15<sup>th</sup>. Otherwise you will pay higher taxes to the State than you need to and possible owe an additional penalty. The Vermont Department of Taxes can help you at 802-828-2865.
- ✓ The deadline for 2019 dog licensing is Monday, April 1<sup>st</sup>. Dogs can be licensed through the Town Clerk's Office and the hours are Monday – Friday, 8:00 a.m. – 4:30 p.m. Dogs not licensed by April 1<sup>st</sup> are subject to late fees (by state law). For more information call the Town Clerk's office at 802-479-9391 or visit the website ([www.barretown.org](http://www.barretown.org)).
- ✓ The Barre City and Barre Town Recreation Boards jointly conduct an egg hunt each spring. This year's hunt will be on Saturday, April 20, 2019 at Charlie's Playground (formerly Playground 2000) located on the road to the Barre City Middle and Elementary School. This event is for children ages 3 to 10. There are 3 hunt areas allowing children to look for eggs and prizes with children close to their age. The event starts promptly at 10:00 a.m. – be on time and bring your own basket.

**GUESTS – None**

**PRESENTATIONS BY NOT-FOR-PROFIT ON THE ANNUAL MEETING BALLOT**

Background: By Selectboard decision this year and the next 3 years four groups will give a brief presentation as part of the donation eligibility verification process. This year those agencies presenting will include Project Independence, C.V. Home Health & Hospice, C.V. Council on Aging, and Barre Area Senior Center.

Project Independence: Sara Crane was present. The program, affiliated with Gifford Health Care, is an adult daycare program which serves Washington and Northern Orange counties. Their services promote well-being through social and health related services.

The program collaborates with other health care providers and has a staff of 8 (2 registered nurses and 6 licensed nursing assistants). Hours of operation are 7:00 a.m. – 4:00 p.m., Monday through Friday. GMT provides some transportation service.

Currently there are 11 clients from Barre Town which attend at least 3 days a week.

Central Vermont Home Health & Hospice (CVHH&H): Sandy Rouse was present and gave some background on her 20 year history with this organization. Services are offered 24/7, serve all age groups, and have on-call staff available. Their goal is help keep people in their homes.

Funding comes primarily from Medicare/Medicaid. With declining insurance/federal and state money/grants fundraising is crucial. However, this is difficult when competing with other agencies from the same pool of individuals. CVHH&H recognizes municipal issues with funding as well. A per capita rate is set which is \$2.02 in Barre Town.

For more information visit their website ([www.cvhhh.org](http://www.cvhhh.org)), call 802-223-1878, or find them on Facebook.

Central Vermont Council on Aging: Mary Hayden, Beth Stern, and Kathy Paquet were present. The mission of this agency is to “support Central Vermonters to age with dignity and choice.”

CVCOA serves individuals who are 60+ years old in 54 towns in Central Vermont. This includes Lamoille, Orange (except for Thetford), and Washington Counties as well as

**Selectboard Minutes of March 26, 2019 continued:**

the towns of Bethel, Hancock, Granville, Pittsfield, Rochester, Royalton, Sharon and Stockbridge.

Their budget is \$3.6 million dollars with funding received from 54 towns (2% of total revenue). Fundraising is also an important part of the budget. On Saturday, May 4<sup>th</sup>, 7:30 p.m., at the Barre Opera House is the “Age Out Loud” presentation. This event is an evening of comedic storytelling about aging and families. Tickets can be purchased at the Barre Opera House or by contacting CVCOA for \$25.00 each.

Other discussion points were future funding, working closely with other agencies, and creating diversity in the organization.

For more information on CVCOA services phone 802-479-0531, email: [cvcoa@cvcoa.org](mailto:cvcoa@cvcoa.org), or visit their website: [www.cvcoa.org](http://www.cvcoa.org).

Barre Senior Center: Bob Brault (Treasurer since 2005) was present. He noted there are 350 members with a close split on the number of City/Town residents. They are currently located at the Wall Street Complex in Barre City.

Funding is always an issue. The Senior Center relies heavily on investment income (York bequeath) and the municipal voter approved donations. Other income includes a membership fee of \$25.00. He noted attendance and participation would be better if GMT would do a route which stops within the Wall Street Complex.

Services provided include meals on Tuesday, exercise for the elderly, craft activities, tax preparation, a very well attended foot clinic (twice a month) and a variety of other activities which promote community, health, and a general well-being.

The Center is open 9:00 a.m. – 3:00 p.m., Monday through Thursday. The best way to reach them is to just stop by and visit.

### **SPRING BULK TRASH & MATTRESS RECYLCING**

Mattress Event Background: The Central Vermont Solid Waste Management District (CVSWMD) met with the Selectboard asking if they would be willing to support a pilot program to recycle mattresses. While the Selectboard agreed to the event there were still questions (logistics) and fees (would the Town be willing to subsidize the Town residents recycling a mattress). Since the last meeting the Manager met with CVSWMD at the DPW Yard and the shop parking lot to work on logistics.

Other agreements included the CVSWMD providing 10 volunteers and 4 staff working the recycling event. Staff will be at both the DPW yard and shop. At our bulk trash collection, the CVSWMD workers will collect money, if needed, and collect and stack mattresses in the box truck. At the shop area there will be a large trailer. It will be out of the way for the DPW staff. The CVSWD District will provide the Town with a written description/guidelines for what constitutes a recyclable mattress.

The remaining discussion for the Selectboard is what will we charge per mattress or box spring? The District will charge \$30. If the Town charges residents less than that, then the Town would have to pay the difference. Mattress recycling is not mandatory, not all mattresses can be recycled, and some residents may not want to participate due to cost.

Consensus after much Board discussion is that in the spirit of the “pilot program” residents using the Bulk Trash event would not be charged for mattresses/box springs. However, the Town will reimburse, (price being negotiated), the CVSWMD for the mattresses and box springs collected for recycling. Some of the Town’s reimbursement cost will be addressed with the increase in load fees.

Bulk Trash: After last spring’s collection the Selectboard held a discussion about the collection. Board members were provided with some stats (year, number of loads, tonnage,

**Selectboard Minutes of March 26, 2019 continued:**

and number of roll-off containers), and that the current pricing for loads were set in 2008. It appears based on the number of roll-off containers that load sizes are increasing.

Discussion topics were deadline for Town Newsletter articles, advertising rate increases, providing written information on the mattress recycling program to distribute at the check-in, tax dollars help support the trash events (\$24,708 including wages), double charging for loads NOT bundled or boxed for easy handling, worker safety meetings, starting the event with more roll-off containers on the ground, and creating an inventory slip that will be provided to the unloading station(s) attendant.

By consensus the Selectboard approved the following rate increases:

<b>Vehicle Type-Description</b>	<b>Fee</b>
Car/Automobile	10.00
Small Pick-Up Truck/Van	15.00
Unloaded Car or Truck with Loaded Trailer	15.00
Loaded Car with Loaded Trailer	20.00
Loaded Pick-Up Truck/Van with Loaded Trailer	25.00
One-Ton size Dump Truck OR Flatbed	20.00
Box Truck – 10 ft. maximum box length	20.00
Loaded One-Ton with Loaded Trailer	25.00
<b>Any load with “unboxed/loose” materials will be charged double.</b>	
<b>THERE IS A 10 FT LIMIT ON LENGTH OF BOX FOR VANS AND BOX TRUCKS.</b>	

**ACCUFUND FINANCIAL SOFTWARE REPORT**

Background: AccuFund did an office visit and held discussion with Staff on Wednesday, March 20<sup>th</sup>. Tonight is to hear a report.

Malone informed the Board AccuFund representative Matt Yezukevich spent almost the entire day talking with staff (Zoning, Town Clerk-Treasurer, Manager’s office). Also present were Bonnie Batchelder, Jaime Babin and Selectboard member Malone.

AccuFund will not be able to provide a permit tracking program. The Clerk-Treasurer provided materials to see if something might be available for tax billing and its many nuances. The AccuFund report will be forthcoming.

**TSAC RECOMMENDATIONS FOR WEBSTERVILLE ROAD**

Background: When preparing/working on the Mill Street sidewalk project in East Barre the Town received a request from Barre Housing Authority, which owns apartments on Upper Mill Street. The Authority pointed out it has residents that walk in the village (to the post office, library, or store). While the sidewalk on Mill Street improved pedestrian safety these pedestrians still need to cross Websterville Road. The Authority requested “pedestrian activity signs” be placed on Websterville Road on either side of Mill Street. The Traffic Safety Advisory Committee (TSAC) voted to recommend the lime green advisory symbol signs be erected.

*On a motion by Paul White, seconded by Jack Mitchell, the Selectboard voted to approve the placement of lime green pedestrian activity symbol signs on Websterville Road, either side of Mill Street as recommended by the Barre Town Traffic Safety Advisory Committee. Bob Nelson was not present for the vote.*

**LIQUID CALCIUM CHLORIDE CONTRACT**

Background: As part of the Town’s dust control annual maintenance is the spraying of liquid calcium chloride. Ideally it would be done in late May – early June when the roads still have some natural moisture in the gravel. The roads are graded shortly before the application to help the solution settle deeper into the gravel. Weather is a challenge in coordinating the road grading with the application.

**Selectboard Minutes of March 26, 2019 continued:**

Specifications were mailed and the two usual bidders submitted bids. The low bid is from Gorman Group, which has provided this service many times. The price is slightly less than estimated when the 2018-2019 budget was prepared.

*On a motion by Paul White, seconded by Norma Malone, the Selectboard voted to award the 2019 liquid calcium chloride contract to Gorman Group at their price of \$1.02 per gallon. Bob Nelson was not present for the vote.*

**DOWNSTAIRS VAULT SHELVING UNIT**

Background: A couple of years ago the Town Clerk provided the Budget Committee with a proposal for the purchase of shelving for the downstairs vault. The mobile shelves are space savers and desperately needed. The original financing plan was to budget \$5,000 per year (over 5 years) to build up the needed amount. Last June the Selectboard designated the remainder of the money (\$15,000) for the acquisition. When placing the order it was noted the new cost is \$28,625 which includes purchase, shipping, and installation.

The new shelving configuration will include 1 unit (2-sided) to accommodate maps, the remaining 12 units will be roller/mobile units (on a track) and will accommodate various sized boxes, manuals, books, etc. which are considered “permanent records.”

*On a motion by Norma Malone, seconded by Paul White, the Selectboard voted to contract with Dupont Storage Systems to install shelving units per the March 15, 2019 proposal at a cost of \$28,625. Bob Nelson was not present for the vote.*

**WEEKLY ACCOUNTS PAYABLE WARRANT**

*On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted to approve the accounts payable warrant dated March 26, 2019. Bob Nelson was not present for the vote.*

**MISCELLANEOUS**

*On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted to approve and authorize the signing of the following 2019 Liquor Licenses:*

- 1. A first class license for Jockey Hollow Deli and Catering; and*
  - 2. A second class license for Scott & Cheryl McCarthy LLC, dba Quarry Hill Quick Stop.*
- Bob Nelson was not present for the vote.*

**‘ROUND TABLE**

Norma Malone inquired when the Selectboard will be making the Recreation Board appointment(s) and what is the status of the Fire District audit. Rogers stated at the Recreation Board item will be on the next meeting agenda. As for the Fire District audit we did receive a small bill so there must be some work being completed. No word on when the final product will be available.

Tom White inquired if the “ready” portion of the Town Report had been sent to the printer. Rogers stated not at this time. Now that his Budget work is complete, he will see the ready portion is sent and will work on the MDA Report for the Town Audit.

**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 to go into executive session at 10:40 p.m. to discuss personnel. Bob Nelson was not present for the vote. Staff (Rogers, Wang, and Kelty) were excused.*

**Selectboard Minutes of March 26, 2019 continued:**

*On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted to come out of executive session at 11:19 p.m. Bob Nelson was not present for the vote.*

**SELECTBOARD ACTION**

*On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted to approve pay raises for non-union management employees as discussed: Executive Secretary, Town Clerk-Treasurer, Town Engineer, Planning & Zoning Director, Police Chief, Public Works Superintendent, Shop Foreman, and Cemetery Sexton/Recreation Director. Bob Nelson was not present for the vote.*

**ADJOURN**

*On a motion by Paul White, and duly seconded, the Selectboard voted to adjourn at 11:22 p.m. Bob Nelson was not present for the vote.*

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Donna J. Kelty Town Clerk-Treasurer

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Selectboard Chair

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*Barre Town Selectboard*