

## BARRE TOWN SELECTBOARD MEETING AGENDA

April 30, 2019

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving April 23, 2019 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Presentation of Fiscal Year 2017-2018 audit report.
8. Quarterly report from Barre Area Development.
9. Consider authorizing contract for repaving and painting tennis-pickleball courts.
10. Consider awarding contract for spring Bulk Trash Collection roll-off service.
11. Consider adopting Resolution No. 3-19 awarding the 2019 Wendell F. Pelkey Citizenship and Public Service Award.
12. Consider approving and signing the 2019 Budget Booklet letter.
13. Consider changing the May 7, 2019 meeting date to Wednesday, May 8, 2019.
14. Review proposed Personnel Policy.
15. Consider approving weekly accounts payable warrants for April 30, 2019.
16. Miscellaneous and other licenses and permits, if any.
17. 'Round the table.
18. Executive session: labor contracts.
19. Adjourn.

## BARRE TOWN SELECTBOARD MINUTES

April 30, 2019

The duly warned meeting of April 30, 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, W. John "Jack" Mitchell, Bob Nelson, and Paul White.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, Joel Schwartz (BADC), Fred Duplessis (Sullivan & Powers), Dough Farnham (Recreation Board Chair) and Eric Blaisdell (Times Argus reporter).

**CALL TO ORDER** - The meeting was called to order at 6:00 pm.

**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 Bob Nelson, the Selectboard voted to approve the Selectboard meeting minutes of April 23, 2019 with minor spelling and grammatical correction. Tom White abstained as he was not present for the meeting.*

### ANNOUNCEMENTS

- ✓ Please vote on May 14<sup>th</sup> at the Barre Town School gymnasium from 7:00 a.m. to 7:00 p.m. on Town and Union School District budgets and other business. You can vote early! Call the Clerk's Office at 802-479-9391, email your request ([dkelty@barretown.org](mailto:dkelty@barretown.org)), or stop by the office to vote in person. Office hours are 8:00 a.m. – 4:30 p.m., Monday through Friday. Budget booklets, to prepare you for voting, are available as of Friday, May 3, 2019 at Quarry Hill Quick Stop, Hannaford,

Selectboard Minutes of April 30, 2019 Continued:

Lawson's Store, Trow Hill Grocery, Graniteville General Store, and the Municipal Building. Also look for a "budget presentation" on the local access channel.

- ✓ The Town could use your help! One or two more volunteers for the Lawn Waste Site would allow this valued service to be available the same number of days a week it has been in years past. Please consider volunteering two to three hours on one day during the week. Call 802-479-9331 for more information. The site is now open Saturdays 8:00 a.m. – Noon and Thursdays, 9:00 a.m. – Noon.
- ✓ The Spring Bulk Trash Collection will be on Saturday, May 11<sup>th</sup>, 8:00 a.m. – 2:00 p.m. at the Barre Town Public Works yard. Note fees have been increased for the first time in many years, and that some of the increase will subsidize a pilot mattress recycling program run by the Central Vermont Solid Waste Management District and the Town. We are looking for volunteers. Remember those who volunteer can use the service for free and get first dibs on other's trash that you may consider treasurer! Mitchell noted this event is not intended for rental properties or businesses. We recognize many of you may use a business vehicle. To prove residency be sure to bring documentation (property tax bill, newsletter with address, utility bill, etc.). Selectboard member Mitchell spoke to the new fees and processes for the event.
- ✓ The road in the Barre Town Recreation Area, by the Barre Town School, is open including the restrooms. The water is also back on in the Dog Park as well. Please stay off the athletic fields until they are dried and open for play
- ✓ Quarterly property taxes are due Wednesday, May 15, 2019.

**GUESTS – None**

### **FY 2017-2018 AUDIT REPORT**

Background: Fred Duplessis, Sullivan & Powers & Co., P.C., will review the highlights of the audit for the fiscal year ending June 30, 2018.

The audit review highlighted the following:

- Qualified versus unqualified opinion;
- Deficits in the Equipment Fund, Water Fund, and Ambulance Fund. Consider using General Fund unassigned balances to reduce/eliminate these deficits.
- Use of the Building Fund (has a large surplus) – should it be reclassified as Non-major Capital Projects Fund?
- True-up of the Enterprise Funds at the end of each fiscal year.
- VMERS - Town has no control over any of the assets and liabilities of the retirement program but must book this entry to comply with GASB requirements.
- The Town should have enough carry-over of Fund balance to cover the beginning of the fiscal year through the first tax collection date.

### **QUATERLY REPORT FROM BARRE AREA DEVELOPMENT (BADC)**

Joel Schwartz, Executive Director of BADC, will give his quarterly report. No action is expected. Report highlights include:

- Continuation of marketing efforts – the unveiling of videos for the Rock Solid website will be May 13<sup>th</sup> at 5:00 p.m., Blanchard Block.
- The domain name for Wilson Industrial Park is WIP.com. The drone flyover will be done in late May/early June. This will be added to the WIP website info.
- He noted there may be grants available for improvements to the Town Forest which would qualify under economic development. More meetings with various entities need to happen.
- VT Creamery groundbreaking will happen soon.

Selectboard Minutes of April 30, 2019 Continued:

- Been working with a party to operate a Bed and Breakfast in Barre Town. The business would operate on 30 acres and incorporate trails, sugaring, and vegetable farming.
- Been working on the City Zoning rewrite and lot redevelopment project.
- He has made comment on the Wilson Industrial Park covenants.
- The existing BADC website has had some old information removed, cleaned up some bad links. Once the new Rock Solid site is up and running the goal is to use the BADC website to just what BADC does.

### **CONTRACT FOR PAVING/PAINTING TENNIS/PICKLEBALL COURTS**

Background: About a month ago Recreation Board members attended a Selectboard meeting and informed them of the growing interest in pickleball. They said the winter time indoor pickleball players have asked about outdoor courts. The Recreation Board mentioned converting two (of the four) tennis courts into pickleball courts.

Last fiscal year, this year, and next years' Recreation budgets included \$26,000 budgeted for tennis court improvements. A new quote was obtained for preparing existing cracks in the tennis courts before repaving with 1 1/2" of asphalt, painting the new asphalt to mark out two tennis courts and six pickleball courts. The proposal included removal and replacement of fencing (for equipment access) and re-setting the court nets. The existing pavement has been there 35 years.

The pickleball courts would be marked on the half closest to the multi-purpose (lower soccer) field. A temporary gravel access would be made from the park road to the pickleball court area.

Recreation Board Chair Doug Farnham was present. It was noted that last Wednesday the Manager, Assistant Manager, and Mr. Farnham met with the contractor. Weather permitting work could commence when the purchase order reaches the contractors' desk. The project will take about 20 days to complete.

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to approve the Vermont Tennis Court Surfacing proposal dated April 18, 2019 in the amount of \$68,665 to provide upgrades to the Recreation Tennis courts.*

### **SPRING BULK TRASH COLLECTION ROLL-OFF SERVICE**

Background: This contract is to provide roll-off service at the Spring Bulk Trash Collection plus two 15-yard roll-offs for Green Up debris and bags. Specifications were mailed to Casella, Myers, and Earth Waste. The bid requirements for Bulk Trash day are to have nine (9) roll-offs on the ground to start the day and to keep making deliveries until 1:30 p.m.

Looking at the past 5 years bid pricing is continually increasing. Low bidder was Casella Waste at \$204/ton and Myers bid was \$225/ton.

*On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to award the Spring 2019 Bulk Trash and Green Up Day roll-off service contract to Casella Waste Management at their bid price of \$204/ton.*

### **RESOLUTION No. 3-19, 2019 WENDELL F. PELKEY CITIZENSHIP AND PUBLIC SERVICE AWARD**

Background: Annually the Selectboard will award the Wendell F. Pelkey Citizenship Award to a resident who has demonstrated an on-going commitment to the Town of Barre. Board members were provided a list of past recipients. The Board voted by paper ballot at a prior meeting and a winner declared. However, the award recipient is not announced until the Open Town Meeting (May 8, 2019, 7:30 p.m.).

Selectboard Minutes of April 30, 2019 Continued:

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to adopt “Resolution No. 3-19, A Resolution of the Town of Barre, Vermont Presenting the 2019 Wendell F. Pelkey Citizenship and Public Service Award,” said recipient to be announced at the Open Town Meeting.*

### **2019 BUDGET BOOKLET LETTER**

Background: Town Charter requires a budget booklet be available to the public (5 places) no less than 10 days before the Annual Election which this year is May 14, 2019. The booklet includes a cover letter signed by the Selectboard. A draft letter was provided to the Board prior to the meeting for review.

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to adopt and sign the “edited version” of the 2019 Budget Booklet letter.*

### **CHANGE OF SELECTBOARD MEETING DATE**

Background: At the last Selectboard meeting there was a brief conversation on moving the regular meeting of Tuesday, May 7<sup>th</sup> to Wednesday, May 8<sup>th</sup> to coincide with the Open Town Meeting. The thought is the Board could meet from 6:00 p.m. – 7:15 p.m.

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to reschedule the meeting of Tuesday, May 7, 2019 to Wednesday, May 8, 2019 to begin at 6:00 p.m.*

### **PERSONNEL POLICY**

Background: This item is to allow Chair Tom White to comment on materials reviewed by the Selectboard during his absence the last couple of meetings. It is also noted the section regarding summer workers’ bonus has been re-drafted. A section has been added for non-student workers to make it clear those workers could receive a bonus.

Chair White noted he will provide the Assistant Manager with his comments. The next step will be to prepare a “clean draft” for Selectboard review. The draft will then be forwarded to the Town Attorney for review/comment.

### **ACCOUNTS PAYABLE WARRANT**

*On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to approve the accounts payable warrant dated April 30, 2019.*

### **MISCELLANEOUS - None**

### **‘ROUND TABLE**

Norma Malone stated the Barre Town Charter changes (allowing for the voters to eliminate the position of elected Auditor) are now law. During the discussion it was noted the voters could be asked at next years’ (2020) Town Meeting to eliminate the positions.

Jack Mitchell:

- He welcomed Chair White back after his two week absence and thanked the staff for keeping the meeting agendas short.
- Resident, David Dickinson, contacted him to express thanks to the DPW for the recent “fix” to his property as a result of plow damage.
- He will not be able to attend the VT Creamery groundbreaking ceremony on May 9<sup>th</sup>.
- He congratulated Bob Nelson on his recent radio announcement for Mother’s Day. Well done!

### **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 public knowledge would put the Selectboard at a substantial disadvantage.*

Selectboard Minutes of April 30, 2019 Continued:

*On a motion by Paul White, seconded by Norma Malone, the Selectboard voted unanimously to go into executive session at 7:54 p.m. for labor contract and personnel.*

*On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted unanimously to come out of executive session at 8:43 p.m.*

**ADJOURN**

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to adjourn at 8:43 p.m.*

---

---

Donna J. Kelty, Town Clerk-Treasurer

---

---

Selectboard Chair

---

---

***Barre Town Selectboard***