

**BARRE TOWN SELECTBOARD MEETING AGENDA**  
**May 28, 2019**

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving May 21, 2019 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Consider final action (third reading) of a proposed ordinance revising the conduct standards for Town recreation areas.
8. Consider appointments to Boards, Commissions, and Committees.
9. Review Purchasing Policy.
10. Consider approving weekly accounts payable warrants for May 28, 2019.
11. Miscellaneous: including licenses and permits, if any.
12. Round the table.
13. Executive Session – labor contract (action expected).
14. Adjourn.

**BARRE TOWN SELECTBOARD MINUTES**  
**May 28, 2019**

The duly warned meeting of May 28, 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: Assistant Manager Elaine Wang and Town Clerk-Treasurer Donna J. Kelty.

**CALL TO ORDER** - The meeting was called to order at 6:01 pm.

**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 unanimously to approve the meeting agenda as presented.*

**MINUTES**

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to approve the Selectboard meeting minutes of May 21, 2019 with the corrections of minor spelling/grammatical errors to include the following:*

- *Annual Reorganization, 4<sup>th</sup> motion, second bullet, delete Thursday and add “Tuesday”;*
- *Audit Engagement Letter, Background, last sentence, delete the word working and add the word “word”;*
- *Clarify the opposed votes in the Public Hearing and TSAC motions.*

**ANNOUNCEMENTS**

- ✓ The Barre Town Recreation Board’s annual Spring into Summer Fest is coming Saturday, June 1<sup>st</sup>, 10:00 a.m. – 2:00 p.m. at the Barre Town Recreation Area behind the school. Bounce house, face painting, Hands on Big Rigs, and more! Free admission.
- ✓ The 61<sup>st</sup> Annual Barre Town Fire Department Father’s Day Chicken Bar-B-Q will be held Sunday, June 16<sup>th</sup> from Noon to 2:00 p.m. at the East Barre Fire Station. Cost is \$12.00 for adults and \$7.00 for children. Plenty of sides, you can eat in or take out.

Selectboard Minutes of May 28, 2019 Continued:

- ✓ The Town is now accepting reservations for this year's tennis lessons. If the timing of the weather-dependent tennis court rehabilitation project allows, lessons will be held July 23<sup>rd</sup> to 26<sup>th</sup> and July 29<sup>th</sup> to August 2<sup>nd</sup>. Lessons are open to adults and youth, beginners and intermediate players, for one or two week sessions. Visit [www.barretown.org](http://www.barretown.org) for the tennis lesson reservation form and more information.

**GUESTS – None**

**THIRD READING**

**ORDINANCE REVISING THE CONDUCT FOR RECREATION AREAS**

Background: After two discussions (first reading on May 8th and public hearing on May 21st) the ordinance amendment is now ready for final action.

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to read by title only “An Ordinance of the Town of Barre Amending Conduct Provisions Relating to Town Recreation Properties.”*

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to adopt “An Ordinance of the Town of Barre Amending Conduct Provisions Relating to Town Recreation Properties” as presented.*

**APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES**

Background: With various Board, Commission and Committee seats expiring May 31<sup>st</sup> the Selectboard has an annual task of appointing/reappointing members. A list of members whose terms are expiring, attendance records, and applications received were provided for members to review prior to the meeting.

*On a motion Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to reappoint Norman “Joe” Coates to the Cemetery Commission for a 5 year term to expire on May 31, 2024.*

*On a motion Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to reappoint Cedric Sanborn and Charles Thygesen to the Development Review Board for 3 year terms each to expire on May 31, 2022.*

*On a motion Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to reappoint Jim Fecteau and Bill Wolfe as alternates to the Development Review Board for one year terms each to expire on May 31, 2020.*

*On a motion Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to reappoint Charles Woodhams to the Housing Advisory Committee for a 3 year term to expire on May 31, 2022.*

*On a motion Norma Malone, seconded by Paul White, the Selectboard voted unanimously to appoint Mike Gilbar to the Planning Commission for a 4 year term to expire on May 31, 2023.*

Following the motion it was noted Mr. Gilbar is replacing long-time member Claire Duke. Mitchell thanked her for the many, many years of service.

*On a motion Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to reappoint Dave Rouleau to the Recreation Board for a 3 year term to expire on May 31, 2022.*

*On a motion Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to reappoint Jeff Blow to the Traffic Safety Advisory Committee for a 3 year term to expire May 31, 2022.*

Chair White noted there are vacancies on the Housing Advisory Committee, Recreation Board, and Traffic Safety Advisory Committee. Asst. Manager Wang will check

Selectboard Minutes of May 28, 2019 Continued:

with the candidate who interviewed for the Recreation Board a few months ago to see if she is still interested in serving.

## **REVIEW OF PURCHASING POLICY**

Background: During the reorganizational meeting Selectboard members questioned the layout and some of the content of the Purchasing Policy. It has been placed on the agenda for further discussion. Manager Rogers had provided comments to the Board for review prior to the meeting.

Discussion consensus is to 1) hear from the Town Manager on what the current purchasing practices are; 2) Delete the Local Vendor Allowance Section; 3) Increase the bid limit to \$10,000 which matches Town Charter; 4) reformat the categories for budgeted/nonbudgeted items and the authority by level (Dept. Head, Town Manager or designee, and Selectboard). The Board would like to revisit the suggested changes in two weeks. This will provide staff with adequate review time.

## **ACCOUNTS PAYABLE WARRANT**

*On a motion by Norma Malone, seconded by Paul White, the Selectboard voted to approve the accounts payable warrant dated May 28, 2019 and to hold the payment to Barre City (sewage treatment) until the Manager can clarify the bill information. The motion passed with Bob Nelson recusing himself due to an employer conflict.*

## **MISCELLANEOUS**

Norma Malone reminded the Board that she, Paul White, and Asst. Town Manager Wang will be meeting on June 10<sup>th</sup> at 1:00 p.m. to continue the work on the draft Personnel Policy.

## **'ROUND TABLE**

Bob Nelson stated his disappointment regarding the recent fire in the restroom at the Barre Town Recreation Area. He also appreciated the update on the AccuFund Accounting Software transition.

Paul White noted that it cost the Town \$2,450 to dispose of the 98 mattresses collected at the Spring Bulk Trash Event. He would like to know what the fees would have been under the old fee system.

Paul White also was glad to hear a stormwater profile was going to be completed on Sierra Lavin Road.

Jack Mitchell noted there were some washouts at the bottom of Quarry Hill Road.

Jack Mitchell read in the DPW report the rented road sweeper had a breakdown. He remembers the same thing happening last year and wondered if the sweeper was rented from the same company.

Tom White reminded Board members to narrow down their Selectboard goal list – pick one top priority.

Tom White appreciated receiving the Assessor Update Report.

## **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 put the Selectboard at a substantial disadvantage.*

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to go into executive session at 6:50 p.m. to discuss contracts with action expected.*

Selectboard Minutes of May 28, 2019 Continued:

*On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to come out of executive session at 7:52 p.m.*

**CONTRACT ACTION**

*On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to ratify the Collective Bargaining Agreement between the Town of Barre and Local 3702 of the International Association of Firefighters AFL-CIO-CLC, for the period July 1, 2018 through June 30, 2023 which represents the full-time EMS employees.*

**ADJOURN**

*On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to adjourn at 7:55 p.m.*

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Donna J. Kelty, Town Clerk-Treasurer

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Selectboard Chair

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***Barre Town Selectboard***