

## BARRE TOWN SELECTBOARD MEETING AGENDA

June 4, 2019

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving May 28, 2019 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Consider issuing 2019 unlicensed dog warrant.
8. Review of State's proposed changes to tax bill form.
9. Review of Town's Investment Policy (General).
10. Consider expressing interest in participating in a storm water project to develop partnership between Towns and private landowners.
11. Consider approving weekly accounts payable warrants for June 4, 2019.
12. Miscellaneous: including licenses and permits, if any.
13. 'Round the table.
14. Executive Session, if needed.
15. Adjourn.

## BARRE TOWN SELECTBOARD MINUTES

June 4, 2019

The duly warned meeting of June 4, 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: Paul White, Norma Malone, and W. John "Jack" Mitchell. Bob Nelson and Tom White were not present.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, Elizabeth Hunt and Calista Hanna.

**CALL TO ORDER** – Vice Chair White called the meeting to order at 6:00 pm.

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

### APPROVE THE AGENDA

*On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted to approve the meeting agenda as presented. Bob Nelson and Tom White were not present for the vote.*

### MINUTES

*On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted unanimously to approve the Selectboard meeting minutes of May 28, 2019 with minor corrections to spelling and grammar. Bob Nelson and Tom White were not present for the vote.*

### ANNOUNCEMENTS

- ✓ 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.
- ✓ Tennis anyone? 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.

Selectboard Minutes of June 4, 2019 Continued:

- ✓ Would you like a nature guide through the Barre Town Forest? Every Tuesday morning from now through September, Barre Town Forest Friend volunteer Marianne Kotch leads easy to moderate walks to explore various trails and lookouts. All ages welcome, and dogs on leashes too. All walks begin at 9:00 a.m. at the 44 Brook Street parking area for the Town Forest in Websterville and last approximately an hour and a half. Contact Marianne Kotch at 476-4185 for details.
- ✓ Are you planning fireworks? Please be aware that Class B or Class C fireworks displays require a permit from the Town. And, your completed permit application must be submitted to the Town Clerk's office at least 15 days prior to the display date. You can get a fireworks display permit application from the website ([www.barretown.org](http://www.barretown.org)) or by calling the Town Clerk's office at 802-479-9391.
- ✓ Vice Chair Paul White informed the viewing audience that following last week's executive session, the Selectboard voted to ratify the Collective Bargaining Agreement between the Town of Barre and Local 3702 of the International Association of Firefighters AFL-CIO-CLC, which represents the full time EMS employees.
- ✓ Manager Rogers noted there are still Board vacancies for the Recreation Board, Traffic Safety Advisory Committee and Housing Committee. If you are interested in serving contact the Town Manager's Office. Asst. Manager Wang informed the Board the party that was interested in the Recreation Board this past winter is willing to serve now. It will be on a future agenda.

**GUESTS – None**

### **2019 DOG WARRANT**

Background: As spelled out in State Law, a warrant is issued to the Police Department for follow-up on dogs which are not licensed. The warrant language is as stated in statute and dogs are not destroyed, but the owners can be fined. There are 85 unlicensed dogs on the list presented to the Board.

*On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted to issue and sign the 2019 Unlicensed Dog Warrant for the Town of Barre. Bob Nelson and Tom White were not present for the vote.*

### **NEW TAX BILL FORM**

Background: Last week the Town Clerk/Treasurer was notified the property tax bill form will be changing. The Selectboard was provided the information available to date. Some of the changes include language which must appear on the front and back of the bill. This is an informational item only.

The Town Clerk-Treasurer reviewed the changes to the bill form/information. As soon as the "finalized changes" from Property Valuation & Review are complete they will be posted to the website. The change will not result in a late release of property tax bills.

### **INVESTMENT AND FINANCE POLICY REVIEW**

Background: During the Budget Committee meetings the Board asked for a review of the Investment and Finance Policy. There are currently three (3) such policies covering General Fund, Cemetery Trust Fund, and Sewer Capital Improvement Funds. A copy was provided to the Board for review prior to the meeting.

History: The Town had an inadequate written investment policy which restricted the Treasurer from using some safe and higher paying investment options. In 2002, the Manager, Clerk-Treasurer, and resident/investor Mark Perry met and made recommendations to the Selectboard for revisions which were adopted. The Policy remained unchanged until the 2016 amendment allowing the use of credit cards as "acceptable financing."

Current Information:

*Cemetery Trust monies*, aka perpetual care, can only be spent on very specific items which are outlined in State law (VSA Title 18, §5306). It further states these monies may be invested and interest income can be used for day to day cemetery operations. Most of the Town's monies are invested with Edward Jones. Types of investments vary from bonds to government sponsored notes, each with varying interest rates and maturity dates. The past 3 years interest income has been: FY 16-17 \$11,171.00, FY 17-18 \$12,723, and for FY 18-19 (end of May) \$12,214. The average annual rate is 5.51%.

The *Sewer Capital Improvement (SCI) Fund* investment was established (\$300,000 principal) with Edward Jones in July 2015. Bank interest rates at the time were below 1%. With the bond market not doing well at the time the investments were CDs through Edward Jones. I am happy to say the bond market is improving. So as CDs mature, they are being reinvested in bonds/government sponsored notes. Allowing the CD interest to rollover into principal since July 2015 has resulted in a principal balance of \$305,721.93. Beginning July 1, 2019 the interest income will be returned to the SCI Fund for operating.

The Reappraisal Fund has a cash balance around \$479,000 (end of month April). The funds are held in a money market account (.95% interest rate). Interest income for FY 17-18 was \$3,263 and FY 18-19 (thru April) is \$3,353. In July 2019 the Treasurer will move \$200,000 of the balance to another investment with a higher yield.

The General and other Funds (Ambulance, balance remaining in the Sewer Capital Improvement fund, as well as Equipment, Sewer and Water Funds) are more complicated in that their cash is comingled in a sweep account. This was done to maximize interest income. The sweep account funds are collateralized with US Treasury repurchase agreements. The interest rate varies, but currently pay at 1.75%. The General Fund also has \$200,000 in a CD earning 2.46% interest.

Consensus of the Board is to add a section on Prohibited Investments and to amend the Diversification Section to add limits with regards to varying investment types. The Board would also like to see an investment report on a regular basis.

**STORMWATER PROJECT**

Background: The Central Vermont Regional Planning Commission (CVRPC) sent a request to the Manager inquiring if the Town was interested in possibly participating in and being selected for a project whereby Watershed Consulting Associates would develop partnerships between the Town and a private owner for stormwater projects. There is no guarantee the Town will be selected if the Selectboard is interested in participating. However, if we were selected there is one commitment, to hold an informational meeting during a regular Board meeting to discuss stormwater. The CVRPC deadline to respond is June 5<sup>th</sup>.

Manager Rogers informed the Board the CVRPC sent this inquiry to 43 towns they determined to be eligible for the program. By June 12<sup>th</sup> the list will be pared down to 15 towns and a notification letter will be sent. If Barre Town is selected the only requirement would be to hold a meeting (late June to early July) to learn more about the sites in our Town which are eligible. At this time we would have the opportunity to continue with the process. This program would only take the project to 30% completion (the preliminary design phase).

*On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted to submit Barre Town's interest in participating in a stormwater project to develop partnerships between towns and private landowners to the Central Vermont Regional Planning Commission. Bob Nelson and Tom White were not present for the vote.*

## ACCOUNTS PAYABLE WARRANT

The Manager provided the Board with detailed information on how the Barre City Sewage Treatment bill was calculated.

*On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted to approve the accounts payable warrant dated June 4, 2019 and to release the payment to Barre City (sewage treatment). Bob Nelson and Tom White were not present for the vote.*

## MISCELLANEOUS

The Town Clerk informed the Board the Governor has signed the House Bill 526 increasing the recording fees and mandating the setting aside a portion to record preservation, digitization, and restoration. The new fees will go into effect July 1, 2019. More information will be forthcoming.

## ‘ROUND TABLE

Norma Malone stated she read the article in the newspaper regarding a resident request for a sidewalk on Hill Street due to the increased pedestrian traffic resulting from the revitalized Trow Hill Playground and those going to the grocery store. Since individuals are walking in the road, the Selectboard would like to hear from the Traffic Safety Advisory Committee with possible recommendations. It was also noted in discussion there is no sidewalk policy, the only mention of sidewalks in ordinance pertains to new subdivisions, recent sidewalk construction has been funded through grants, and the engineering costs due to grade, easements, etc. on Hill Street would be costly.

### Jack Mitchell:

- What is the status on the Traffic Safety Advisory Committee’s line striping policy? Rogers stated the TSAC did make a recommendation to add edge lines on certain types of roads but did not define or list which roads they were in Barre Town. It was suggested the TSAC be given a list of roads and ask they state which ones they believe should be striped.
- How did the Annual Recreation Event go last Saturday? Asst. Manager Wang stated it was a success. There were 305 in attendance and the weather was perfect (not too hot or too cold/wet).
- He will not be attending the Board of Abatement meeting tomorrow night due to a conflict with the CVSWMD Board meeting.
- Just a reminder that D-Day is happening on June 6<sup>th</sup> – the same day as DPW negotiations. Hope it is not a sign.....

### Paul White:

- Update on the ash tree study/removal program in Town. Rogers stated additional funds were added to the FY 19-20 budget. There are 3,630 trees on Town property. Their removal is being categorized by condition (good, fair, poor, dead) and diameter size. The process will begin with those that are dead and have the largest diameter. It is most cost effective to act early when it comes to removal.
- He noted what appeared to be a water leak. Rogers stated that it was not, but a valve release for the end of the water system. This valve helps with the chlorination process.
- He informed the Manager there may be another Cemetery Commission vacancy soon. When making the Board appointments at the end of May there was an application from an interested citizen wanting to serve on the Cemetery Commission. Keep this in mind when recruiting for the Board vacancy.

## EXECUTIVE SESSION - None

**ADJOURN**

*On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to adjourn at 7:18 p.m. Bob Nelson and Tom White were 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*