

BARRE TOWN SELECTBOARD MEETING AGENDA
July 16, 2019

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving July 2, 2019 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Discuss next property value (tax) reappraisal.
8. Quarterly Department Head visits: a) Police chief; b) EMS Director.
9. Consider award of purchase contract for new ambulance.
10. Consider adopting 2019 Road and Bridge Standards.
11. Consider approving sale of 2014 Ford pickup truck.
12. Consider authorizing signs stating dogs must be leashed.
13. Consider approving weekly accounts payable warrants for July 9 and 16, 2019.
14. Miscellaneous: including licenses and permits, if any.
15. ‘Round the table.
16. Executive Session: (real estate, contracts, labor contracts.
17. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
July 16, 2019

The duly warned meeting of July 16, 2019 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville was held at 6:00 p.m.

The following members were in attendance: Paul White, Norma Malone, and W. John “Jack” Mitchell, and Tom White. Bob Nelson was not present.

Attendance for the regular meeting: Town Manager Carl Rogers, Town Clerk-Treasurer Donna J. Kelty, Assessor Russ Beaudoin, EMS Director Chris Lamonda, and Police Chief William Dodge.

CALL TO ORDER – The regular meeting was called to order at 6:00 p.m.

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

APPROVE THE AGENDA

On a motion by Paul White, seconded by Jack Mitchell, the Selectboard voted to approve the meeting agenda. 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 July 02, 2019 with minor corrections to spelling and grammar. Bob Nelson was not present for the vote.

ANNOUNCEMENTS

- ✓ Everyone is welcome to attend the Recreation Board’s free Summer Ice Cream Socials on Tuesday evenings through August 13th. The socials are held at a different playground each week. The remaining schedule is: July 23rd at the South Barre Playground, July 30th at the East Barre Playground, August 6th at the Upper Graniteville Playground, and August 13th at the Upper Websterville Playground. The Socials start at 6:30 p.m. and not just for kids!
- ✓ The Department of Public Works is gearing up for road paving work. You may have seen the crews removing sewer manhole covers and patching the excavation or replacing culverts. The pavement milling contractor is planning to perform its work during the period July 25 – 31, 2019. The list of roads to be milled can be found on

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the website (www.barretown.org). The first round of paving is scheduled for August 12 – 23, 2019. The paving contractor has not said what days paving will be done. Please slow down around all road work sites.

- ✓ There are two vacancies on the Traffic Safety Advisory Committee (TSAC) and one on the Housing Advisory Committee. The TSAC meets the third Wednesday of the month at 7:00 p.m. The Housing Committee meets as needed. For more information about the committees visit the website; click on Boards and Commission, and then the group of your interest. For more information or to ask questions call the Town Manager's Office at 802-479-9331.
- ✓ On Friday, July 12th, the new fiscal year property tax/sewer bills were mailed. If you have not received your bill by July 19th contact the Town Clerk-Treasurer's office during normal business hours (Monday – Friday, 8:00 a.m. – 4:30 p.m.) or call 802-479-9391. Be sure to review you tax to ensure you are receiving the correct education tax rate (homestead or non-residential).
- ✓ Chair White informed the viewing audience that after the July 16, 2019 Selectboard Meeting Executive Session, the Board unanimously voted to approve and sign a 3-year labor contract with the AFSCME LOCAL #1369, COUNCEL 93 (DPW Union) contract.

GUESTS - None

NEXT PROPERTY TAX REAPPRAISAL

Background: The State Legislature recently changed the Common Level of Appraisal (CLA) threshold for triggering a reappraisal from 80% or below to 85% or below. Barre Town's CLA is now 85.32% and dropping a percent or so every year. It is almost certain next year the State will order Barre Town to conduct a reappraisal. The last reappraisal was put in effect as of April 1, 2004. The 2008 great recession lowered property values for a while staving off the need for reappraisal for several years.

Complete reappraisal means every property (3,541 listed on the latest Form 411) is inspected for land, improvements and buildings, which would be looked at inside and out. Photographs are taken and sketches made. Data would be entered into the Proval system which we currently use.

Assessor Russ Beaudoin is certified by the State as a Reappraisal Project Manager and would be the responsible party. At budget time we estimated the Reappraisal Fund would have \$506,000 as of June 30, 2019. The Assessor mentioned starting the process this Fall and have the reappraisal ready for April 1, 2021.

The Manager noted information about the 2019 Grand List: There were over 280 real estate inspections. With current use and business personal property accounts added on, 429 Notices of Change of Appraisal were sent out. There were 9 grievance hearings resulting from those Notices and Mr. Beaudoin anticipates there will be one appeal to the Board of Tax Appeals.

Mr. Beaudoin stated it has been 15 years since the last reappraisal. Standard practice is not to go longer than 10 years. He noted there have been shifts in neighborhoods over the years and homes not requiring permits have been upgraded.

He is available to oversee the Town's reappraisal which "off the cuff" could cost around \$60 per parcel. The plan would be to hire a couple of data collectors (contracted individuals not employees) which the Town would pay directly. The timeline for the process would be around 18+/- months with new values being lodged April 1, 2021. He will provide a cost proposal for the Selectboard to review in two weeks. If the Board approves his proposal work would begin as soon as September 2019.

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There was brief discussion regarding specialty appraisal such as Rock of Ages. It was noted they had a fairly recent outside appraisal done around 2013 and Mr. Beaudoin feels confident an agreed upon value can be reached.

DEPARTMENT HEAD QUARTERLY VISITS

Police Chief William Dodge: The Chief provided the Board with written reports. Topics of discussion included: staffing to include a new Admin/Dispatch employee (Miriam Larkin), the ongoing issue of recruiting police officers, purging of old case files, the handling of animal complaints (being done by all Officers), the recent grant paperwork to purchase a new E-Ticket system (and it's benefits to the Department), and the need to review the collection process for Town parking tickets.

EMS Director Chris Lamonda: During his last visit the Board requested more information on cancellations, Mutual Aid, and Mutual Aid cancelation calls. Each, cancellations and mutual aid, have several categories, which were defined. Mr. Lamonda provided a regional map noting locations and types of providers (volunteer service, staffed day/maybe night service, and 24/7 career stations). Of the mutual aid calls 25% were to Mad River Ambulance, 22% for Barre City and in third place was Northfield Ambulance. It was noted that the majority of the calls for Mad River and Northfield are for paramedic intercept which is billable.

Discussion focused on mutual aid calls where a community was relying on the Town Service to subsidize their day to day operations. Example: A municipality has a combination Fire/EMS Department. The Fire Department is toned out with all hands on deck. An ambulance call comes and the Town provides mutual aid service. Granted we receive revenue from the call, but it puts one of vehicles out of service when we could be doing other work. The thought is there should be some subsidy to the Town, but how to determine an amount is unclear. Then there is the thought that perhaps one-day this community could be a Town ambulance customer – but does the Town really want to become more “regionalized”?

To boost revenue our ambulance billing process, to include collections, is being reviewed. The Manager, Town Clerk-Treasurer, and Director have met with the current billing company and are obtaining information. Once data and research have been compiled a recommendation on changes will be made. Director Lamonda has made this a priority item.

Good news is applications for the Shift Supervisors were received this week. They will be reviewed this week and interviews conducted. The Shift Supervisor will help free up the Director's time so he can work on things such as the billing process.

PURCHASE OF NEW AMUBLANCE

Background: The current fiscal year Equipment Fund budget contains \$140,000 for a cash purchase of new ambulance. Bidding specifications from the last round of bidding (in 2017) were updated as needed. There was an addition that bids for demo units with less than 1,000 miles would be accepted, as well as bids for new rigs. Bidding specs were mailed to six (6) dealers and bids were received from four (4).

The low bid is Bert's Emergency Vehicles (Blackstone, MA) at \$137,202. They sell Medix Ambulances and we have purchased many from Bert's over the years. The owner has been easy to work with on delivery details.

Shop Foreman Martel states the bid meets specifications and EMS Director Lamonda recommends the purchase. Staff also recommend purchasing the optional extended warranty. The plan is to keep the ambulance 4 years. It would not be uncommon in 4 years to have over 150,000 miles. Major repairs to an ambulance are not uncommon either. The 5-year warranty costs \$5,150. Should the warranty be purchased the total sale price would be \$142,652.

Selectboard Minutes of July 16, 2019 Continued:

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted to award a purchase contract for a 2019 Ford E450 ambulance with Medix box from Bert's Emergency Vehicles for \$137,102. Bob Nelson was not present for the vote.

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted to purchase the 5-year Ford premium Care extended warranty plan for \$5,150. Bob Nelson was not present for the vote.

2019 ROAD AND BRIDGE STANDARDS

Background: There is a practical need for the Town Road and Bridge Standards (last approved in 2017 and the next review not scheduled until 2021) to be updated sooner than expected. This update would eliminate the overlap with the Municipal Roads General (stormwater) Permit standards, which all Towns must follow. The MRGP only cover "hydrologically-connected" local roads. The Selectboard was provided a copy of the cover letter from the State and the template document to be adopted.

The Manager provided the Board with a completed document to include an Addendum A which enhances the document for our use. Discussion included the Town Engineer role in the process.

On a motion by Paul White, seconded by Norma Malone, the Selectboard voted to adopt and sign the 2019 Town Road and Bridge Standards as presented. Bob Nelson was not present for the vote.

SALE OF EQUIPMENT

Background: The Town placed our 2014 Ford F150, 4wd, regular cab, 8' box and 5.0 L engine pickup truck for sale on GovDeals.com. It was used by the DPW Superintendent and has 103,200 miles on the odometer. Bidding closed at 8:00 p.m. on July 15, 2019.

The Manager provided the Board with the bid results.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to sell the 2014 Ford F150, 4wd, regular cab, 8' box, and 5.0 L engine pickup truck for the price of \$5,500 (high bidder on GovDeals.com). Bob Nelson was not present for the vote.

DOGS MUST BE LEASHED SIGNS

Background: The Recreation Board at their recent meeting voted to install "Dogs Must Be on Leashes" signs at all recreation areas, including trail heads for the Town Forest. Dog Park Committee members panned the idea having designated dogs may be off leash areas. The Selectboard is being asked if they want to be consistent with the Recreation Board and have the sign(s) posted on the piece of gravel road in the Wilson Industrial Park.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard agreed to follow the Recreation Board decision and to post "Dogs Must Be on Leashes" signs on the gravel section of road in the Wilson Industrial Park. Paul White voted no. Bob Nelson was not present for the vote.

Motion discussion focused on sign clutter and the setting of precedent for the signs.

ACCOUNTS PAYABLE WARRANT

On a motion by Paul White, seconded by Jack Mitchell, the Selectboard voted to approve the accounts payable warrants dated July 9, 2019 and July 16, 2019. Bob Nelson was not present for the vote.

MISCELLANEOUS - None

'ROUND TABLE

Norma Malone inquired on the Websterville Fire District Audit. There has been completed work and the Manager and Clerk/Treasurer are in the process of assessing assets and collecting additional data.

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Paul White attended the Recreation Board Ice Cream Social at the Trow Hill playground and was pleased to see a portable toilet on the premises.

Jack Mitchell

- A resident who walks the South Barre sidewalk to Maplewood’s noted the sidewalk is covered with sand and dust. He would like to see this cleaned up.
- He inquired if Sterling Hill Road (bottom section) had received chloride yet as it was very dusty. Rogers stated the contractor had not come yet, depending on weather he may be here Thursday, this week.
- He is still at camp and will be leaving no later than 9:30 p.m. tonight if this meeting has not ended.

Tom White stated that Jamie Stewart is seeking a Selectboard letter of support for a grant funding request for the construction of the crosswalks at Vermont Creamery. Board consensus is to support this request. Mr. White will reach out to Mr. Stewart for a draft letter and it will be on the July 30th Selectboard meeting agenda.

Board members were reminded that next Tuesday is a Selectboard retreat meeting.

EXECUTIVE SESSION

On a motion by Jack Mitchell, seconded by Norma Malone, 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 8:38 p.m. to discuss real estate, labor contracts, and personnel. Bob Nelson was not present for the vote.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to come out of executive session at 9:28 p.m. Bob Nelson was not present for the vote.

ADJOURN

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to adjourn at 9:28 p.m. Bob Nelson was not present for the vote.

Donna J. Kelty, Town Clerk-Treasurer

Selectboard Chair

Barre Town Selectboard