

BARRE TOWN SELECTBOARD MEETING AGENDA

October 1, 2019

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Executive session - legal
5. Consider approving September 24, 2019 meeting minutes.
6. Announcements
7. Receive guests for non-agenda items.
8. Interview applicant for Housing Advisory Committee and consider appointment to same.
9. Quarterly Department Head visits: a) Acting Public Works Superintendent, b) EMS Director, and c) Police Chief.
10. Consider Traffic Safety Advisory Committee recommendations: a) wider shoulder (for pedestrians) on section of Hill Street, b) Pedestrian Activity sign on Barclay Quarry Road, and c) painting center line on Miller Road Extension.
11. Consider adopting revised Purchasing Policy.
12. Review final draft of Personnel Policy.
13. Consider acknowledging receipt of USDA notice of bonds paid in full.
14. Consider approving letter of support for School District's electric bus grant application.
15. Consider approving weekly accounts payable warrant for October 1, 2019.
16. Miscellaneous, including fireworks permit for 59 Littlejohn Road on October 5th, and other licenses and permits.
17. 'Round the table.
18. Executive session: personnel.
19. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

October 1, 2019

The duly warned meeting of October 1, 2019 was held at 6:00 p.m. in the Barre Town Municipal Building, Selectboard Room, in Lower Websterville.

The following members were in attendance: Norma Malone, W. John "Jack" Mitchell, Bob Nelson, Paul White, and Tom White.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kely, Attorney Mike Monte, DPW Superintendent Tom Anderson, EMS Director Chris Lamonda, Police Chief William Dodge, Terry Smith, and Sebastian Arduengo.

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 Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to approve the agenda.

EXECUTIVE SESSION (1)

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 clearly place the Selectboard at a substantial disadvantage.

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to go into executive session at 6:02 p.m. to discuss legal. Attorney Mike Monte was invited to attend the executive session.

Selectboard Minutes of October 1, 2019 Continued:

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to come out of executive session at 6:47 p.m. Attorney Monte left the meeting.

MINUTES

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted to approve the Selectboard meeting minutes of September 24, 2019 with minor corrections to spelling and grammar as provided by the Town Clerk-Treasurer.

ANNOUNCEMENTS

- ✓ If you need somewhere to take your leaves or other lawn waste, the Town's Lawn Waste Site on Holden Road is open Monday afternoon from 3:00 p.m. to 6:00 p.m., Wednesday afternoons 4:00 p.m. to 6:00 p.m., Thursday mornings 9:00 a.m. to Noon, and Saturday mornings 8:00 a.m. – Noon. On a few upcoming weekends, the site will be open on Saturdays 8:00 a.m. – 4:00 p.m. and on Sunday Noon to 4:00 p.m. Those weekend dates of extended hours are October 12th and 13th, 19th and 20th, and 26th and 27th.

GUESTS

Terry Smith (Recreation Board) was present. She informed the Board the Summer programs went well. The Tuesday, Ice Cream Socials were a big success – there were 980 people attending the six Socials. Trow Hill Playground was the biggest with 300 attendees.

The 4th Annual Fall Festival attendance was 477. The first year saw 200 attendees. However, it has now reached a point where the Board can no longer host the event on their own. Volunteers are needed. She thanked the Public Safety Departments, Selectboard, DPW, and staff for all the assistance in making these events a reality.

HOUSING ADVISORY COMMITTEE - INTERVIEW

Background: There are two vacancies on the Housing Advisory Committee. Pat Dessureau's term expired in 2018 and Jenny Hyslop's term expired on May 31, 2019. Full terms on this committee are for three years. Tonight the Board will be interviewing a candidate.

Sebastian Arduengo provided the Board with an oral history (personal and work). The Board thanked Mr. Arduengo for wanting to learn more and give back to his community.

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to appoint Sebastian Arduengo to the Housing Advisory Committee for the remainder of a 3-year term that will expire in May 31, 2022.

QUARTERLY DEPARTMENT HEAD VISITS

The Acting DPW Superintendent Tom Anderson, EMS Director Chris Lamonda, and Police Chief William Dodge were present to give the Selectboard their quarterly reports.

DPW: Mr. Anderson spoke to the many quarterly work items.

- Completed the Route 110, Route 302 water line project
- As part of ditch cleanup ledge was removed and culverts cleared.
- Road grading and gravel road ditch work was completed.
- Hired out the removal of several large trees.
- Paved 18 roads and is finishing the list of "walk-a-round" items.
- The crews did 1 ½ miles of hydroseeding.
- Work will begin at the South Barre pit soon, as well as the drainage project on Sierra Lavin Road.

Selectboard Minutes of October 1, 2019 Continued:

Mr. Anderson will be leaving the end of month. He thanked the DPW crew who stepped up and helped wherever they were needed.

Board Members thanked Mr. Anderson for stepping in and being a “good steward for the municipality.” His leadership experience has been valuable.

EMS: Direct Chris Lamonda reported as follows:

- Staffing – The 3 new shift supervisors (LeeAnn Hatch, Dave Danforth, Devin Krevetski) and Training Coordinator (Mickey Witham) are doing well with their initial training. He anticipates they will be up to speed in a few months. It appears, once trained, the Director will have more time to focus on other immediate tasks.
- Lynn Doney will be retiring end of month October 2019. The position is being advertised to replace this full-time slot.
- The Board was informed of new legislation requiring Medicare (CMS) to collect fiscal data on the operation of all U.S. ambulance services. This reporting will be very detailed and we should have no problem with obtaining the information. The purpose is to have a more realistic number on the cost to operate an ambulance service. Half the services will be done in 2020 and the other half in 2021.
- Lamonda has not had the opportunity to work on billing (mutual aid/collections).
- The new scheduling software, now over the learning curve, is proving to be a real time-saver.

POLICE: Chief William Dodge provided the following:

- Staffing – still recruiting, hired a temporary full-time officer, ongoing military deployments/returns within the ranks.
- Budget – they now have new body cameras (13) – one for each full-timer, a couple for part-time, and the remaining are shared by the per-diem.
- The new dispatcher is doing a great job. Currently working on a retention policy, VALCOR training, and ticket reordering.
- The Department participated in the BTMES Fall Harvest serving 350-400 kids. The busiest they have seen.
- A recent donation of \$3,000 was made for the K9 program. Next fiscal year budget will see an increase in the K9 line items (veterinary service and food).
- The Department will see grant revenue in addition to the E-ticket grant funds expended.
- The Police Department once again has “ice cream tickets” for those children they find obeying safety laws – like wearing their helmets.
- The ACO, Loretta Wilson, is taking calls and will be using her own vehicle.
- No plans to fill a School Resource Officer (SRO) at this time. However, the Chief is working with the school to make police presence known. There was discussion noting the School has money in their budget for a SRO and the Chief should see if he could tap into this.
- No real discussion but talk of having a shared space with EMS was noted..

TRAFFIC SAFETY ADVISORY COMMITTEE RECOMMENDATIONS

Hill Street Road shoulder: A Hill Street resident (between the Trow Hill Playground the Grocery) asked in summer if the Town would build a sidewalk from the playground to the store because of the amount of pedestrian traffic. Per Selectboard request the Traffic Safety Advisory Committee (TSAC) met at the site in June. They recommended pedestrian activity signs above and below the area which have been installed. The TSAC further discussed the expense of building/maintaining a sidewalk and alternatives at their September 18th meeting. Alternatives included a wider road shoulder, an at-grade path offset from the road, and sidewalk behind curbing). The TSAC voted to recommend a wider shoulder (targeting 4’ more shoulder) from the playground to the Grocery parking lot. This section of Hill Street is scheduled for paving next fiscal year.

Selectboard Minutes of October 1, 2019 Continued:

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted to accept and agree with the Traffic Safety Advisory Committee's decision to approve clearing and paving an approximate 4' wider shoulder along the south side of Hill Street from the Trow Hill playground to the store parking lot. Norma Malone and Paul White voted no.

Motion discussion: concerns for inadequate buffer between traffic and pedestrians; perhaps using other pavement such as staymat, and drainage/runoff from a paved area.

Barclay Quarry Road is off Graniteville Road in Upper Graniteville. It is the access to the Town Forest parking area. Residents who live near the end of the road asked if something could be done to improve safety due to speeding vehicles and amount of pedestrian use. TSAC visiting the site, spoke with the residents. After the site visit trees and brush along the street were cut to improve sight lines, especially around a slight curve. During the September 18th meeting, TSAC voted to recommend having a lime green pedestrian activity sign with a 15 mph advisory placard underneath posted between the first driveway on Barclay Quarry Road and Clermont Street.

On a motion by Paul White, seconded by Bob Nelson, the Selectboard voted to approve installing a lime green pedestrian activity sign with 15 mph advisory placard on Barclay Quarry Road between the first driveway and Clermont Street. Norma Malone and Tom White voted no.

Motion discussion focused on the posted speed limit of 25 mph, it is a dead-end road, and perception of excessive speed given the road construction and layout.

Center road lines: TSAC revisited its line striping policy. During their discussion the road line painting list, history and a map showing what roads have center lines were reviewed as well as noting whether or not white edge lines are needed. The TSAC voted to recommend having Miller Road Extension added to the list of Class 3 roads that is marked with a double yellow center line.

On a motion by Paul White, seconded by Jack Mitchell, the Selectboard voted unanimously to accept the Traffic Safety Advisory Committee recommendation and direct the staff to add Miller Road Extension to the double yellow center line painting list.

PURCHASING POLICY

Background: The Manager provided the Selectboard with the latest draft of the revised Purchasing Policy.

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted unanimously to adopt the revised Barre Town Purchasing Policy, dated October 1, 2019 as presented.

FINAL DRAFT OF PERSONNEL POLICY

Background: The Board was provided a draft of the Personnel Policy with revisions. Changes by the Town Attorney were noted. The next step, if the revision, is acceptable will be to start the ordinance adoption process.

Consensus of the Selectboard is to proceed with the ordinance adoption process. The first reading will be on October 15th, Public Hearing (second reading) on October 29th, and adoption on November 5, 2019.

USDA NOTICE OF BONDS PAID IN FULL

Background: The Town has received notice of payment in full for the former Websterville Fire District's USDA Rural Housing Service loans. The Manager is seeking authorization for the Town Manager to sign the acknowledgement stating the two bonds (#1 = \$122,000 and #2 = \$110,000) are paid in full.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to authorize the Town Manager to sign the acknowledgement stating the "Websterville Fire District No. 3 (Town of Barre) hereby acknowledges receipt of payment in full notice for the Water System Improvement Bond No. 1 in the amount of \$122,000 and Bond No. 2 in the amount of \$110,000."

SCHOOL DISTRICT’S ELECTRIC BUS GRANT

Background: The School District is applying to the Vermont Department of Environmental Conservation for an Electric School and Transit Bus Pilot Program grant. They are asking the Town for a letter of support. There are no obligations placed on the Town. If the grant is awarded the School District will pay the local match.

On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to sign the letter of support for the Barre Unified Union School District’s Electric School and Transit Bus Pilot Program grant.

ACCOUNTS PAYABLE WARRANT

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to approve the accounts payable warrant dated October 1, 2019.

MISCELLANEOUS

On a motion by Paul White, seconded by Jack Mitchell, the Selectboard voted unanimously to approve a fireworks permit for Jeff Norway to hold an event on October 5, 2019 at 59 Littlejohn Road with the standard conditions.

‘ROUND TABLE

The Town Clerk informed the Board that on September 25, 2019 she approved a 2019 Vermont DLC Request to Cater Permit for Cornerstone Burger Company. The event is for a corporate party which will be held at 59 Littlejohn Road on October 5, 2019 from 4:00 p.m. to 11:00 p.m. The State of Vermont DLC has issued said permit and copies have been distributed to all Public Safety Departments.

Asst. Manager Wang informed the Board there were 15 individuals who attended the Invasive Plant workshop with 7 participating in the invasive plant pull held last Saturday.

Paul White stated he will not be attending the meeting next week.

Jack Mitchell stated he will attend the workshop on “dams” and the employee pot-luck on the 16th. He further noted in the DPW report all the brush cutting done and suggested the Town, during the budget process, look once again at the purchase of a chipper.

Chair Tom White informed the Board he is still awaiting a response from the Aldrich Library on the proposed joint meeting.

EXECUTIVE SESSION (2)

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 clearly place the Selectboard at a substantial disadvantage.

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to go into executive session at 8:32 p.m. to discuss personnel.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to come out of executive session at 9:21 p.m.

ADJOURN

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to adjourn at 9:21 p.m.

Donna J. Kelty, Town Clerk-Treasurer

Selectboard Chair

Selectboard Minutes of October 1, 2019 Continued:

Barre Town Selectboard