

BARRE TOWN SELECTBOARD MEETING AGENDA
October 21, 2019

1. Call to order 5:30 p.m.
2. Consider approving agenda.
3. Presentation by Aldrich Library Trustees and Library tour.
4. Consider approving October 1, 2019 and October 15, 2019 meeting minutes. 7:00 p.m.
5. Announcements
6. Receive guests for non-agenda items.
7. Consider awarding contracts: a) dump body and plow for 6-wheeled truck; b) dump body and plow for one-ton truck; c) tractor-mower; and d) sidewalk winter maintenance.
8. Consider first reading (introduction) of an ordinance extending the 35 mph zone on Windy Wood Road to top hill above upper Sugar Woods Road.
9. Consider T.S.A.C. recommendation for two Hidden Drive signs and moving a Curve Ahead sign on Taplin Road.
10. Consider approving Barre Congregational Church's request to use the Municipal Building and DPW Yard for Thanksgiving morning 5K run.
11. Consider letter in support of the C.V. Solid Waste Management District's grant application for a year-round household hazardous waste collection facility.
12. Consider approving weekly accounts payable warrant for October 21, 2019.
13. Miscellaneous, including licenses and permits, if any.
14. 'Round the table.
15. Executive session (if needed).
16. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
October 21, 2019

The duly warned meeting of October 21, 2019 was held at 5:30 p.m. at the Aldrich Public Library, in Barre City.

The following Barre Town Selectboard members in attendance were Norma Malone, Paul White, Tom White, and W. John "Jack" Mitchell. Bob Nelson was not present.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk Donna J. Kelty, Shop Foreman Michael Martel (arrived at 7:00 p.m.), and the Aldrich Public Library Board of Trustee members: Nancy Pope, Rob Spring, and Library Director Loren Polk

CALL TO ORDER – The regular meeting was called to order at 5:30 p.m.

APPROVE THE AGENDA

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted to approve the October 21, 2019 meeting agenda. Bob Nelson was not present for the vote.

PRESENTATION AND TOUR OF THE ALDRICH PUBLIC LIBRARY

Background: The Aldrich Library Trustees asked for an opportunity to meet with the City Council and Barre Town Selectboard jointly and provide a presentation and tour of the facility.

Board members were provided a light meal and Library Director Polk gave a brief power point presentation. The highlights were:

- Library diversity – offerings other than the standard books/media such as online e-books, audio books, computers, and being a warming spot.
- It is a community resource center for items such income tax assistance, help with resumes, has meeting rooms for various groups/organizations (parenting classes, workshops, etc.).
- Staffing – they now have an IT Specialist, have a new Children's Librarian, and have logged 1975 volunteer hours this past year which keep costs down.
- Capital Projects: installation of new Fire Panel, adding security cameras, and renovation of the Children's Room.
- Revenue comes from Barre City (\$211,000), Barre Town (\$175,000), and the Library raises the remaining \$228,440.
- There are new hours. Main Branch: Monday – Friday, 11:00 a.m. – 7:00 p.m.; York Branch – Tuesday and Thursday 9:00 a.m. – Noon and Sunday Noon – 4:00 p.m.

Upon concluding the presentation those present took a tour of Library.

The business portion of the meeting began at 7:00 p.m.

MINUTES

On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted to approve the minutes of October 1, 2019 with minor spelling and grammatical changes. Bob Nelson was not present for the vote.

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted to approve the minutes of October 15, 2019 with minor spelling and grammatical changes. Jack Mitchell abstained as he did not attend the meeting and Bob Nelson was not present for the vote.

ANNOUNCEMENTS

- ✓ The Town's Lawn Waste Site on Holden Road is open now through the weekend of November 2nd or 3rd on Mondays 3:00 p.m. to 6:00 p.m., Wednesday afternoons 4:00 p.m. to 6:00 p.m., Thursdays 9:00 a.m. to Noon, Saturday mornings from 8:00 a.m. to Noon, and Sundays Noon to 4:00 p.m.
- ✓ If you do not have your house number posted where emergency services can easily see it from the road, please get it posted before the weather gets much worse. One option is to purchase a reflective sign through the Town for \$10.00. To order yours contact Tina at 802-479-9331.
- ✓ Applications or brief letters of interest are being accepted for several vacancies on Town Boards and Commissions. There are two vacancies on the Traffic Safety Advisory Committee and one for the Housing Advisory Committee and Development Review Board. Also, the alternate position for the relatively new CV Fiber Board is open. Submit your letter or application to the Town Manager's office. Call 802-479-9331 for more information.
- ✓ The winter on-street, overnight parking ban starts November 1. Regardless of weather, the parking ban on Town streets and roads is prohibited from 11:00 p.m. to 7:00 a.m.

GUESTS - None

AWARDING VARIOUS CONTRACTS

The contracts are for various items. Bid results were provided to the Selectboard prior to the meeting.

One-Ton Truck body: In August the Selectboard awarded a contract to buy a Ford F-550 one-ton cab and chassis to Ford of Claremont (\$56,040). The truck has been delivered and it is now time to purchase the dump body/spreader and plow. Bid specifications, with an option for a stainless steel body, were mailed to seven dealers and three bids were received. The low bidder for the base bid and stainless steel body is H.P. Fairfield. DPW is recommending the stainless steel body on this truck.

The Equipment Fund Budget has a 3-year financing plan for this item with an annual payment of \$39,485. Manager Rogers, in his notes to the Board, stated if \$115,000 was financed (with first payment made in advance, at an interest rate of 3.25% the annual payment would be \$39,578.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to award the purchase of one-ton truck body and plow contract, with stainless steel body, to H.P. Fairfield in the amount of \$48,590.00. Bob Nelson was not present for the vote.

Dump Body, snowplow & wing (for 6-wheeled truck): This piece of equipment is budgeted for \$180,000. In August the Selectboard awarded a contract to buy the 6-wheel truck cab/chassis to RR Charlebois for \$92,210. Bidding specifications for this dump body were sent to four known bidders. Bids were received from three companies. Viking Cives is the low bidder for the base bid and for the optional stainless steel body. Coupled with the cab and chassis purchase the complete truck (with stainless steel) would cost \$165,400, which is below budget.

Shop Foreman Martel informed the Board the Viking Cives quote did not include the dropdown brace for the plow which is an additional \$650.00. The company stated they did not feel it was necessary. However, given the Town's experience Mr. Martel would prefer having this component.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to award the purchase of a dump body, plow and wing plow, with the stainless steel body option and drop down plow brace, to Viking Cives USA in the amount of \$70,100.00 Bob Nelson was not present for the vote.

Tractor-Mower: This item was added to the budget by the Budget Committee in the amount of \$9,000. Bid specifications were mailed to ten dealers with three submitting bids. Specification called for a 3-cylinder diesel engine instead of the 2-cylinder gasoline currently being used. Shop Foreman Martel noted the upgrade to a 3-cylinder engine was based on the tractor being used as a "workhorse."

Selectboard Minutes of October 21, 2019 Continued:

The Recreation/Cemetery Department has been using a 2-cylinder tractor to drag infields and track, to tow the cart, trailers, and roll (450 pounds) used on the fields. They crew also haul wood if they cut up a tree, and once this year a granite bench was moved.

Manager Rogers is not sure the engine upgrade is needed. Recreation/Cemetery Director Dwight Coffrin believes the additional cost for the 3-cylinder engine will mean fewer engine repair bills and the replacement cycle would increase to 15 years.

Conversation centered on the life expectancy of the new tractor mower – increasing the replacement cycle from 10 to 15 years. Discussion noted that while the new purchase would be put into the Equipment Plan for replacement at 15 years this does not mean a future Board could amend/change the replacement life. Warranty and annual hours of use were also discussed.

On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted to award the purchase of a 2019 Kubota BX2680TV60 tractor mower to Essex Equipment in the amount of \$14,140 (\$14,100 less trade in of \$200 plus the brush guard of \$240). Bob Nelson was not present for the vote.

Sidewalk Maintenance: The contract is for clearing sidewalks in South Barre, Hill Street, Lower Websterville, Lower Graniteville, and East Barre. Work is done on a call-out basis with a set amount paid out per month regardless of the number of callouts. Bid Specifications were mailed to four companies/people and three were received. Jerf's Lawn Care has been doing the work since the mid-2000s. This year the budget is for \$19,028 (\$3,459/month) for the period November 1 – April 15.

The low bid is from M.B. Excavating for \$3,820 per month (November 1 – April 15). The low bidder lives and works out of upper Mill Street in East Barre. The Manager has spoken with Matt Briggs and understands the needs of the Town. Accepting the low bid means we would be over budget.

Mitchell expressed concern the low bidder would be using a bucket (not a blade or snowblower) to clear the sidewalks and the Town has never used this contractor. He is not willing to sign a 3-year contract.

Consensus of the Board is table action on this item to allow the Town Manager to provide in writing what equipment M.B. Excavating has and what will be used to clear the sidewalks.

FIRST READING – SPEED LIMIT WINDY WOOD/SUGAR WOODS ROADS

Background: A Windy Wood Road resident lives between the two Sugar Woods Road intersections and expressed concern about speeding and safety for the bus stop at Windy Wood Road and upper Sugar Woods Road. It was pointed out the speed limit signs do not match ordinance. To help with speeding on Windy Wood Road from upper Sugar Woods Road down past the orchard, the Traffic Safety Advisory Committee (TSAC) recommended extending the 35 mph zone to the top of the hill.

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted to read by title only "An Ordinance of the Town of Barre Amending Chapter 7, Section 7-61 (Speed Limits) of the Town of Barre Town Code of Ordinances. Bob Nelson was not present for the vote.

Discussion focused on past practices of TSAC with regards to holding public hearings even though not required by law. With no meeting minutes it was unclear as to what actions the TSAC used to justify the speed limit change.

On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted to send this item back to the Barre Town Traffic Safety Advisory Committee noting the concerns of not having an engineering/speed study to obtain more information on the recommended change in speed limit on Windy Wood Road. Bob Nelson was not present for the vote.

TSAC SIGN RECOMMENDATIONS

Background: The owners of 109 Taplin Road asked the TSAC to recommend two Hidden Drive signs – one on each side of their driveway. After a site visit TSAC concurred Hidden Drive signs are needed. To the west of the property there is a Curve Ahead sign facing east bound traffic. Thinking about placement and not wanting two signs too close together TSAC noted the Curve Ahead sign could be moved closer to 109 Taplin Road. TSAC is recommending the installation of two Hidden Drive signs and relocating the Curve Ahead sign on Taplin Road.

On a motion by Paul White, seconded by Norma Malone, the Selectboard voted to approve the installation of two (2) Hidden Drive signs and relocating the Curve Ahead sign on Taplin Road in accordance with the Traffic Safety Advisory Committee recommendation. Bob Nelson was not present for the vote.

THANKSGIVING 5K RUN – USE OF FACILITIES

Background: For many years the Barre Congregational Church has been holding its Thanksgiving morning 5K run in Lower Websterville. The Church uses the Selectboard Room for registration, the

Selectboard Minutes of October 21, 2019 Continued:

restrooms, the downstairs conference room and hallway (to stay warm), and the parking lot. They also use the DPW Yard for parking. The racing course can vary and the Police Department helps with traffic control. No roads are officially closed and traffic is stopped momentarily at the start of the race. They are asking again this year to use our facilities. The Church does need to submit a Certificate of Insurance.

On a motion by Paul White, seconded by Norma Malone, the Selectboard voted to approve the Barre Congregational Church’s use of the Municipal Building and Department of Public Works Yard for its Thanksgiving morning 5K run conditioned upon submission of a Certificate of Insurance. Bob Nelson was not present for the vote.

CV SOLID WASTE MANAGEMENT DISTRICT LETTER OF SUPPORT

Background: The Central Vermont Solid Waste Manage District (CVSWMD) is preparing a grant application to help it construct a year-round household hazardous waste facility. The District is asking for a letter of support and there is no indication the letter of support obligates the Town to anything. A sample letter was provided to the Board for review prior to the meeting.

Resident Jeff Blow sent an email to the Selectboard opposing the CVSWMD owning any properties citing historic financial difficulties. Board members did have concerns with lack of information, such as impact to dues, are they looking to buy, build, lease a building, etc. Mitchell stated the grant request is in the very preliminary stage.

On a motion by Paul White, seconded by Jack Mitchell, the Selectboard voted to authorize the Town Manager to submit the letter of support dated October 21, 2019 for the Central Vermont Solid Waste Management District’s grant application for a household hazardous waste facility. Bob Nelson was not present for the vote.

ACCOUNTS PAYABLE WARRANT

On a motion by Paul White, seconded by Jack Mitchell, the Selectboard voted to approve the accounts payable warrant dated October 21, 2019. Bob Nelson was not present for the vote.

MISCELLANEOUS – NONE

‘ROUND TABLE

Jack Mitchell noted there were some Fireworks discharged on Brook Street, across from the playground this past Saturday around 7:30 p.m. He inquired if a permit was obtained or if the Police Department was called. Staff will check into this.

Jack Mitchell expressed his appreciation to Mark Nicholson for his many years of service to the Town. The Town should recognize him .

Paul White inquired on the Sierra Lavin Road project. Rogers stated the original plan was to remove the pavement and access the road material, then create a drainage plan. With the pavement removed it was noted there is a pitch in the road. The next question is it “ledge.” The Town will have the road bored to determine if the road-bed has ledge in the work area and at what depth. A work plan will be created once all the data has been collected.

Tom White stated he read where the Municipal Building exterior trim was being painted. He inquired about the repairs needed to the rear Annex (pillar rot and gutter needs). Staff will review the work.

EXECUTIVE SESSION - None

ADJOURN

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted to adjourn at 8:18 p.m. Bob Nelson was not present for the vote.

Donna J. Kelty, Town Clerk-Treasurer

Selectboard Chair

Barre Town Selectboard