

**BARRE TOWN SELECTBOARD MEETING AGENDA**  
**November 26, 2019**

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving October 29, November 5, 12, and 19, 2019, meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Consider re-naming Green Street.
8. Consider approving Sno-Bees Snowmobile club's landowner permission request.
9. Consider awarding contract for HVAC work at the Municipal Building.
10. Consider approving documents for lease-financing of the one-ton dump truck.
11. Consider repealing 17 personnel related policies.
12. Consider accepting Tax Collector's deed for the Richard Ford and Ben and Krystal Franklin property.
13. Consider approving weekly accounts payable warrants for November 26, 2019.
14. Miscellaneous, including licenses and permits, if any.
15. 'Round the table.
16. Executive session (personnel, contract).
17. Adjourn

**BARRE TOWN SELECTBOARD MINUTES**  
**November 26, 2019**

The duly warned meeting of November 26, 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, Paul White, Tom White, W. John "Jack" Mitchell and Bob Nelson (arrived at 6:17 p.m.).

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, and Sean Powell.

**CALL TO ORDER** – The regular meeting was called to order at 6:03 p.m.

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

**APPROVE THE AGENDA**

*On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to approve the agenda as amended, make item #10 a floating item. 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 minutes of October 29, 2019, November 5, 2019, November 12, 2019, and November 19, 2019 with minor spelling and grammatical changes. Bob Nelson was not present for the vote.*

**ANNOUNCEMENTS**

- ✓ The winter overnight on-street parking ban is in effect until April 1<sup>st</sup>, 11:00 p.m. to 7:00 a.m.
- ✓ The Selectboard is seeking registered voters to serve on the Barre Town Budget Committee between the last Tuesday of January through the last Tuesday of March. The Budget Committee reviews the entire budget for Barre Town. Serving on this Committee gives you a say in all fiscal year 2020-2021 budgets and is a great way to learn about Town operations. If interested, please send your letter or email of interest by 4:30 p.m., Thursday, December 26<sup>th</sup>, to the Town Manager's Office. More information about the responsibilities of the Budget Committee is in the November Barre Town Newsletter. If you have any questions, contact the Town Manager at 479-9331 or one of your Selectboard members.
- ✓ The Town is still accepting applications for various appointments: two alternates for the Development Review Board for one year terms, a term ending May 31, 2020 on the Housing Advisory Committee, an alternate to the Central Vermont Regional Planning Commission, an alternate to the Central Vermont Fiber Board, and a South Barre resident representative's seat to the Phoenix House Working Group.
- ✓ If you are looking for temporary work, consider being part of the important effort of the 2020 Census. In our County, pay is \$17.95 an hour plus mileage. Work hours are flexible. For more information, call 1-855-562-2020, or visit [www.2020census.gov/en/jobs](http://www.2020census.gov/en/jobs).

**GUESTS - None**

**RE-NAMING GREEN STREET**

Background: Green Street resident Sean Powell and his neighbor (the only two residents) are requesting a street name change. There is also a Green Street in Barre City which has caused numerous delays in receiving mail as well as receiving home deliveries. The two are also concerned about emergency services responding without delay.

Department Heads discussed the name change at the November 12<sup>th</sup> meeting but suggested Rainbow Boulevard was not a good idea because the sign would be stolen much more often than other names. Prior owners were noted which did not provide any viable alternatives. This morning Department Heads concurred the use of or a word containing “Green” has been overused. The suggestion was to use a synonym such as Emerald or Jade. The choice was Emerald. It has been confirmed there is no Emerald name in the City or Town.

Selectboard discussion focused on whether to use the extensions of Boulevard, Street, or Lane. Boulevard was eliminated as this term implies a larger population. Consensus is to use Lane as it indicates fewer residents.

*On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to change the name of Town Highway #95 from Green Street to Emerald Lane to be effective December 15, 2019. Bob Nelson was not present for the vote.*

The December 15, 2019 effective date is to allow the Town to notify E-911 and for residents to put their respective contacts on notice.

**SNO-BEES SNOWMOBILE CLUB REQUEST TO CROSS TOWN PROPERTY**

Background: The Sno-Bees’ Snowmobile Club trails do not cross any Town owned land. However, their trails do travel along three (3) Town roads. These are the same roads and distances as approved last year.

*On a motion by Norma Malone, seconded by Paul White, the Selectboard voted unanimously to approve the Barre Sno-Bees 2019-2020 permission form approving trails to ride along 500 feet of Belding Road, 100 feet of Phelps Road, and 150 feet of Curtis Road.*

**HVAC WORK AT THE MUNICIPAL BUILDING**

Background: During the last meeting the Selectboard asked for more information before awarding the HVAC work at the Municipal Building. The two bids were from VT Mechanical and A. Cooper Mechanical.

- 1) Why the big cost difference between the control and isolation valve bids?  
Answer: The two companies used comparable control and isolation valves. VT Mechanical used a per-valve labor assumption, whereas Cooper used a one-trip to replace all the valves. VT Mechanical said if the actual cost to replace is lower, they will invoice actual cost to replace.
- 2) Reliability of Grundfos pumps/timeliness of part availability?  
Answer: The email from Cooper says they have never seen the issue that Selectboard member Nelson documented. VT Mechanical told the Assistant Manager on the phone something similar about their experience. They also said if a pump was 60 days old, they would just replace the pump with a new one.
- 3) Can one company start sooner than the other?  
Answer: Either company can have staff onsite December 2<sup>nd</sup> or 3<sup>rd</sup>.

*On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to award the Municipal Building Phase 1 HVAC Retrofit Contract to Vermont Mechanical for an amount not to exceed \$26,945 without prior authorization by the Town.*

**LEASE-FINANCING OF ONE-TON DUMP TRUCK**

The item was passed over as the anticipated documents did not arrive.

**REPEALING 17 PERSONNEL RELATED POLICIES**

Background: The recently adopted Personnel Policy Ordinance went into effect November 20, 2019 and incorporated seventeen standalone policies related to only personnel matters. Action is needed tonight to repeal those policies.

Selectboard Minutes of November 26, 2019 Continued:

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to repeal the following Barre Town standalone Policies:*

- *#1 Town Vehicle Personal Use Policy*
- *#2 Police Cruisers Personal Use Policy*
- *#14 Sexual Harassment Policy*
- *#16 Affirmative Action Equal Employment Opportunity*
- *#17 Drug-Free Work Place Policy*
- *#18 Employers Reinstatement Liability and Family and Medical Leave Act*
- *#22 Health Insurance Refund Sharing*
- *#35 Longevity Pay Policy For Full-Time Non-Union Employees*
- *#38 Summer Student Employment Bonus Pay Policy*
- *#40 Health Insurance Retiree Section Policy*
- *#43 Paid Time Off Benefit Policy For Part-Time Employees*
- *#44 Part-Time Employees Ambulance Service Policy*
- *#46 Recreation And Cemetery Division Employees Holiday Benefit*
- *#47 Fire Department Chief and Deputy Chief Mileage Reimbursement*
- *#53 Policy for Dependent Care and Visitors*
- *#58 Photo ID Cards For Retired Police Officers*
- *#69 Department of EMS Required Work and Bonus Pay Policy.*

### **ACCEPT TAX COLLECTOR'S DEED – FORD/FRANKLIN PROPERTY**

**Background:** A year ago the Town held a tax sale for the former John Ford property located on Maple Street in South Barre. The Town was the sole bidder and the one-year redemption period has expired. By law the Delinquent Tax Collector can issue a deed to the high bidder. The Selectboard is being asked to accept the deed for this property.

Once the Town has taken title to the property, staff will start the process to get a salvage title for the car left on the front lawn and assess the condition of the house (inside and out). The Selectboard can determine at that time how they want to proceed.

*On a motion by Jack Mitchell, seconded by Paul White, the Selectboard voted unanimously to accept the Delinquent Tax Collector Deed for the property at 6 Maple Street, Tax Map 26 Lot 044-00.*

### **ACCOUNTS PAYABLE WARRANT**

*On a motion by Norma Malone, seconded by Paul White, the Selectboard voted unanimously to approve the accounts payable warrant dated November 26, 2019.*

### **MISCELLANEOUS**

The Town Clerk noted the downstairs vault renovations are complete. The next step will be to work on the “old map/mylar preservations.”

### **‘ROUND TABLE**

Bob Nelson wished everyone a Happy Thanksgiving, seconded by all.

Jack Mitchell stated the Municipal Building sewer line project is completed and looks good. However, he did notice at the East Barre Route 110/Mill Street project there was a little bit of a lip in one spot and it should be checked out.

Tom White stated action may be taken immediately following Executive Session this evening. The results will be reported for the viewing audience at next week’s meeting.

### **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 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 6:35 p.m. to discuss contracts and personnel.*

Staff was excused from Executive Session at 8:27 p.m.

*On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to come out of executive session at 8:54 p.m.*

### **PERSONNEL ACTION**

*On a motion by Paul White, seconded by Jack Mitchell, the Selectboard voted unanimously to authorize a buyout of 96 hours of annual leave from a Department of EMS employee.*

Selectboard Minutes of November 26, 2019 Continued:

**ADJOURN**

*On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to adjourn at 8:55 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