

BARRE TOWN SELECTBOARD MEETING AGENDA

April 7, 2020

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving: a) March 24 and 26 Budget Committee minutes; b) March 31 Selectboard meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Public Hearing for four (4) proposed Town Charter Amendments.
8. Department Head visits: a) Police Chief; b) EMS Director.
9. Consider re-appointments to C.V. Regional Planning Commission.
10. Consider Barre City's request that City residents be permitted to use the Lawn Waste Site.
11. Consider approving Local Emergency Management Plan and letter of permission to share information.
12. Report on Coronavirus-19 plans, impacts, and actions.
13. Consider approving weekly accounts payable warrants for April 7, 2020.
14. Miscellaneous: including licenses or permits, if any.
15. 'Round the table.
16. Executive Session, if needed.
17. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

April 7, 2020

The duly warned meeting of April 7, 2020 was held at 6:00 p.m. in the Barre Town Municipal Building, Selectboard Room, in Lower Websterville.

The following members were in attendance: W. John "Jack" Mitchell in person and others by Zoom/telephone are: Bob Nelson, Norma Malone, Paul White, and Tom White (and daughter).

Attendance in person for the regular meeting: Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, Police Chief William Dodge, Officer Leo dePrato, Police Dog Lakota, and by Zoom/telephone are EMS Director Chris Lamonda, and Times Argus Reporter Eric Blaisdell.

CALL TO ORDER – Paul White called the meeting to order at 6:01 p.m.

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

APPROVE THE AGENDA

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to approve the meeting agenda.

MINUTE APPROVAL

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the March 24 and 26, 2020 Budget Committee meeting minutes with the minor grammatical and spelling corrections presented.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to approve the March 31, 2020 Selectboard meeting minutes with the minor grammatical and spelling corrections presented.

ANNOUNCEMENTS

- For a list of COVID-19 resources, and the latest information on changes to Barre Town operations, services, and events due to COVID-19, visit www.barretown.org and click on the first Announcement link.
- The 2018-2019 Barre Town Report is now available online at www.barretown.org.
- If you own the Vermont home that you live in, remember to file a Homestead Declaration Form (HS-122). Although the State changed the due date from April 15th to July 15, 2020 to file without penalty, if you can file now to avoid having a revised tax bill. If you have questions about the Homestead Declaration, contact the Barre Town Assessors Office at 802-479-2595.
- The Barre Town Summary Page for the different Fund Budgets for Fiscal Year 2020 – 2021 is now available on the Town website, under Government Information.

Selectboard Minutes of April 7, 2020 Continued:

- You can register to vote any time, including right now! Find the link to register online at www.barretown.org.

GUESTS - None

PUBLIC HEARING – TOWN CHARTER AMENDMENTS

Background: There are four (4) proposed Charter amendments that will appear on the Annual Election scheduled for June 2, 2020 (rescheduled from May 12, 2020 due to COVID-19). This Public Hearing is being held to take questions, comments, or input on those changes. (The amendments can be found on the Town website – use the quick links to the left on the Homepage – “Charters, Ordinances, Policies.”)

On a motion by Tom White, seconded by Bob Nelson, the Selectboard voted unanimously to open the Public Hearing for the four (4) proposed Barre Town Charter Changes (to appear on the June 2, 2020 Australian ballot) at 6:06 p.m.

There were no guests and Manager Rogers gave a brief overview for the viewing audience on the four changes: 1) Removing the Justice of the Peace as backup Presiding Officer at Elections and to have the Assistant Clerk (if a registered voter) as backup but if not qualified then the BCA will appoint a registered voter; 2) Eliminate a Lister reference, as on June 1, 1976 the voters eliminated the Listers and allowed the appointment of an Assessor; 3) Remove the Personnel Policy from the Code of Ordinance to make it a stand-alone Policy for easier amendments; and 4) Divide the position of Clerk-Treasurer to elected Clerk and appointed Treasurer.

It was noted if these amendments are passed by the voters, the Legislature will need to approve these amendments during next session (January 2021).

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to close the Public Hearing at 6:12 p.m.

DEPARTMENT HEAD VISITS

Police Chief William Dodge:

- Officer Leo dePrato and brand new puppy Police Dog Lakota were introduced. The dog was a donation (value between \$2,000 - \$3,000). He spoke to the training (both Officer and dog) and the in-house training credits the dog will receive prior to going to the Academy.
- All regular Police Officer in-person training by outside sources (many at the Police Academy) have been canceled. However, given the number of Officers with certificates to teach, some in-house training requirements can be met.
- The Department has recently hired Jamie Palmisano as a permanent full-time officer. He came to the Town already credentialed.
- He spoke to COVID-19 impacts: School Resource Officer, calls down, and training noted above. The Department has masks, gloves, and goggles. The Chief would like to have gowns but knows they are a luxury at this time.
- With warmer weather the radar trailer will be coming out soon. Let the PD know if there are problem areas.

The Board thanked the Department for all they are doing during these difficult times.

EMS Director Chris Lamonda:

- COVID-19 impacts: staff should be commended, the past few weeks they have been preparing, cleaning, and implementing new protocols. Everyone has been extremely careful and flexible.
- Due to two workers on medical leave, 2 per-diems have been filling the slots, thus reducing the number of hours regular full-timers are working.
- Much training is being done online and in-house.
- There has been a drop in the number of calls across the board. The biggest drop was interfacility transfers. Mutual Aid calls are up slightly and the number of cancellations/no transports have increased 23% the past month. (VAMA is looking for relief for agencies.)
- The Department has COVID-19 supplies on hand for 2 – 3 weeks, and concurred that gowns are hard to come by. The EMS has 10 Ebola suits (7 are extra-large in size) which can be used if needed. EMS staff have access to be tested if needed. Results are usually available in 2 to 4 days.

Bob Nelson and the rest of the Board asked the Director to pass along their gratitude and thanks for all their hard work and flexibility during these unprecedented times.

C.V. REGIONAL PLANNING COMMISSION APPOINTMENTS

Background: It is time once again to appoint delegates (primary and an alternate) to the Central Vermont Regional Planning Commission (CVRPC). Byron Atwood is the primary delegate and confirmed he is willing to be re-appointed. Mr. Atwood has been very active with this Commission. The alternate

Selectboard Minutes of April 7, 2020 Continued:

delegate is George Clain who is also willing to be re-appointed. The Selectboard is being asked to confirm their re-appointments.

On a motion by Bob Nelson, seconded by Tom White, the Selectboard voted unanimously to appoint Byron Atwood as the Town's primary delegate to the Central Vermont Regional Planning Commission with the term expiring on April 30, 2021.

On a motion by Bob Nelson, seconded by Tom White, the Selectboard voted unanimously to appoint George Clain as the alternate delegate to the Central Vermont Regional Planning Commission with the term expiring on April 30, 2021.

BARRE CITY REQUEST TO USE LAWN WASTE SITE

Background: For a few years now Barre City asks if its residents may use the Lawn Waste Site in the Spring. Their request this year is to allow their residents to begin using the site starting April 25, 2020, the typical first day it is open for the season. Barre City pays Barre Town 50% of the Town's labor and equipment costs. In the past there have not been any issues.

Given COVID-19, the Manager's plan is to open on Saturday, April 25, 2020, 8:00 a.m. – Noon. The site would only be open Saturdays until the Coronavirus threat subsides. When the threat dissipates the Town would ask volunteers to monitor the site weekdays, as in the past. There will also be new traffic patterns, the entrance would be the lower drive and exit through the upper drive. The employee manning the site would be told NOT to help unload, to keep social distance, and to remind people not to congregate. There may be times when the site staff will need to restrict the number of vehicles backed up to the brush pile, especially the first couple of Saturdays.

Due to the new plan and expectations, the Manager has asked Barre City to delay their residents' use of the site until May 9th through May 30th (Saturdays only).

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve Barre City residents' use of the Barre Town Lawn Waste Site on Saturdays, May 9, 16, 23 and 30, 2020 when it is open and assuming there is no delay in opening due to COVID-19.

LOCAL EMERGENCY MANAGEMENT PLAN – REQUEST FOR APPROVAL

Background: Re-adoption of the Local Emergency Management Plan (LEMP) is required every year by May 1st. The Plan is completed based on a template provide by the State. The Assistant Town Manager completed this year's Plan using last year's information and input from Tate and Jack. The names and contact information has been updated.

Something new this year is the letter asking if the Selectboard approves the LEPC office (and CVRPC staff that helps the LEPC) share information in our Local Emergency Management Plan with LEPC District #5 municipalities. Manager Rogers stated he does not see any problem with sharing, except some of the Town's contractors on our list might get annoyed if a bunch of municipalities out of the Barre area are calling them. Manager Rogers briefly reviewed the template.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the 2020 Local Emergency Management Plan and to authorize the Town Manager to sign the information sharing permission letter.

CORNAVIRUS SITUATION REPORT

Rogers informed the Board of the following:

- No staff absences due to the virus.
- Work-at-home is functioning well.
- The DPW will be adjusting their schedules (staggered shifts) and begin working in 2-person crews (transporting in separate vehicles) to accommodate the Executive Order regarding number of individuals in a group.
- All Departments reported supplies are good.
- The Water system (Town and former Websterville Fire District) has seen increases in usage. Given no school and working from home an increase would seem normal. As the numbers are crunched more information will be forthcoming.
- DPW must do their Mine Safety courses. The Town Engineer is looking to do something online or split into smaller groups and have a trainer come in.
- All Town Parks/Playgrounds have signage posted regarding not using the equipment. The tennis and pickleball nets will not be put into place at this time (too many hard surfaces and people to gather).
- The Town Forest is currently open. With over 300 acres, lots of trails, very little hard surfaces (other than portalets) it is a good place for users to exercise. There was some discussion/concern for the disc golf and possible drinking. The Manager will investigate.

Selectboard Minutes of April 7, 2020 Continued:

The Town Clerk provided some preliminary information on next fiscal year tax bills. Concerns with the extended deadline for filing Homestead Declaration, timing for that information to be downloaded to Towns, keeping August due date, and impact to the Clerk’s office for revising bills were noted.

On a positive note, the Open Town Meeting Warning has not been signed so the property tax due date could be changed to late August or mid-September. The Sewer Use Charge (usually due in August) could remain the same which will allow for some cash flow.

While the Assessor can extend the deadline for filing the Grand List, he has stated the plan is to file as normal.

Cash flow was a major concern. The Town Clerk-Treasurer stated a cash flow would need to be completed. However, we still have a May 15th property tax installment due. There are too many uncertainties at this time to determine what our revenues will look like. She anticipates early to mid-June we will know if a Tax Anticipation note is needed.

ACCOUNTS PAYABLE WARRANTS

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the accounts payable warrant dated April 7, 2020.

MISCELLANEOUS

The Assistant Town Manager was thanked for the changes made to the Town website for accessing COVID-19 information. Tom White has additional changes which he will provide to her.

Assistant Manager Wang stated a more personalized thank for the donation of Lakota is needed. She recommended doing a video card. This will be done next week to allow preparation.

‘ROUND THE TABLE

Norma Malone inquired what the Clerk was doing with Selectboard minutes that need signatures. The Clerk is stockpiling for a later date and is still awaiting information on the possibility of using an “attest statement” in lieu of signatures.

Norma Malone commented on Tom White’s parenting skills. His baby was seated on his lap during the meeting and was very content. Tom White thanked Paul White for Chairing this meeting to allow him to focus on the child when needed.

Bob Nelson thanked everyone for their hard work. Keep practicing social distancing and be respectful of others. Be safe!

Jack Mitchell stated he was giving a name to the Town Manager for the Wendall Pelkey Award. The Manager will provide the Board with a list of those recommended last year. A list of previous winners can be found on the Town website.

Paul White noted that with the rescheduling of the Bulk Trash the Town may need another volunteer group. With the school so fragmented at this time there may not be another group wanting to fundraise. More research and brainstorming is needed.

EXECUTIVE SESSION - None

ADJOURN

On a motion by Tom White, seconded by Bob Nelson, the Selectboard voted to adjourn at 8:13 p.m.

Donna J. Kelty, Town Clerk-Treasurer

Selectboard Chair

Barre Town Selectboard