

BARRE TOWN SELECTBOARD MEETING AGENDA

April 28, 2020

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving: April 21, 2020 Selectboard meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Consider awarding contract for purchase of new fire department tanker truck.
8. Consider awarding contract for road milling and paving.
9. Consider authorizing letter regarding the Route 110 bridge and Town's waterline.
10. Discuss plan for presentation of and public hearings for proposed Town Plan.
11. Report on Coronavirus-19 plans, impacts, and actions.
12. Consider approving weekly accounts payable warrants for April 28, 2020.
13. Miscellaneous, including licenses and permits, if any, and plan to sign documents.
14. 'Round the table.
15. Executive Session, if needed.
16. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

April 28, 2020

The duly warned meeting of April 28, 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.

Attendance in person for the regular meeting: Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, and by Zoom/Teleconference Fire Chief Chris Violette, Town Engineer Josh Martineau, and Times Argus Reporter Eric Blaisdell.

CALL TO ORDER – Chair Tom White called the meeting to order at 6:00 p.m.

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

APPROVE THE AGENDA

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the April 28, 2020 meeting agenda as amended:

1. *Add item 13A – Discussion of special Abatement Meeting for May 15, 2020 property tax installment.*

MINUTE APPROVAL

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to approve the April 21, 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. Note that no Notary services are being provided by the Town at this time (either through the Town Clerk or Police Department). Other Notaries may be providing services using remote Notary guidelines issued by the Vermont Secretary of State. A list is not available at this time, so you will need to call individual Notaries to find out whether they can help you.
- Sign up to Green Up Saturday, May 30, 2020. Call 802-479-9331 to reserve the section of road you and any of your fellow volunteers plan to Green Up. This will help avoid duplication of effort. Supplies are scheduled to be available the first week of May.
- If you own the Vermont home that you live in, remember to file a Homestead Declaration Form, or HS-122. The state did change the due date from April 15th to July 15th, 2020 to file without penalty. But please file it sooner if you can so that your first tax bill reflects the lower rate you owe. Just go to tax.vermont.gov and search for HS-122.

GUESTS - None

Selectboard Minutes of April 28, 2020 Continued:

FIRE DEPARTMENT TANKER PURCHASE

Background: The purchase of a Fire Department Tanker is a planned Equipment Fund purchase. The plan is to finance over 5 years with an annual payment of \$39,145. The anticipated cost was \$185,000. Bid Specifications were mailed to 8 bidders and 6 were received. The tanker purchase would replace the old 1997. Fire Chief Chris Violette was present to answer questions.

The low bidder is Vtech from Williamstown and they offered bids for both Freightliner and International chassis. The Staff is recommending the Freightliner. If the Town pays for the chassis upon delivery, we can save \$1,500 which is being recommended. Once financing is complete the Town would be reimbursed. Financing would require the Town to make the first payment by June 30, 2020, even though delivery would not have taken place. The Town has done this type of arrangement in the past.

Other discussion included the additional items for the truck and whether or not the Town will keep or sell the old tanker given the rust issues.

On a motion by Paul White, seconded by Bob Nelson, the Selectboard voted unanimously to award the Fire Department tanker purchase to Vtech for a Freightliner Chassis, to be paid upon delivery, and include the three options: 1) fold down port-a-tank rack for \$1,980, 2) 2,000 gallon port-a-tank for \$1,440, and 3) 2, 4" 10' hard suction for \$872, for a grand total of \$214,528.

CONTRACTS FOR ROAD PAVING AND MILLING

Background: This contract is for road milling and paving (for all hot-mix asphalt paving for 2020). The bid specifications require a road to be paved within 14 days of milling. There is a long contract period time to give contractors more time to fit our couple weeks of work into their schedule. Changes were made to the contract to get lower bids. Several roads, used heavily to get to the school, have an earlier completion deadline. A higher quality liquid asphalt was specified.

When preparing the 2020-2021 Highway Fund budget milling was estimated to cost \$1.75 per square yard. The bid from Pike offered \$1.00 per square yard. The paving was budgeted at \$72.50 per ton. Pike's bid is \$69.50 per ton. This represents big savings.

Board discussion with the Town Engineer included use of subcontractors and the paving schedule.

On a motion by Paul White, seconded by Bob Nelson, the Selectboard voted unanimously to award the 2020 road milling and paving contract to Pike Industries based on the per unit cost bids of \$1.00 per square yard for milling and \$69.50 per ton for paving.

LETTER REGARDING ROUTE 110 BRIDGE PROJECT AND TOWN WATERLINE

Background: The Town is looking to attach its water line crossing the Jail Branch, to the State bridge replacement on Route 110 in East Barre. Otter Creek Project Engineer, Robert Clark believes the State should allow the waterline to be hung on the new bridge. He has completed a request to the State to request the Town waterline be allowed to hang from the new bridge. Manager Rogers is requesting the Selectboard authorize a letter to VTrans requesting the Route 110 bridge project accommodate hanging a Town waterline on the bridge.

The Selectboard noted allowing this to happen would save the expense of having to construct a pedestrian bridge which was to accommodate the water line and financing the project cost (possibly borrowing from the General Fund).

On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted unanimously to authorize a letter and email to VTrans requesting it plan the VT 110 bridge project to accommodate hanging a Town waterline on said bridge.

PLAN FOR REVIEW OF TOWN PLAN

Background: The Planning Commission has completed their work on the Town Plan and submitted it to the Selectboard/Town on April 20, 2020. The Plan has to be considered by the Selectboard before it can be adopted. This includes holding Public Hearings to take comment. Manager Rogers is asking how the Board wants to proceed. Options were provided in their notes.

Board consensus is to receive their copies electronically, to hold the first public hearing on May 26th, and to have representatives of the Planning Commission present to answer questions.

CORNAVIRUS SITUATION REPORT

Manager Rogers provided the Board with the following information:

- Workforce is still well. Cemetery/Recreation crews will begin work May 4th.
- Supplies are good. Cloth face masks are still needed. Training will begin.

Selectboard Minutes of April 28, 2020 Continued:

- The staff is preparing for some opening of offices. Department Heads are discussing keeping limited pedestrian traffic to the Clerk’s office and allowing use of photocopy machines and access to other office personnel by Town Clerk staff only.
- The Father’s Day Chicken BBQ has been canceled.
- The Police Department has had no public issues.
- The Cemetery Commission, at their last meeting, adopted policy regarding COVID-19 to include their staff training.
- Discussion by Department Heads noted the new COVID-19 training will need to be completed by Fire Department staff and summer employees.
- There have been no major COVID-19 expenses to date.

The Board discussed electronic signatures. Legal opinion is electronic signatures will be allowed for all items except warrants and the warnings. These will require daisy chain (print document, sign, and scan. Then pass on to next Board member who will do the same – print, sign, scan and pass on.) method. Jack and Tom White do not have scan capability and the document will be hand delivered for signature.

The Town Clerk was asked about the Vote By Mail. Recently WCAX TV did a mention of our upcoming election. However, it focused on the drive-thru as opposed to vote by mail. The Clerk noted postcards will be mailed by Friday to voters. The postcard will emphasize the “requesting of early ballots” and note the drive-thru will be available.

ACCOUNTS PAYABLE WARRANTS

On a motion by Norma Malone, seconded by Paul White, the Selectboard voted to approve the accounts payable warrant dated April 28, 2020. Bob Nelson abstained due to a conflict.

MISCELLANEOUS

The Manager, as Tax Collector, is interested in requesting a Board of Abatement meeting to abate the 5% late charge for the May 15, 2020 installment. The goal is to help those who may have to make hard fiscal choices, such as pay taxes or eat, put gas in the car, etc. Abating sooner would allow time to “get the word out.”

Board discussion focused calling for the special meeting next Tuesday, May 4th, prior to the Selectboard meeting. Consensus is to hold the meeting from 6:00 – 6:30 p.m. to allow for discussion. The Selectboard meeting would begin at 6:30 p.m. The Town Clerk will contact the Board of Abatement Chair to further discuss the agenda.

Discussion on not knowing the number of taxpayers the abatement would impact.

‘ROUND THE TABLE

Jack Mitchell wished Bev Lawson a Happy Birthday. He also noted there was a picture in the Times Argus on stacking wood – this year was an aqueduct. Another article was “Zoom” tips on how to behave. It was quite informing and humorous.

Norma Malone inquired if the Town Clerk-Treasurer had any additional cash flow information. Kelty stated with taxes due May 15th and funds not really beginning to come in until the 3rd nothing is available.

Bob Nelson inquired if BAD Director Joel Schwartz had the proposal for the Local COVID-19 Revolving Loan Fund. Rogers stated Zoning Administrator Violette, Joel Schwartz, and Will Belongia are working on it. The goal is to have it for the Selectboard next week.

Tom White noted a Resolution to Support Community Transit Week in our packet. Discussion noted this does not apply to the Town.

The Board consensus is to wish everyone happiness, health, and remember to have some fun with those you love.

EXECUTIVE SESSION - None

ADJOURN

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to adjourn at 7:48 p.m.

Donna J. Kelty, Town Clerk-Treasurer

Selectboard Chair

Selectboard Minutes of April 28, 2020 Continued:

Barre Town Selectboard