

**BARRE TOWN SELECTBOARD MEETING AGENDA**  
**May 26, 2020**

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving: May 19, 2020 Selectboard meeting minutes.
5. Announcements
6. Receive guests (by phone) for non-agenda items.
7. Public Hearing for proposed Town Plan.
8. Consider offering COVID-19 business recovery loans or participating in the State's Restart Loan and Grant Program.
9. Public hearing for proposed Town Charter amendments.
10. Consider appointments to Boards, Commissions, and Committees.
11. Consider awarding contracts: a) roll-offs; b) road line painting; and c) oil & grease.
12. Consider approving Dog Park Operation and Maintenance Agreement.
13. Report on Coronavirus-19.
14. Consider approving weekly accounts payable warrants for May 26, 2020.
15. Miscellaneous, including licenses and permits, if any.
16. 'Round the table.
17. Executive Session, contract (action expected).
18. Adjourn.

**BARRE TOWN SELECTBOARD MINUTES**  
**May 26, 2020**

The duly warned meeting of May 26, 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 Zoning & Planning Administrator Chris Violette, Planning Commission members Cedric Sanborn, Mike Gilbar and George Clain, Jamie Stewart (CVEDC), and Sheila Cleary.

**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 Paul White, the Selectboard voted unanimously to approve the May 26, 2020 meeting agenda as amended:*

- *Item 15, Add discussion regarding Spaulding High School graduation event at Thunder Road; and*
- *Item 17 Executive Session, add personnel.*

**MINUTE APPROVAL**

*On a motion by Norma Malone, seconded by Paul White, the Selectboard voted unanimously to approve the May 19, 2020 Selectboard meeting minutes with the minor grammatical and spelling corrections presented.*

**ANNOUNCEMENTS**

- Please vote by Tuesday, June 2, 2020. You can still mail in or drop off your ballot if you have already received it. Note that the ballot must be received by 7:00 p.m. (close of polls) on June 2<sup>nd</sup> in order for your vote to count. If you need to vote in person, you can do so on June 2<sup>nd</sup>, between 7:00 a.m. and 7:00 p.m. at the drive-thru polling place. This will be at the Public Works Yard, 129 Websterville Road. Remember you are required to stay in your vehicle at all times.
- Information about the budget and Town Charter amendments that are on the June 2<sup>nd</sup> ballot is now widely available . Pick up a copy of the Budget Booklet at Hannaford Supermarket, Graniteville General Store, Quarry Hill Quick Stop, Lawson's Store, Gunner Brook Store & Deli or Trow Hill Grocery. You can also read articles in the April Barre Town Newsletter or visit the website at [www.barretown.org](http://www.barretown.org) .
- There is still time to sign up to Green Up, call 802-479-9331 to reserve the section of road you would like to Green Up! The list of roads that have already been claimed are on the Town website. Bags, gloves, and safety handouts are now available. Drop by 149 Websterville Road, between 9:00 a.m.

Selectboard Minutes of May 26, 2020 Continued:

and 4:00 p.m. Monday – Friday, and call 802-479-9331 or ring the doorbell when you arrive to be provided Green Up supplies.

- The Spring Bulk Trash Collection will be on Saturday, June 13, 2020, 8:00 a.m. – 2:00 p.m. at the Barre Town Public Works Yard. Fees range from \$10 to \$25 depending on the load. Mattresses and box springs are charged \$20 each piece. Please keep them clean and dry so they may be recycled. For more details see the April Barre Town Newsletter, Solid Waste insert.

Jack Mitchell noted that due to COVID we are asking all customers to wear masks and to stay in your vehicle at all times. No socialization please. Also take the time to read the Newsletter and become familiar with what is and IS NOT being accepted. We thank you in advance for being patient and respectful to other drivers and the staff. Please be aware this service is not intended for businesses/landlords. Keep shingles, plaster, etc. in containers or your may be turned away or asked to wait.

- The deadline to renew your dog license without penalty is Monday, June 1<sup>st</sup>. You can use the drop box at 149 Websterville Road to deposit your payment. The license and tag will be mailed to you if you come by after 4:30 p.m. or before 8:00 a.m.

#### **GUESTS - None**

#### **PUBLIC HEARING – TOWN PLAN**

Background: The Town Plan expired on June 30, 2019. Our Planning Commission has been working on the update, which included creating/writing new sections. The draft is complete and available on the Town website. The Selectboard must adopt the Plan as part of the process. Two public hearings are required and this is the first.

The Zoning Administrator Chris Violette, and Planning Commission members Cedric Sanborn, George Clain and Mike Gilbar were present via teleconference.

*On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted unanimously to open a public hearing at 6:08 p.m. for the purpose of commenting on the draft Barre Town “Town Plan.”*

Zoning Administrator Violette brought attention to the following changes:

- The standard dates, stats, and general items such as school merger, acquiring the Websterville Fire District, etc.
- The purpose of the Town Plan is to be a guide to long range land use planning. Once adopted the Plan will need to be re-adopted in 8 years. However, during that time there may need to be minor revisions made. It is necessary as we have Zoning Ordinances and is needed to obtain Community Development grants.
- Content of the Plan is dictated by Statute.
- Attached to these minutes is the memo to the Selectboard outlining the major changes to the document.

The Selectboard thanked the Planning Commission for the amount of time, energy, and effort that went into producing this Plan. This is very well written and looks nice as well. Violette noted many individuals contributed to the final product. However, his Assistant, Cindy Spaulding has done a great job with making the changes, formatting, and editing.

Commission members agreed it was a difficult but good process. They believe the Plan maintains the Towns independence while providing flexibility for future growth and development.

*On a motion by Paul White, seconded by Norma Malone, the Selectboard voted unanimously to close the public hearing for the proposed Town Plan at 6:31 p.m.*

The next Public Hearing will be June 16<sup>th</sup> or 23<sup>rd</sup>.

#### **COVID-19 BUSINESS REVOLVING LOAN FUND**

Background: The Selectboard has been discussing for many weeks the possibility of a Town operated COVID-19 loan program using our Barre Revolving Loan Fund (RLF) monies in lieu of pooling our RLF monies with a State program. Jaime Stewart, Central Vermont Economic Development Corp (CVEDC) is very close to and familiar with the State program known as “Restart Loan and Grant Program,” (Restart) and will provide first-hand information on the program.

Mr. Stewart was present via teleconference. He provided the most recent information on Restart:

- Loans in this program are 100% guaranteed by the State to ensure Towns will not lose their RLF monies.
- Businesses will receive a 0% interest loan, but the State pays the lender a maximum of 3% interest.

Selectboard Minutes of May 26, 2020 Continued:

- The Restart administrator gets paid by the State instead of charging the Borrower. They will process the loan start to finish.
- A business may apply for a grant, (maximum of \$25,000). A formula has been created to determine eligibility amount which includes operating costs (use last years numbers) and credit score. Grant funds will be from the federal monies allotted to Vermont.
- Maximum loan amount will be \$20,000 with a 5-year payback period.
- The loans are geared to smaller businesses.
- Timeline for State roll-out is by the end of first week in June. More than likely it will be toward mid-June. The Selectboard can wait until the next meeting in June to decide whether or not to participate.

Selectboard concerns include possible program changes by Legislature and the roll-out time. Consensus is to wait until the next meeting and perhaps there will be more detailed information. Mr. Stewart noted that information can be obtained on CVEDEC website ([www.cvedc.org](http://www.cvedc.org)).

### **PUBLIC HEARING – TOWN CHARTER AMENDMENTS**

Background: The Town had postponed the Annual May Elections to June 2, 2020. Public Hearings have already taken place with regards to the proposed Town Charter amendments. However, as an extra precaution and due to delays the Selectboard is once again holding a public hearing on the proposed changes.

*On a motion by Paul 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 7:25 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.

Should voters approve the Charter changes, the Legislature will need to approve these amendments during next session (January 2021).

*On a motion by Paul White, seconded by Norma Malone, the Selectboard voted unanimously to close the Public Hearing at 7:33 p.m.*

### **APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES**

Background: Annually the Selectboard makes various appointments to the Boards, Commissions, and Committees as terms expire on May 31<sup>st</sup>.

*On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to reappoint Dwight Harrington to the Cemetery Commission for a 5-year term to expire on May 31, 2025.*

*On a motion by Norma Malone, seconded by Paul White, the Selectboard voted unanimously to reappoint Mark Reaves, Jon Valsangiacomo, and Jim Fecteau to the Development Review Board for a 3-year term to expire on May 31, 2023.*

*On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to reappoint Kenneth Yearman to the Housing Advisory Committee for a 3-year term to expire May 31, 2023.*

*On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to reappoint Doug Farnham and Amanda Gray to the Recreation Board for a 3-year term to expire May 31, 2023.*

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to reappoint Dave Freeman to the Traffic Safety Advisory Committee for a 3-year term to expire May 31, 2023.*

It is noted there are still vacancies on the Cemetery Commission, Development Review Board alternates, CVRPC Transportation Advisory Committee, and an Alternate for the CVFiber Board. The Manager was asked to contact the two individuals who were not appointed to see they would be interested in filling any of these vacancies.

### **AWARD CONTRACTS**

Roll-offs: The bid specifications were mailed to the three usual companies. There was only one bid from Casella Waste at \$217.00 per ton. This is \$12 - \$15 more than typical and the Town usually takes in around 55 to 60 tons of debris.

Selectboard Minutes of May 26, 2020 Continued:

*On a motion by Paul White, seconded by Bob Nelson, the Selectboard voted unanimously to award the Spring Bulk Trash roll-off service contract to Casella Waste Systems per their bid price of \$217.00 per ton.*

**Road Line Painting:** The Class 3 roads that have a double yellow center line are painted every year. The rule of thumb is that white edge lines are painted every other year. Roads to be paved are not painted in the spring. This year's painting on many roads is deferred to the Fall after paving.

Out of state companies were not invited to bid this year. The only Vermont Company is L&D Safety Marking and has bid on this work before. Their bid prices are comparable to Fall prices especially when we do not have a large quantity this Spring.

*On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to award the Spring 2020 road line painting contract to L&D Safety Marking based on their unit price of 14¢ per foot for center lines and 07¢ per foot for white edge and dashed liens.*

**Oil & Grease:** This contract is for supplying motor oil, hydraulic oil, anti-freeze, diesel supplement, grease, and a few other materials. We sent specification to six (6) companies and received two (2) bids. Dennison Lubricants, the present supplier, is the low bidder at \$8,332.83. The second bid was \$474 higher.

*On a motion by Norma Malone, seconded by Paul White, the Selectboard voted unanimously to award the June 1, 2020 to September 30, 2021 oil and grease contract to Dennison Lubricants based on their per unit price bids.*

### **DOG PARK OPERATION AND MAINTENANCE AGREEMENT**

**Background:** The Dog Park Operation and Maintenance Agreement expired on June 30, 2019. The Recreation Board had finalized a version at their June 2019 meeting. However, only one individual was willing to sign and they have been looking for others. They have found someone who has been helping with the project since the inception. Since the start of this project Organizers have raised \$17,169,85 and spent \$12,710.70. Their anticipated future expenses are for mowing inside and weed-whacking around the fence which comes to about \$200 per year.

Sheila Cleary was present via teleconference and informed the Board they will be fundraising again this summer. She noted users have been very respectful including the wearing of masks. Additional helpers with the daily tasks are lined up.

*On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to authorize the Chair to sign the Dog Park Maintenance and Operations Agreement that will expire on June 30, 2021.*

### **CORONAVIRUS REPORT**

Manager Rogers stated the information this week has not changed much.

- Workforce and Supplies are still good.
- EMS revenues are down due to decrease in call volume. The CARES stimulus payment only covered about two weeks of revenue. However, the past couple of weeks they are beginning to rise but not to the levels seen prior to the Governor's Executive Order.
- Other revenues that are down include vault/recording fees, fireworks permits, and the May property tax revenue. The Zoning applications are holding steady.
- All Departments are continuing the necessary precautions to include training. DPW and Police are breaking into small groups to hold these trainings.
- The Police Department reports no issues with public gatherings.
- Event: A non-affiliated school function is happening on June 20, 2020. Spaulding High School graduates will be holding a virtual get together at Thunder Road Racetrack. Each graduate may have two vehicles (the second for additional family). The graduates will be lined on the racetrack. The second family cars will be lined in the infield. When a graduate's name is announced they will step out of their vehicle. At the end of the recognition there will be a photo. The cars will then line up and exit the track area, proceed down Quarry Hill onto Main Street in Barre City, where they will disburse at the Main Street, Route 64, Maple Avenue intersection. The Police will provide some traffic control.
- Event: EMS is still participating in the COVID-19 pop-up testing stations.
- The Manager noted the Picnic Shelter at the Recreation Field is not being utilized/rented at this time.

### **ACCOUNTS PAYABLE WARRANT**

*On a motion by Norma Malone, seconded by Paul White, the Selectboard voted to approve the accounts payable warrant dated May 26, 2020. Bob Nelson abstained due to an employer conflict.*

**MISCELLANEOUS**

Bob Nelson had added the item regarding the Spaulding High School – Thunder Road graduation event. During discussion it was noted no Special Event Permit is required. The item was discussed under the COVID-19 presentation by the Manager. However, it was once again noted this is not a Spaulding High School sanctioned event. Tom White provided additional details on the measures being taken to protect all parties, right down to social distancing vehicles.

**‘ROUND THE TABLE**

Clerk-Treasurer Kelty thanked Tom White for his 6-year tenure as a Barre Town Selectboard member. This is his last Selectboard meeting before moving on to new adventures. Manager Rogers stated Mr. White also served a couple of years on the Budget Committee prior to serving as a Selectman. Everyone wished him the best and reminded him there are a few Board/Commission vacancies.

Mr. White thanked the residents for trusting and supporting him. He further stated much of the work done by this Board would not happen if it were not for the staff – all levels. “It has been a pleasure to serve Barre Town and thank you for an opportunity and chance to give back to the community.”

**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 Bob Nelson, the Selectboard voted unanimously to go into executive session at 8:17 p.m. to discuss contracts and personnel.*

*On a motion by Bob Nelson, seconded by Paul White, the Selectboard voted unanimously to come out of executive session at 8:47 p.m.*

**SELECTBOARD ACTION**

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the following items associated with the East Barre Sidewalk Project:*

- *To release Muriel Griffin, Griffin & Griffin, and the Estate of Robert Griffin from any reimbursement respecting any payments made to them;*
- *To accept \$4,531.54 from John Turner Consulting and not pursue them for the balance; and*
- *The said Agreements are to be finalized by the Town Attorney, Griffin & Griffin, and John Turner Consulting.*

**ADJOURN**

*On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to adjourn at 8:50 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

APPENDIX – ZONING ADMINISTRATOR’S MEMO TO SELECTBOARD

(See Next Page)



**TOWN OF BARRE**

Municipal Bldg.  
Lower Websterville, VT 05678  
802/479-2595

- Planning Commission
- Development Review Board
- Zoning Administrator

AGENDA ITEM # 7

**TO:** Selectboard of the Town of Barre  
Town Clerk of the Town of Barre

**FROM:** The Planning Commission of the Town of Barre  
Chris Violette, Planning Officer

**DATE:** April 20, 2020

**SUBJECT:** Town Plan 2020

Please accept this letter as official notification that the Town of Barre Planning Commission has formally voted to pass to the Selectboard of the Town of Barre the proposed 2020 Town of Barre Town Plan. Said decision was rendered after holding a duly warned public hearing on Wednesday, March 25, 2020 in accordance with VSA § 4384 (d). This meeting was conducted by live stream and teleconference due to the Covid-19 pandemic. While every effort was made to notify the public of this format and the municipal building was not closed to the public, nobody from the public participated.

This notice includes the following attachments:

- Draft Town Plan including the new Energy Plan as an addendum
- Minutes from the Planning Commission’s public hearing
- Letter from the Central Vermont Regional Planning Commission

The Town of Barre Plan was last adopted in 2014. The enclosed draft is not a significant rewrite of the plan, mainly an update of the 2014 plan with a few exceptions as noted later.

The Planning Commission worked on this draft over the last two years conducting over 25 working sessions during regular and special Planning Commission meetings. The Planning Commission feels that the draft plan meets the requirements, elements and goals, as set forth in Chapter 117 of Title 24 Vermont Statutes Annotated and encourages input from not only the citizens of our Town but also the parties notified herein.

While changes to the plan are largely updates from the previous plan there are a few noteworthy statutorily required additions.

- 1) The draft plan better defines current and future land use in Barre Town on page 9.



- 2) In compliance with ACT 171 (2016), page 12 includes a forest integrity section.

This section is intended to encourage and allow Towns to protect forest blocks and habitat connectors while supporting the local forest products industry. To do this section 2.11 in the Land Use chapter has been added to state the importance of forested land and the benefits they provide society. It includes a map of identifying forest blocks and habitat connectors and statements to minimize fragmentation. Barre Town Zoning to a large degree already provides protection to these blocks with low and medium density residential zoning and much of the land is enrolled in current use.

- 3) In compliance 24 VSA § 4382 (12) and § 4302 (14), the 2020 version of the plan incorporates a flood resiliency element on page 84.

This element incorporates a goal of creating a flood resilient community. To achieve this, some of the plan was reorganized, moving items such as, surface waters, flood hazard areas, floodways, storm water management, and wetlands, into the new flood resiliency chapter. In addition, applicable sections of the Town's Local Hazard Mitigation Plan were imported into the plan as well. So overall not much new here just better stated.

- 4) In an effort to seek a determination of energy compliance in accordance with ACT 174 (2016) and 24 VSA § 4352, a new Energy Plan is added to the Town Plan as an addendum.

The Act established a new set of municipal and regional energy planning standards, which if met allow those plans to carry greater weight otherwise known as "substantial deference" (give significant and meaningful weight) during section 248 hearings with the Public Utility Commission. Without a conforming Energy Plan, Town Plans are given "due consideration". In theory, substantial deference should give a Town significantly more say during proceedings such as renewable energy projects within Barre Town borders.



The Selectboard must hold two public hearings but can't hold the first one until 30 days after the date the Planning Commission submits the plan to the Selectboard. Final adoption is done by majority vote of the Selectboard at a separate meeting after the final public hearing.

An informal overview of the plan during a Selectboard meeting is a good idea prior to the first public hearing. Several members of the Planning Commission have indicated their willingness to attend such a meeting.