

BARRE TOWN SELECTBOARD MEETING AGENDA

June 9, 2020

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving May 26, 2020 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Consider ratifying the June 2, 2020 Election of Officers election results.
8. Consider annual reorganization motions.
9. Consider offering COVID-19 business recovery loans or participating in the State's Restart Loan and Grant Program.
10. Consider adopting Resolution 2-20 calling on Congress to provide financial aid to municipalities.
11. Consider approving a Forestry Services Agreement.
12. Consider appointing a Development Review Board alternate member.
13. Consider Green Mountain Power's request to install guardrail in the road right-of-way along the Websterville Road Substation.
14. COVID-19 report.
15. Consider approving weekly Accounts Payable Warrants for June 2 and 9, 2020.
16. Miscellaneous, including licenses and permits, if any.
17. Round the table.
18. Executive session – if needed.
19. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

June 9, 2020

The duly warned meeting of June 9, 2020 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:00 p.m.

The following members were in attendance: Norma Malone, W. John "Jack" Mitchell, Bob Nelson, Justin Bolduc, and Paul White.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kely. Also present by Zoom/teleconference were: Jamie Stewart (CVEDC) and Joel Schwartz (BADC).

CALL TO ORDER – Vice Chair Paul White called the meeting to order at 6:00 pm.

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 amended meeting agenda as follows:

- *Move agenda items #7 and #8 to slots #4 and #5, and everything else will remain in same order.*
- *Add to agenda item 18 – Personnel.*

RATIFY JUNE 2, 2020 ELECTION OF SELECTBOARD MEMBERS

Background: On May 14, 2020, the Town Clerk was notified of an error on the ballot pertaining to the term of the two (2) Selectboard races. While the race itself was okay the terms for the two seats were reversed. To remedy the error, after research and speaking with the candidates, the decision was made to prepare an Affidavit of Error. All three Selectboard candidates agreed the error "did not carry enough weight" to make a substantial difference on the outcome. Furthermore, they did not request a reprint of the ballot, did not want to call for a new election, and stated they would not contest the race results based on this error. Part of the process is to have the Selectboard ratify the election results.

On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted to ratify the June 2, 2020 Open Meeting and Annual Election of Officers & Voting by Australian Ballot election results for the ballot Article 1, two (2) Selectboard races as follows:

Winner of the Selectboard 2-year term is Justin Bolduc and

Winner of the Selectboard 3-year term is Bob Nelson.

The motion carried with Bolduc and Nelson abstaining from the vote.

ANNUAL REORGANIZATION

The first regular meeting following Town Meeting the Selectboard conducts its annual reorganizational meeting. To accommodate summer schedules the Board's meeting schedule (June – September) is reviewed to determine if bi-weekly meetings will be adequate to conduct business. Other business included appointment of Selectboard Chair, Vice Chair, other Town staff and officers, the time and place of the regularly scheduled meetings, policy review, and use of Roberts Rules of Order to conduct meetings.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to appoint Paul White as Chair of the Selectboard for one year.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to appoint Norma Malone as Vice-Chair of the Selectboard for one year.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to appoint Donna Keltz as Clerk of the Board for one year.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to fix the time of their regular weekly meetings at 6:00 p.m. every Tuesday in the Selectboard meeting room at the Municipal Building, except as follows:

- Meet every other week for the month of July (14, 28) and August (4 and 18) and resume the regular meeting schedule on September 1st.*
- For the month of December, to not meet on Tuesday, December 29, 2020.*

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to adopt Robert's Rules of Order, as amended, as procedures to be followed at the weekly meetings as a general guide, with the Chair authorized to make motions, enter debates, and to vote.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to continue the Purchasing Policy and authorizations as adopted on December 20, 1994, and amended.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to continue the Water Customer Complaint Procedure authorizations as adopted on July 28, 2015.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to set the compensation for the Board of Civil Authority and Board of Abatement members at the minimum wage. The standard mileage reimbursement will be the official IRS approved rate.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to set the compensation for the Tax Collector at 0% of the delinquent installment amounts collected. If collected by the Town Attorney, the compensation for the Attorney will be 5% of the delinquent installment amounts collected and 0% for the collector.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to set the compensation for the First Constable at \$17.00 per hour.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to appoint the Town Engineer as Environmental Officer for one year.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to appoint Michael D. Monte as Town Attorney for one year.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to appoint Carl Rogers, Town Manager, as Tax Collector of Delinquent Real and Personal Property Taxes for one year.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to appoint Carl Rogers, Town Manager, as Tax Collector of Delinquent Sewer Assessments and all other Town Levies for one year.

There was discussion and consensus on the appointment of a representative to the Aldrich Public Library Board of Trustees. Ms. Malone stated Tom White is still the Town's representative as he has not resigned. He should be contacted to see if he will retain that position. If he chooses to resign, then the Selectboard will discuss an appointment.

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to appoint Norma Malone, as a member to the Phoenix House Working Group.

MINUTES

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted to approve the Selectboard meeting minutes of May 26, 2020 with minor spelling and grammatical corrections as presented. Justin Bolduc abstained from the vote.

ANNOUNCEMENTS

- ✓ The Spring Bulk Trash Collection is on Saturday, June 13, 2020, 8:00 a.m. to 2:00 p.m. at the Barre Town Public Works Yard. Information is available at www.barretown.org. To ask other questions before Saturday call 802-479-9331. For questions this Saturday, you can call 802-479-5483.

Selectboard member Mitchell reminded viewers to read the Newsletter as to what is and is not accepted. Should you have any questions on Saturday, please call the Saturday phone number. For the protection of all be sure to wear a mask and stay in your vehicle at all times. If staff need your assistance they will ask.

- ✓ The Town appreciates its many volunteers. Some have stepped down after many years of service, creating vacancies. If you are interested in helping our community, please consider applying for an alternate seat to the Development Review Board and two seats on the Transportation Advisory Committee to the Central Vermont Regional Planning Commission. More information on what these bodies do is online at www.barretown.org. You are also welcome to call the Town at 802-479-9331 to hear more.
- ✓ If you are planning a fireworks display of Class B or Class C fireworks around the Fourth of July you will want to be getting your fireworks display permit application very soon. These are due to the Town Clerk's office at least 15 days prior to the display date to allow enough time for review and notice to your neighbors. You can get a fireworks display permit application from www.barretown.org or by calling the Town Clerk's office at 802-479-9391 to hear more.
- ✓ Did you know that Vermont relies on federal money for almost a third of its budget? The U.S. Census helps determine how federal funds are distributed to states. Whereas, only 57.2% of Barre Town residents have responded to the Census as of June 1st. If you have not already, please respond to the Census. By now you should have received the questionnaire in the mail or hung on your door by a Census worker. If you do not have a questionnaire, you can still complete the Census at www.my2020census.gov. Please take a minute to help us count everyone in Vermont.
- ✓ After the May 26, 2020, Selectboard Executive Session the following action was taken:

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.*

GUESTS – None

COVID-19 BUSINESS RECOVERY LOANS

Background: Recent news report on the State's Restart Loan Program are not encouraging. The latest information states they hope the package can be done by end of June. Another report stated maybe in August.

Concerns are increasing for the very small business (less than 5 FTE's and \$1 million in revenue) which the Restart Program is intended to help. Can they hang on until August? Jaime Stewart is going to present the Board with an update.

Jamie Stewart and Joel Schwartz were present. Legislative changes since last meeting divided the Restart Loan. Grants and loans are separate. The grants (for businesses with less than 5 FTE and have a reduction of revenue threshold) pot of funds has been reduced, CVEDC will be processing these applications, and this piece may be available by end of the week. However, the loans are taking more time and it appears VEDA will be administering these. The hope is to have the loan piece in place by next week but there is still work to do.

After much discussion on changes Board consensus is to proceed with finalizing an outline for a "Temporary Barre Town Business Recovery Loan Program." Once the Selectboard approves the outline an

Selectboard Minutes of June 9, 2020 Continued:

approval request will be sent to ACCD. The Selectboard will need to determine the amount of funds to be used, loan minimum/maximum, interest rate, and cost for VCLF to underwrite/administer the loans.

RESOLUTION #2-20 – CONGRESS TO PROVIDE FINANCIAL AID TO MUNICIPALITIES

Background: The Manager received an email from the Vermont League of Cities & Towns (VLCT) stating the National League of Cities is lobbying Congress to provide direct financial assistance to all municipalities because of the pandemic. To help its members, VLCT offered a Resolution for Selectboard/Councils to consider adopting. If successful, the resolutions would be sent to US Representative Welch and Senators Leahy and Sanders.

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted to adopt “Resolution No. 2-20, A Resolution Of The Town of Barre, Vermont, Calling On Congress To Allocate Federal Financial Support To All Municipalities Across America.” Norma Malone voted no.

Motion conversation spoke to concerns:

- At some point funds will need to be repaid and what will the cost be.
- Recognizing our neighboring municipalities are struggling with revenue loss.
- Some municipalities/states have not been good stewards with their monies.
- In Vermont there is legislation to help with loss of revenue and the State is still holding around \$1 billion that has not been allocated.

FORESTRY SERVICES AGREEMENT

Background: When the Town Forest was purchased the plan has always been to do some logging. The largest section of the Town Forest Management Plan is the Chapter on forest (tree) management. The Forest is broken down into areas by the then County Forester. Recommendations for when each area is to be logged was included. So far, the Town has logged north of Littlejohn Road and a small area immediately south of Littlejohn. That area was not finished due to the lack of suitable snow cover and ground conditions.

Our Forester, Jeff Smith, started preparing a logging contract but it got too late. So he and the Manager postponed the new contract until the winter of 2020-2021. The new contract will finish work on the south side of Littlejohn Rod and include the new section more to the Graniteville end of the Forest.

The agreement is regarding our Agreement with Jeff Smith (Butternut Hollow Forestry). The Selectboard does not award the logging contract. During logging, Mr. Smith keeps an eye on the work to be sure it is being done per the contract. During the last contract he offered an on-site logging workshop for landowners.

Our last Agreement with Mr. Smith was signed in 2015. Comparing fee rates, in this proposed Agreement the fee for marking hardwood pulp/firewood is up \$.50/ton. There is no change in the per thousand board feet fee. The stumpage total rate is increased 3% (15% to 18%) and the hourly rate increased by \$15 from 5 years ago.

Ms. Malone noted the map in ARTICLE 1 references stands 6 and 7 but the ortho map does not clearly identify these stands.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously approve the Forestry Services Agreement with Jeffrey Smith and authorize the Town Manager to sign it, and to ask Mr. Smith to provide another Saturday morning logging/forest management workshop free of charge.

DEVELOPMENT REVIEW BOARD ALTERNATE

Background: The Town has had two (2) vacant alternate Development Review Board (DRB) positions since last fall. Craig Chase had applied to be on the Planning Commission but there were no openings. The Zoning Administrator contacted Mr. Chase and asked if he would be willing to serve as a DRB alternate (term one year) and stated he is interested. The Selectboard is being asked to consider appointing Mr. Chase to one of the alternate positions.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to appoint Craig Chase as an alternate to the Development Review Board for a one year term to expire May 31, 2021.

GREEN MOUNTAIN POWER – GUARDRAIL INSTALLATION REQUEST

Background: Green Mountain Power (GMP) is nearing completion of the major upgrade to the Websterville Substation. New, taller poles have been set along the road in that area. Conduit runs up the two poles closest to the Substation and GMP wants to protect the substation, personnel, and general public.

Selectboard Minutes of June 9, 2020 Continued:

Protecting the poles will help avoid inconvenience to the public if they are damaged and have to be replaced. They are asking that guardrails be installed.

The Manager has stated he would like the Town to retain as much open road right-of-way as possible. He further recommends that GMP pay all guardrail installation costs, future maintenance, repair, and replacement cost(s). Removal of old utility poles has been and still continues to be a problem. Usually it is caused by the phone and/or cable company not moving its wires. This is the case with the old pole shown in the photograph of the proposed site provided to the Selectboard prior to the meeting. This problem was so bad 10 -12 years ago the Selectboard said it would not approve any more pole location request from the phone company.

Manager Rogers has not spoken with GMP regarding the conditions. Board members felt prior to approval they should speak to GMP to ensure they are aware of the Town's intention. The item will be on the next meeting agenda.

Manager Rogers left the meeting at 7:42 p.m.

CORONAVIRUS REPORT

Assistant Manager Wang read a list of updates prepared by the Manager.

- The workforce is healthy and supplies are good. The Municipal Building staff are all back in the office.
- The Spaulding High School Graduation event is being conducted via state guidelines. This activity is not sponsored by the School and does not require a Town Permit. The parade portion is uncertain at this time.
- The Kids Summer Camp has received the ACCD blessing and will be held – following the strict guidelines.
- The Summer Softball Leagues will commence practices (following approved ACCD rules) in early July.
- The Town Clerk's Office has been extremely busy with title searchers requesting access to records that are in addition to those supplied via email/fax. The Clerk has been working before and after the normal business hours to accommodate. Asst. Manager Wang is facilitating to help move some of the public land record hardware/software to possibly begin allowing for during the work day appointment(s). Concern is the close proximity workspace for Alice Bartlett (full-time recording clerk) and the title searchers. Other office functions were noted by the Clerk and precautions being planned when a phased reopening occurs. As for a phased re-opening, it will depend on what the Governor announces later this week. His Stay Home-Stay Safe order is set to expire June 15, 2020.
- The EMS COVID-19 crews are still assisting with testing at the BOR. There has been one (1) at home test.
- The Selectboard may still want to consider using the temporary authority under the Executive Order to waive late fees associated with the May installment.

ACCOUNTS PAYABLE WARRANT

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted to approve the accounts payable warrants dated June 2, 2020. Justin Bolduc abstained from the vote.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the June 9, 2020.

MISCELLANEOUS

Assistant Town Manager Wang informed the Board the East Barre Sidewalk Project is finally wrapping up. She has received the updated payment from JTC, change order has been signed, and a reimbursement has been submitted.

'ROUND TABLE

Justin Bolduc reminded the Board that during the Budget Committee meetings this past winter, it was recommended the Town come up with a Best Practices for Winter Maintenance. He would like to visit this topic soon. Discussion was to ask the Town Manager to speak with Tate (DPW Superintendent) and Josh (Town Engineer) to perhaps get the written document started.

Bob Nelson welcomed Justin Bolduc. It seems Justin is the youngest and Jack Mitchell is the oldest.

Paul White inquired if the sewer issue on West Cobble Hill Road last month was resolved. Wang stated she believes it was.

Paul White stated the Board has not awarded the Wendell Pelkey Citizenship Award. He is requesting this item be placed on the next meeting agenda.

EXECUTIVE SESSION

On a motion by Jack Mitchell, seconded by Norma Malone, 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 8:06 p.m. for personnel.

Town Clerk Kelty was excused from the Executive Session.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to come out of executive session at 8:41 p.m.

ADJOURN

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to adjourn at 8:42 p.m.

Donna J. Kelty, Town Clerk -Treasurer

Selectboard Chair

Barre Town Selectboard _____



TOWN OF BARRE, VERMONT

Donna Kelty, Town Clerk-Treasurer
P.O. Box 124, 149 Websterville Road
Websterville, VT 05678-0124

AFFIDAVIT OF ERROR

On the June 2, 2020 Town of Barre, Vermont Ballot for the Open Meeting and Annual Election of Officers & Voting by Australian Ballot.

We the undersigned Selectboard candidates appearing on the ballot dated June 2, 2020, Article 1., Selectboard 3-year term and Selectboard 2-year term, hereby agree there is a Scribner error regarding seat terms. By signing below we, the candidates for said Selectboard seats agree the office terms should be as follows:

For Selectboard 2-Year term (not 3-year term):

Candidates: Melissa Battah and Justin Bolduc

For Selectboard 3-Year term (not 2-year term):

Candidate: Bob Nelson.

Furthermore, attached hereto is a copy of the Consent of Candidate Form for each candidate to support the Scribner error. This document and attachments will be incorporated into the election minutes (recorded in the Clerk's office), be posted on the Barre Town website, and ratified during the first Selectboard meeting following the election.

By signing this document, we the candidates agree to the corrections for the June 2, 2020, Town of Barre ballot as outlined above, do not request a reprint of the ballot, or call for a new election based on said error.

Melissa Battah

X

Justin Bolduc

Date: 15th May 2020

Justin Bolduc

X

Justin Bolduc

Date: 15th May 2020

Bob Nelson

X

Bob Nelson

Date: 1st June 2020

Dated this 1st day of June 2020.

ATTEST:

X

Donna J. Kelty

Donna J. Kelty, Town Clerk-Treasurer

Tel: 802-479-9391

Fax: 802-479-9332

EMAIL: dkelty@barretown.org

REC 2/21/2020

CONSENT OF CANDIDATE
17 V.S.A. § 2681(a)

The filing deadline for the Town of Barre Municipal Office is Monday, March 30, 2020. Each candidate for office must file a written consent which allows for the printing of the candidate's name on the ballot and in what manner.

WHERE TO FILE - with the Municipal Clerk

This form is the principal mechanism that election officials use to determine the form of a candidate's name, its spelling, use of initials, and the like. For that reason, complete this form carefully, using the form of your name you want to appear on the ballot.

I consent to having my name printed on the ballot for the office of:

Selectboard (2 years)
(office - include the term: 1 year, 2 years, etc.)

My name (EXACTLY as I wish it to appear on the ballot), town of residence, and party.

Name: Melissa Battah

Town of Residence: Barre Town

Party* Not Applicable

Date: Feb. 2nd 2020

X Melissa Battah
(Signature of candidate)

3 Silver Circle
(Mailing Address)

Daytime telephone number: (802) 595 - 9912

*This is not necessary in most towns. State law provides: No political party or other designation shall be listed unless the municipal charter provides for such listing, the town has voted at an earlier election to provide such a listing or, in the absence of previous consideration of the question by the town, the legislative body decides to permit listing. If political party or other designations are permitted, no candidate shall use the name of a political party who certificate of organization has been filed properly with the secretary of state unless the candidate has been endorsed by a legally called town caucus of that political party for the office in question. In any event, the candidate must still file the petition and consent form required by section 2681 of this title.

3/21/2020
2:30pm

CONSENT OF CANDIDATE
17 V.S.A. § 2681(a)

The filing deadline for the Town of Barre Municipal Office is Monday, March 30, 2020. Each candidate for office must file a written consent which allows for the printing of the candidate's name on the ballot and in what manner.

WHERE TO FILE - with the Municipal Clerk

This form is the principal mechanism that election officials use to determine the form of a candidate's name, its spelling, use of initials, and the like. For that reason, complete this form carefully, using the form of your name you want to appear on the ballot.

I consent to having my name printed on the ballot for the office of:

Select Board 2 year term
(office - include the term: 1 year, 2 years, etc.)

My name (EXACTLY as I wish it to appear on the ballot), town of residence, and party.

Name: Justin Bolduc

Town of Residence: Barre Town

Party* Not Applicable

Date: 3/16/20

X [Signature]
(Signature of candidate)

P.O. Box 580 E. Barre, VT 05649
(Mailing Address)

Daytime telephone number: (802) 272 - 1273

*This is not necessary in most towns. State law provides: No political party or other designation shall be listed unless the municipal charter provides for such listing, the town has voted at an earlier election to provide such a listing or, in the absence of previous consideration of the question by the town, the legislative body decides to permit listing. If political party or other designations are permitted, no candidate shall use the name of a political party who certificate of organization has been filed properly with the secretary of state unless the candidate has been endorsed by a legally called town caucus of that political party for the office in question. In any event, the candidate must still file the petition and consent form required by section 2681 of this title.

CONSENT OF CANDIDATE
17 V.S.A. § 2681(a)

3-10-20
@
8:02pm

The filing deadline for the Town of Barre Municipal Office is Monday, March 30, 2020. Each candidate for office must file a written consent which allows for the printing of the candidate's name on the ballot and in what manner.

WHERE TO FILE - with the Municipal Clerk

This form is the principal mechanism that election officials use to determine the form of a candidate's name, its spelling, use of initials, and the like. For that reason, complete this form carefully, using the form of your name you want to appear on the ballot.

I consent to having my name printed on the ballot for the office of:

SELECT BOARD
(office - include the term: 1 year, 2 years, etc.)
3 YEAR TERM

My name (EXACTLY as I wish it to appear on the ballot), town of residence, and party.

Name: BOB NELSON

Town of Residence: Barre Town

Party* Not Applicable

Date: 2/10/2020

x Bob Nelson
(Signature of candidate)

179 Talbert Road
(Mailing Address)

Daytime telephone number: (802) 476 - 5700

*This is not necessary in most towns. State law provides: No political party or other designation shall be listed unless the municipal charter provides for such listing, the town has voted at an earlier election to provide such a listing or, in the absence of previous consideration of the question by the town, the legislative body decides to permit listing. If political party or other designations are permitted, no candidate shall use the name of a political party who certificate of organization has been filed properly with the secretary of state unless the candidate has been endorsed by a legally called town caucus of that political party for the office in question. In any event, the candidate must still file the petition and consent form required by section 2681 of this title.