

## BARRE TOWN SELECTBOARD MEETING AGENDA

June 16, 2020

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving June 9, 2020 meeting minutes.
5. Announcements
6. Receive guests for non-agenda items.
7. Presentation of Radio System Study.
8. Public Hearing for proposed Town Plan.
9. Consider offering COVID-19 Business Recovery Loans or participating in the State's Loan and Grant Program.
10. Consider selecting 2020 Wendell F. Pelkey Citizenship and Public Service Award winner.
11. Consider approving request for extension to lodge the Grand List.
12. COVID-19 report.
13. Consider approving weekly Accounts Payable Warrants for June 16, 2020.
14. Miscellaneous for: a) White for 444 Sierra Lavin Road on July 4<sup>th</sup>, and b) Lawson for 40 Church Hill Road on July 4<sup>th</sup>; and other licenses and permits if any.
15. 'Round the table.
16. Executive session – personnel, contract
17. Adjourn.

### BARRE TOWN SELECTBOARD MINUTES

June 16, 2020

The duly warned meeting of June 16, 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 was George Clain and by Zoom/teleconference were: Fire Chief Chris Violette, Norm Boucher (Consultant), Mike Gilbar, Cedric Sanborn, and BAD Director Joel Schwartz.

**CALL TO ORDER** –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 meeting agenda.*

#### MINUTES

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to approve the Selectboard meeting minutes of June 9, 2020 with minor spelling and grammatical corrections as presented.*

#### ANNOUNCEMENTS

- ✓ Please consider serving the Town on the Regional Transportation Advisory Committee, as an alternate to the Development Review Board, or as Barre Town's alternate to the CV Fiber Board. For more information, visit [www.barretown.org](http://www.barretown.org) or 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](http://www.barretown.org) or by calling the Town Clerk's office at 802-479-9391 to hear more.
- ✓ If you are one of the 65.5% of Barre Town residents who responded to the 2020 US Census as of June 15, thank you! If you have not responded yet, please do so. If you do not have the paper questionnaire, you can complete it online at [my2020census.gov](http://my2020census.gov). It only takes a few minutes to participate.

Selectboard Minutes of June 16, 2020 Continued:

- ✓ Remember all Vermont residents who own the home they live in must file a State of Vermont Homestead Declaration by July 15, 2020 to avoid a penalty. A link to the form is available at [www.barretown.org](http://www.barretown.org).
- ✓ For a list of this summer's Town road projects with work starting as soon as July 6<sup>th</sup>, visit the Town website.
- ✓ A reminder there is a dog leash law in Barre Town.

**GUESTS – None**

### **RADIO SYSTEM STUDY REPORT**

**Background:** The idea for Barre Town town-wide radio study came up after a Department Head voiced concern about the reliability of our radio system. This system services all Town Departments (Public Works, EMS, Fire, and Police). The Police are having trouble with communications in the Graniteville area. The Fire Department pagers do not always activate in some buildings or might activate but the audio message does not come through. Fire, EMS, and Public Works have trouble with reception in some spots; this mostly is a problem using portable radios (primary use). These three Departments have experienced noise or static on their frequencies.

In Fiscal Year 2019-2020, \$21,900 was budgeted. It included Phase 1 the study (\$6,900) and Phase 2 for improvements (\$15,000). To date \$6,900 has been paid out for the Phase 1 study. There is also an additional amount for this project in the Fiscal Year 2020-2021 budget (\$7,500). Staff is hoping the Selectboard will designate the \$15,000 remaining in the current budget so it can be used with next fiscal year's allotment for a working balance of \$22,500 for the next year. These funds could be used for tests, checking existing hardware, cables, and antenna, or for more study.

Currently our Police Department works through a radio at the Vermont State Police tower on Millstone Hill. The other Departments work through radios and antenna at the American Tower Company on Tower Road in Williamstown. As a result of the study, the Town is currently looking to replace the Police Department antenna with an omni-directional antenna.

Fire Chief Chris Violette (leading the Town radio study) and Norm Boucher were present. Mr. Violette gave a brief overview of the contents of the radio study (radio system setup, deficiencies, and possible solutions). He noted that Norm had visited the Town facilities, spoken with Department Heads and Dispatch. A preliminary report was compiled and reviewed by the Town Department Heads. The final Study Report was provided to the Selectboard prior to the meeting for review.

Mr. Boucher directed Board attention to the current radio coverage maps for UHF and VHF – noting the areas that have signal issues. Topography and lack of radio towers are the major reasons for the deficiencies.

The study provided three options:

1. Keep everything as is with minor equipment replacement. This would not solve the issue but the equipment is nearing end-of-life cycle.
2. Add a new Northeast (Curtis Road area) 180' tower, have smaller towers at South Barre Fire Department and EMS Building, and continue use of the Millstone Tower. The two Barre Town Public Safety buildings were chosen to host antenna as they are located in areas that are low in the valley and/or have lots of shadowing which impedes radio signals. Equipment changeout would occur and both UHF (Police Department) and VHF band widths would be used. A microwave radio link would be added and decommission the crossband repeaters. This is the most expensive option.
3. Have the Police Department go from UHF to VHF radio signals. This would mean using the microwave radio link as primary but would retain Millstone Tower so Police could talk with other municipalities and State Police. This reduces the Towers required to two (the proposed new Northeast stie and the Millstone Antenna). This is the Fire Chiefs preferred option.

Board members were reminded this is a study. Siting for a possible Northeast Radio Tower has not been completed nor has the State Police been contacted for concrete discussions on use of Towers, etc. Items noted were the varying life-spans of the equipment, grant funding is not readily available, if the Town were to proceed with options 2 or 3 and due to the large price tag, the project would likely be financed through bonding, and the possibility of renting space on a new Northeast Tower once constructed.

Consensus of the Board is this project should keep moving forward. Chief Violette would like to proceed with doing some further testing, looking more closely for a possible Northeast Tower site, and see where the Central Vermont Public Safety Authority stands knowing they have deficiencies as well.

All parties were thanked for their participation in this report.

## **PUBLIC HEARING FOR PROPOSED TOWN PLAN**

Background: This is the second of two required public hearings for the proposed Town Plan.

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to open a Public Hearing at 7:02 p.m. to take comment on the proposed Barre Town Plan.*

Planning Commission members present include: George Clain, Chris Violette, Mike Gilbar, and Cedric Sanborn.

Chris Violette provided a brief overview of the changes and the new sections required statutorily. He noted a Town resident had contacted him regarding page 41, Historical Area section, stating St. Sylvester Church should be added. Joel Schwartz asked that Mr. Violette verify the Tenco Industries information noted on page 79. Neither piece of information would greatly impact the Plan and can be changed when doing the next review.

Once approved this Plan will be valid for 8 years. However, there are requirements that some updating/maintenance/review be completed throughout the term. The Planning Commission at their next meeting will be looking to put together a review schedule for this document.

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to close the Town Plan Public Hearing at 7:20 p.m.*

The next step, if there are no revisions, is for the Selectboard to adopt. Once the Selectboard action has taken place the Plan will be forwarded to the Central Vermont Regional Planning Commission to be affirmed. Once affirmed, the Plan is considered complete.

## **COVID-19 BUSINESS RECOVERY LOANS VERSUS STATE LOAN/GRANT PROGRAM**

Background: The Selectboard received information that CVEDC (Jaime Stewart) will not be participating in the State Restart Loan program as the loan guarantees are removed and due to the interest rate buy down. At the last meeting, the Staff was advised to prepare a Memorandum Of Understanding (MOU) for a COVID-19 Barre Revolving Loan Fund. The plan is to use part of the funds from our Barre Revolving Business Loan Fund. A draft was provided for Board review.

Joel Schwartz and Chris Violette were present. Discussion focused on defining a date range under the Eligible Borrowers Section, adding a loan termination date of December 31, 2020, and to have the flexibility for borrowers to be in the range of 25% to 50% for losses.

By consensus, the Selectboard wanted these funds available as soon as possible. The Manager and Mr. Schwartz will rework the MOU with the changes, speak with VCLF to ensure they will do the necessary underwriting and move to receive State approval.

## **SELECTING THE 2020 WENDELL PELKEY CITIZENSHIP AWARD RECIPIENT**

Background: Annually the Selectboard will award the Wendell F. Pelkey Citizenship Award to a resident who has demonstrated an on-going commitment to the Town of Barre. Board members were provided a list of past recipients. Traditionally this award is presented during the Open Town Meeting (Beginning of May). However, due to COVID-19, no traditional Open Meeting, and all voting by Australian ballot in June the award and presentation have not been made.

Board members cast their paper ballots and Chair White stated there was a winner. Once the plaque is received the Manager will make arrangements for the presentation.

## **REQUEST TO EXTEND LODGING THE GRAND LIST**

Background: June 24, 2020 is the last day to lodge the Grand List (a listing of all properties in Town and their valuation). Due to COVID-19 the State is offering an extension to file the Grand List to August 15, 2020 but the Selectboard must approve the request. Our Assessor, Russ Beaudoin informed the Manager he is trying to meet the June deadline and thinks it will be done. However, it does not hurt to request the extension just in case.

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to approve the request for an extension of the deadline to lodge the Fiscal Year 2020 – 2021 Grand List and authorize the Chair to sign the State of Vermont extension letter.*

## **CORONAVIRUS REPORT**

Manager Rogers stated there are no major changes to operations. The Clerk's Office has made hardware changes to accommodate title searchers (by appointment only) during normal business hours.

**ACCOUNTS PAYABLE WARRANT**

*On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to approve the accounts payable warrants dated June 16, 2020. Bob Nelson abstained due to an employer conflict.*

**MISCELLANEOUS**

The Chair turned the meeting over to the Vice Chair Norma Malone due to a conflict.

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted to approve the following fireworks display permits with the standard conditions. Paul White abstained from the vote.*

1. *Paul White, 444 Sierra Lavin Road , for a display on July 4, 2020 with a rain date of July 3, 2020; and*
2. *Bradley Lawson, 40 Church Hill Road, for a display on July 4, 2020 with a rain date of July 5, 2020.*

The Vice Chair turned the meeting over to Chair White.

**‘ROUND TABLE**

Manager Rogers thanked all the volunteers who participated in the Bulk Trash Collection last Saturday. The event is usually held the second Saturday in May but was rescheduled due to COVID-19. He noted the event was the second lightest on record since 2003 (50 - 60 less trips). The weather and help were extremely good and we collected around 50+ mattresses/box springs for recycling. Further discussion is needed to determine if the mattress recycling program should continue. Jack Mitchell stated he was pleased as well noting the Barre Town Fire Department Auxiliary collected \$803.52 in donations.

Mitchell inquired on the purpose of a very large crane in the Wilson Industrial Park, located just behind the old Schwan’s building. Is this for construction only or permanent and does it violate the Park Covenants? Rogers will check on this.

Paul White noted the August 4, 2020 regular Selectboard meeting will be brief (pay bills, set the tax rate, approve minutes). Immediately following that brief meeting the Selectboard will hold a retreat.

Mr. White informed the Board he had contacted CVTV to let them know the Selectboard is meeting in person. It may be a week or two before the camera person is available. While Zoom has been adequate, the quality is not the same as having the in-person camera.

**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 8:00 p.m. for personnel and contracts.*

*On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to come out of executive session at 9:02 p.m.*

**PERSONNEL ACTION**

*On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted unanimously to approve the Fiscal Year 2020 -2021 pay raises for the Management and Non-Union, and Hourly, Non-Union Staff, and Part-time Seasonal employees as presented by the Manager on his memo dated June 12, 2020.*

**ADJOURN**

*On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to adjourn at 9:03 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