

BARRE TOWN SELECTBOARD MEETING AGENDA

June 30, 2020

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving June 23, 2020 meeting minutes.
5. Announcements
6. Receive guests (by phone) for non-agenda items.
7. Interview applicant for Cemetery Commission.
8. Consider appointment to fill a vacancy on the Cemetery Commission.
9. Discuss radio system study.
10. Consider designating certain unspent Fiscal Year 2019-2020 budgeted money.
11. Consider approving posting the Grand List on the Town website.
12. COVID-19 report.
13. Consider approving weekly Accounts Payable Warrants for June 30, 2020.
14. Miscellaneous for: a) Jonathan Sanborn at 90 Apple blossom RD on July 4th, b) any other licenses or permits.
15. 'Round the table.
16. Executive session – if needed.
17. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

June 30, 2020

The duly warned meeting of June 30, 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 (arrived at 6:20 p.m.), Justin Bolduc, and Paul White.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty. Also present were Clement Vaillancourt, and by phone was Times Argus Reporter Eric Blaisdell.

CALL TO ORDER –Chair Paul White called the meeting to order at 6:03 pm.

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

APPROVE THE AGENDA

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted to approve the amended meeting agenda: Add item 14A – Add 2 fireworks permits: Morrison for July 4th, and Laperle on July 11, 2020; Add item 16 –for personnel. Bob Nelson was not present for the vote.

MINUTES

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted to approve the Selectboard meeting minutes of June 23, 2020 with minor spelling and grammatical corrections and the correction as written by Jack Mitchell regarding the school generator. Bob Nelson was not present for the vote.

ANNOUNCEMENTS

- ✓ The Household Hazardous Waste Collection in Barre Town will be held on Saturday, August 1st, from 9:00 a.m. to 1:00 p.m., at the Barre Town Public Works Yard, 129 Websterville Road. This collection is for materials like paint thinners, paint without identifiable labels intact on the cans, cleaners that contain bleach, pesticides and more. More examples can be found at www.cvswwmd.org. Please plan ahead so you may follow their COVID rules: pay in exact change or check, which is \$20 per vehicle load. All hazardous waste must be in your car trunk or truck bed. No garbage bags. You will need to remain in your vehicle with a mask on. No pets. Note that no containers will be returned.
- ✓ The Grand List was lodged on Thursday, June 25th. Any property owner who wishes to grieve their assessed property value may do so, but for the appeal to be heard, the grievance must be in writing (emails will be accepted), and needs to be received by the Assessor's office before 8:00 a.m. on Wednesday, July 8, 2020. Contact information for sending grievances is at www.barretown.org.

Selectboard Minutes of June 30, 2020 Continued:

- ✓ The State of Vermont Tax Department's Homestead Declaration Form is due to the State by July 15, 2020. More information is available at www.barretown.org.
- ✓ The Barre Town Lawn Waste Site and the Wilson Recycling Depot will be closed, Saturday, July 4, 2020.

GUESTS – None

INTERVIEW APPLICANT/APPOINTMENT TO CEMETERY COMMISSION

Background: About a year ago Clement Vaillancourt expressed interest in serving on this Commission, but there were no vacancies. With Joe Coates resignation this past spring there is now a vacancy. The Manager contacted Mr. Vaillancourt who attended the June 24th Cemetery Commission meeting to learn more and once again stated he is willing to serve. Tonight the Selectboard will interview Mr. Vaillancourt.

Mr. Vaillancourt provided the Selectboard with background information. He is a life long area resident, works in the granite industry, and has served on the BGA Board for several years.

On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted to appoint Clement Vaillancourt to the Cemetery Commission, for the unexpired term of Joe Coates which expires on May 31, 2024. Bob Nelson was not present for the vote.

DISCUSS RADIO SYSTEM STUDY

Background: The Town Department Heads discussed the Radio System Study and possible steps. Staff feel that Option 3 from the Study Report is the optimal solution and what the Town's radio system will look like eventually. The suggestion is to use the unspent \$15,000 in the Fiscal Year 2019-2020 budget to do one or a combination of the following:

1. Change the Police Department antenna on Millstone Tower to an omni-directional antenna, with the State's permission.
2. Confirm the State will allow the Town to move all of its radios and antenna from Mt. Pleasant Tower to Millstone Tower.
3. Ask the Radio Study Consultant (Norm Boucher) to seek FCC approval, if needed, to conduct tests at the Millstone Tower using our spare radio; and to conduct the tests if approval is given.
4. Study the equipment hardware, cabling and placement of these at and on the Mt. Pleasant Tower; and make improvements within reason.
5. Begin working on finding a site on higher ground in the northeast corner of Town for a new radio tower.

Improvements are needed now. It is realized the Option 3, from the Study Report, could be years off. Option 3 also assumes the Town may use Millstone Tower for all of its radio frequencies. This question needs to be answered at the beginning of this project.

Currently the Fire Chief, Chris Violette, has reached out to Burlington Communication for an estimate for the installation of a new omni-directional Police antenna on the Millstone Tower.

To keep the work on task, Paul White, suggested the Town formally put together a Steering Working Group for the project. He has agreed to serve. There was brief discussion who should be part of the group (3 Public Safety Department Heads, DPW, someone from Manager's office, and Paul White – consultant Norm Boucher could be used as a consultant). Other discussion included having a time line, the likelihood of the State allowing for changes, and concerns for no formal cost estimate.

Board consensus is to proceed as outlined while acknowledging some members do have concerns to be addressed.

DESIGNATE UNSPENT FY 19-20 BUDGETED MONEY

Background: The fiscal year ends June 30, 2020. Some of the budgeted purchases and projects are not/have not been completed and the expenses not yet obligated. However, the intent is to make the purchases or complete the projects. The Selectboard is being asked to carry over monies (cash balance) for these planned/budgeted expenses to allow staff to complete projects or acquire the items. The Accountant will use this information to state the undesignated or non-reserved cash balance each Fund has. A list was provided for the Board to review prior to the meeting.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to designate money for the specific Fiscal Year 2019-2020 budgeted projects as detailed on the Designated Fund List dated June 26, 2020 and is included in these minutes as Appendix 1.

POSTING GRAND LIST TO WEBSITE

Background: There are issues with the GIS mapping system on the Town website linking with the Assessor's valuation software. Assessor, Russ Beaudoin has offered to post a condensed version of the Grand List on the Town website. This PDF document would list owner name, property location by street address, and the market value (Town's appraised value before any exemptions). There would actually be two PDF files, one by alpha order and one by street address. Many Towns do place their Grand List on the website. The information is used by both residents and real estate professionals. The Selectboard is being asked to give their blessing to "publish" this information on the website.

Board discussion focused on what is and is not public information, the data is no different than the Town-wide reappraisal book information, and there is no cost for this service. The Plan is to update the lists on a regular basis.

Board consensus is to proceed with posting the data with the caveat that it is kept current.

COVID-19 REPORT

Manager Rogers provided the Selectboard with the following information:

- The Spaulding High School graduation event held at Thunder Road was a success. Barre Town Middle & Elementary School also had a graduation event over two days and it was uneventful.
- Thunder Road races commenced last week without spectators. This week, with State approval, and following ACCD guidelines, spectators at the track will be allowed.
- In the recreation area, softball games at the recreation field began this week. Two additional port-a-lets are being provided as they are easier to service than our regular facilities.
- The Town Picnic Shelter is taking reservations. There are strict timelines and availability is limited.
- Playgrounds have been opened with additional COVID signs and tables have been moved to accommodate social distancing and deter large gatherings.
- Our EMS Department is almost back to normal on number of calls and they continue to assist with the pop-up COVID test sites.
- The Municipal Building is still closed to the public. However, the Town Clerk's Office is taking appointments for title searches and has rearranged computer access to accommodate social distancing guidelines. Other Municipal Building Departments state services are going well.
- The Assessor will be using the Selectboard meeting room to hold the grievance hearings.
- Department Heads feel the Town should stay with our current operation plan. Board meetings will allow in-person attendance by prior approval.
- To date the Town Clerk's office has mailed 838 August Primary ballots. Chair White noted the election postcards received by residents were not mailed by the Town but by the Vermont Secretary of State's Office.
- The DPW supplies are good and they are doing well with the social distancing and wearing masks.

ACCOUNTS PAYABLE WARRANT

On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted unanimously to approve the accounts payable warrants dated June 30, 2020.

MISCELLANEOUS

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to approve the following fireworks display permits:

1. *Jonathan Sanborn, 90 Apple Blossom Road for a display to be held on July 4, 2020 with the standard conditions.*
2. *Stephen & Janeen Morrison, 52 Snowbridge Road, to hold a display on July 4, 2020 with a rain date of July 5, 2020 with the standard conditions and to direct the Town Clerk to state on the Certificate of Approval that any future permits will not be approved unless they are submitted "at least 15 days prior to the display date."*
3. *Zachary LaPerle, 39 Miller Road, to hold a display on July 11, 2020, with the standard conditions and to direct the Town Clerk to state on the Certificate of Approval that any future permits will not be approved unless they are submitted "at least 15 days prior to the display date."*

‘ROUND TABLE

Justin Bolduc stated his Town email address (jbolduc@barretown.org) is now working.

Bob Nelson wished everyone a safe and happy July 4th. He also noted there will be no Selectboard meeting on Tuesday, July 7th due to the summer meeting schedule.

Norma Malone noted a complaint regarding dusty roads in Barre Town. The Manager explained there is not enough money to do dust control on every dirt road in Town. Since the major portion of dust control includes using a contractor with large equipment, not all dirt roads receive a contractor application as the equipment is too large for the road. The Town does provide some spot treatment using our own equipment and taking care of the narrow roads. If homeowners have concerns contact the Town office.

Ms. Malone also stated the roadside mowing that has been completed looks very good.

Bob Nelson noted in his travels the drainage work being done by the Town in his area. Rogers stated the stone check dams are used with certain ditch line grades and uses hydroseeding to create grassy spaces in between the check dams. This helps to filter sediment and slow down the water velocity from road runoff.

Paul White noted the CVSWMD had cut our per capita dues. While this was nice, he also noted that some programs would be cut, at least temporarily.

Jack Mitchell inquired what the Town would do if the State does not approve the sidewalk change and request to hang our lines on the new bridge. Rogers stated if it is not approved it would probably be due to the road alignment.

Jack Mitchell noted the tennis courts in the recreation area were constructed around 1980. This is first time the lights have been changed out and was wondering if the Town ever considered installing a service gate. Rogers stated they had.

Jack Mitchell is going to camp and is not sure if he will be attending the July 14th meeting.

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 public 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 7:50 p.m. for personnel.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to come out of executive session at 8:43 p.m.

ADJOURN

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to adjourn at 8:43 p.m.

Donna J. Kelty, Town Clerk -Treasurer

Selectboard Chair

Barre Town Selectboard

(See next page for Appendix -1 Designated Fund List)

Appendix – 1 Designated Fund List.

AGENDA ITEM # 10 June 26, 2020

F.Y. 2019 – 2020
Designated Funds
Budgeted Projects or Purchases

General Fund

<u>Acct. #</u>	<u>Description</u>	<u>Amount</u>
011.422.470	Painting So. Barre Fire Station trim	\$3,400
011422.470	Repair to East Barre Fire Station concrete floor	\$4,300
011.422.690	Preventative maintenance check on pumper trucks	\$1,400
011.462.326.907	Purchase aggregate for East Barre bike path	\$2,000
011.462.450	Softball field lights	\$6,000
011.462.680	Seal skatepark surface	\$4,200
011.462.680	Softball field fence repair project	<u>\$5,972</u>
	Total General Fund	\$27,272

Highway Fund

011.431.690	Road erosion inventory by CVRPC	\$12,000
011.432.660	Road crack sealing	\$21,000
011.432.660	Roundabout re-landscaping	<u>\$5,000</u>
	Total Highway Fund	\$38,000

Sewer Fund

500.443.660	Root control contract	\$3,100
500.443.660	Rent cameras to inspect pipes	\$3,000
500.443.660	Add telemetry service at So. Barre pump station	<u>\$2,000</u>
	Total Sewer Fund	\$8,100

Water Fund

600.446.293	Filter differential pressure transmitter	\$7,800
600.446.326	Garnet sand filter media and piping	\$12,000
600.446.680	Remove and dispose of garnet	\$8,000
600.447.470	Three outside security lights	<u>\$780</u>
	Total Water Fund	\$28,580

Building Fund

050.419.470	Sprinkler line repair	<u>\$1,400</u>
	Total Building Fund	\$1,400

Equipment Fund

400.473.690	Radio System Study and Improvements	<u>\$15,000</u>
	Total Equipment Fund	\$15,000