

BARRE TOWN SELECTBOARD MEETING AGENDA

August 18, 2020

1. Site visit: Fecteau Residential Development off Beckley Hill Rd 6:00 p.m.
2. Call to order 6:45 p.m.
3. Pledge of Allegiance
4. Consider approving agenda.
5. Consider approving August 4, 2020 meeting minutes.
6. Announcements
7. Receive guests (by phone) for non-agenda items.
8. Consider: a) approving an amendment to Fecteau Residential's Developer Agreement; b) granting provisional acceptance of Phase 1A; c) accepting a deed for the sanitary sewer pipes, sewer manholes and fire hydrants in Phase 1A; and d) approving names for four streets in the development.
9. Discuss ambulance billing service contract.
10. Consider awarding contracts: a) for purchase of 2 ambulances; and b) for gravel crushing.
11. Discuss operation of the Wilson Transfer (recycling) Depot.
12. Consider approving Green Mountain Power's request to install guardrail along the new Websterville Road substation.
13. Consider naming group to volunteer at the Fall Bulk Trash Collection event.
14. Consider approving weekly Accounts Payable Warrants for August 11 and 18, 2020.
15. Miscellaneous: fireworks permit for S. Lamberti, 118 Phelps Rd on September 2 or 5, 2020; and other licenses or permits if any.
16. Round the table.
17. Executive session – if needed.
18. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

August 18, 2020

The duly warned meeting of August 18, 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, Bob Nelson, Justin Bolduc, Paul White and W. John "Jack" Mitchell.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, Christopher Violette (by Zoom), and EMS Director Chris Lamonda. Also present were Jeff Spencer (Medical Billing Services), Josh Fecteau, and Jim Fecteau, Joey Wilson, and Eric Blaisdell (Times Argus reporter).

CALL TO ORDER –Chair Paul White called the meeting to order at 6:50 pm.

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

APPROVE THE AGENDA

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

Item 15 change the date of September 2 to September 7.

MINUTES

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the Selectboard meeting minutes of August 4, 2020 with minor spelling and grammatical corrections as presented.

ANNOUNCEMENTS

- ✓ As you may have heard, the State of Vermont has provided every Town with cloth masks to distribute to residents. The Town of Barre is giving away up to three (3) cloth masks per person, two years and older. You have several options for mask pickup. Monday – Friday, 8:00 a.m. – to 4:00 p.m., from the Police Department located at 149 Websterville Road (rear annex of the Municipal Building). When you arrive, call 802-479-0509. If you do not have a cell phone, park

Selectboard Minutes of August 18, 2020 Continued:

and walk to the windows on the side of the building. You can wave at the Clerk-Dispatcher from there. On Monday evenings 5:00 p.m. – 6:30 p.m., you can pick up from either Fire Station (119 Mill St. East Barre or 528 South Barre Rd.). If staffed, you can pick up anytime from the EMS Station (4 McLaughlin Rd., East Barre – off Route 302). BEFORE you arrive call them at 802-476-3147. Finally, stay tuned to the Town website (www.barretown.org) for other locations and times.

- ✓ Summer road construction on Town roads except for paving on Cassie Street, should be finished by the time you view this meeting.
- ✓ Property Tax bills have been mailed. The first installment will be due September 15, 2020. The remaining installments will be due on the usual dates. Please visit www.barretown.org for your many COVID-19 safe methods to pay (direct deposit, drop box, mail, or credit card via the phone or through the website).
- ✓ 68.2% of Barre Town residents have responded to the 2020 U.S. Census as of August 5, 2020. If you have not responded please do so online (my2020census.gov) and avoid a Census taker or two coming to your home.

GUESTS – None

FECTEAU RESIDENTIAL BECKLEY HILL DEVELOPMENT

Background: *Developer Agreement* - Prior to the start of the meeting, the Selectboard did a site visit on Phase 1 of the housing development off Beckley Hill Road being constructed by Fecteau Residential. The original Developer Agreement for Phase 1 called for completing Roads B and C. Drainage, sewer and water would be completed as needed to serve those roads. Fecteau did get building permits to put model homes on lots 27 and 36 along Road C. They currently have a buyer for lot 27. However the sale cannot be completed until they have provisional acceptance of the infrastructures from the Town. Road B is partially completed to a point just above the intersection with Road C. Rather than wait until Road B, and all its associated infrastructures are completed, Fecteau is asking to revise the Developer's Agreement to have a Phase 1A and 1B. With a Phase 1A they could request provisional acceptance and if approved sell lot #27 and house that is on it.

Provisional acceptance can be granted when all improvements (water, sewer, utilities) per the plan (subdivision) and Developer Agreement are completed and the base course of paving is done. Fecteau Residential have to show they are in compliance with State permits. All utilities needed to serve lots on roads in the provisional acceptance must be completed and tested. A deed(s) for the utilities must be submitted and approved. All fees and sign costs must also be paid.

Provisional acceptance of a road means the Town will perform winter maintenance but no other maintenance. The Town does not accept any stormwater or drainage improvement until final acceptance.

In the Manager's notes to the Board he stated the Developer will not have the curbing done or the base course paved. They will be proposing to post a \$291,290 bond for paving, curbing, stormwater work, landscaping and signs. The deed will need to be changed to incorporate a proposed Phase 1A if the Agreement is changed. Fecteau will also owe \$8,600 for the sewer line extension needed to serve Phase 1A.

The water line work is done and Barre City issued water connection permits for the two model homes.

Jim Fecteau, Vic Fecteau, Joey Wilson were present. Discussion focused on base road paving and timeline, not wanting construction vehicles on a newly base paved road, provisional acceptance of the road, the Developer has completed many projects in Town and has been responsible over the years, and the Bond would provide the Town funding to finish the project if needed.

Board consensus is to have the item placed on the September 1st agenda with the completed packet for Selectboard action.

AMBULANCE BILLING SERVICE CONTRACT

Background: The EMS Director had proposed another service to do our ambulance billing AND collections. Jeff Spencer (Medical Billing Services-MBS) was asked to provide information for the Board. He will be providing handouts to the Board and give a 15 minute presentation.

Currently the Town is using EMS Billing services. They charge \$10 per billable call. They make three (3) attempts to collect payment. For the current fiscal year, the Town budgeted \$30,500. Patient billing revenues were budgeted at \$1,557,960. The average amount collected per call is between \$500 and \$550.

Mr. Spencer and Director Chris Lamonda were present. A packet of information was provided to the Board for review during the presentation. An overview of services provided, reporting, methods of collection, staffing, and being an in-state firm were noted.

Points of Interest: The business began in 2012, has grown through word of mouth only, and they have 26 customers. (References will be provided to the Board.) The collection rate is around 94% (based on the allowable billed amount). Payment process can be tailored to our needs. Possible savings to staff time (EMS person, Clerks Office, and Town Manager's Office) were noted. Report types includes standard ones with new ones being recently added to address COVID-19 and the new Medicare reporting needs. Contract terms are an easy out – 90 day notice, and should the Town choose to change billing vendors the recommendation would be to commence January 1, 2021.

The Board will place this item on a later agenda for discussion.

AMBULANCE AND GRAVEL CRUSHING CONTRACTS

Ambulances: The Equipment Replacement Plan in the FY 20-21 Equipment Fund budget provides funds to purchase two new ambulances. Cash would be paid for one ambulance (\$132,000). The other would be financed over three years, with the first payment (\$45,320) on the second ambulance being made this year. Bidding specifications were sent to five known bidders, with three received. Two bids are for Ford E-450 units as specified and one is for an E-350 (does not meet specs). Selectboard members received copies of the bid results for review prior to the meeting.

The low bidder is approximately \$11,000 under budget (\$120,887 per ambulance). The savings makes room to consider the extended warranty options and pay for moving the power cot load system from the old ambulance to the new. Shop Foreman Mike Martel is checking the repair history and warranty options from Ford. The Board will receive the recommendations during this meeting. The low bidder is Bert's Emergency Vehicles of Blackstone, MA. We have bought many ambulances from this company.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to award the contract for the purchase of two (2) 2021 Ford E-450 ambulances with Medix boxes to Bert's Emergency Vehicles at the price of \$120,887 per ambulance.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to purchase the extended warranty at \$3,900 per ambulance (4 year, 150,000 miles) to Olaf Ford.

Gravel Crushing: Our current year budget provides \$32,000 for gravel crushing. The dollar amount is based on crushing 8,000 cubic yards at \$4.00 each. Bid specifications for crushing is approximately 6,500 cubic yards of our raw gravel and waste granite and about 1,500 cubic yards of fresh asphalt millings and were mailed to four companies. Usually McCullough and J.A. McDonald bid. However, McCullough stated they could not meet the October 31st deadline and did not bid. McDonald's bid is \$3.88/cubic yard for gravel and \$4.00/cubic yard for millings. Based upon usage we could be slightly under budget (approximately \$780). The Town has worked with McDonald and there have not been any issues.

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted to award the 2020 gravel and millings crushing contract to J.A. McDonald at their unit bid prices of \$3.88 per cubic yard of gravel and \$4.00 per cubic yard of asphalt millings.

OPERATION OF THE WILSON RECYCLING DEPOT

Background: The Manager contacted Earth Waste (aka New England Quality Service) to inquire of their intention for renewing their contract to operate the Wilson Recycling Depot. He was told a letter is being written to inform the Town they would not be renewing the lease. It was noted this is the last of their Depots in this area and it is not logistically practical for them to continue operating the Barre Town site. The Selectboard will be discussing how to proceed. The Manager, in his notes to the Board, did provide questions to consider.

The Manager noted that Weston & Sampson did some site testing in 2010 – cost around \$8,000. They are willing to provide the service again stating they would not have to go as deep as in the past. Board consensus is to have the site sampled again.

On a side discussion Jack Mitchell stated he would speak to the CVSWMD to see if they might be interested in the parcel as the home of their new Household Hazardous Waste Collection Site. The Manager will look at the prior RFP for possible changes (should include revisions for site testing, security deposits, negotiable rent). Board consensus is the site is much needed, very busy, and should continue.

GMP GUARDRAIL REQUEST – WEBSTERVILLE ROAD

Background: Green Mountain Power (GMP) built a new power station on the Websterville Road. Recently they petitioned the Town to install guardrails. The Selectboard seemed to think it was a good idea but approval was postponed until it was confirmed that GMP was agreeable with the suggested conditions. Soon after the initial request was heard GMP agreed to the conditions. Once all the last of the other utility companies using the pole removed their cables, GMP had the pole removed and guardrail installed. At this the Selectboard is completing the paperwork.

On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted unanimously to approve Green Mountain Power's petition dated June 5, 2020, with conditions added to install guardrail along Websterville Road in front of the Websterville substation.

FALL BULK TRASH VOLUNTEER GROUP

Background: The past two or three years the Cemetery Commission has been the volunteer group at the Fall Bulk Trash Collection. Alan Garceau has confirmed the Commission would like the opportunity again. Commission members have been dedicated volunteers at the Spring and Fall Collections.

On a motion by Norma Malone, and duly seconded, the Selectboard voted unanimously to select the Barre Town Cemetery Commission as the volunteer group for the September 19, 2020 Fall Bulk Trash Collection.

ACCOUNTS PAYABLE WARRANT

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted to approve the accounts payable warrants dated August 11 and 18, 2020. Bob Nelson abstained from the vote.

MISCELLANEOUS

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to authorize the Town Clerk to sign the Certificate of Compliance which approves the Fireworks Permit of Scott Lamberti to hold an event on September 6, 2020, with rain dates of September 7 or September 5, at 118 Phelps Road with the standard conditions.

Carl Rogers informed the Selectboard, the Truck Show which was to be held at Thunder Road is not going to happen.

The light poles at the Recreation Field were examined (22 in all). Eight of them need to be replaced: 1 at the gates to the tennis court (35'), 2 in the right field of the softball field (60') and the other 5 are on the baseball field (80'). Asst. Manager Wang provided information on how to temporarily remedy some of the more needy poles and how it fit into the field light replacement plan. There may be some work done this season with the remainder being finished next year. Cost and shipping of poles were noted.

Asst. Manager Wang responded the Chair's question on how the Census Bureau determined what percentage of Town residents responded to their survey. She noted it is based on physical addresses on file, door-to-door visits, satellite imaging, and Post Office data.

'ROUND TABLE

Bob Nelson stated he spoke with Tom White and he is willing to continue to serve at the liaison to the Aldrich Public Library Board.

Bob Nelson stated he had complaints with regards to trucks being on Middle Road. Rogers stated that contractors were using the road while doing the road paving work on Graniteville Road. The empty asphalt trucks headed down Middle Road. Nelson stated while he understood he still felt the policy should be followed. Mitchell disagreed noting this was Town work and there was no simple way to turn the trucks around.

Jack Mitchell noted a site distance/brush issue at the intersection of Graniteville Road and Cogswell St.

Jack Mitchell stated he is hoping to have the Memorandum of Understanding for the school generator on the agenda as well as the Red Cross Agreement. This Thursday, he has a meeting to go over all the items. The Manager will be attending.

Paul White asked to have the Job Description/pay scale for the Financial Director be included in the September 1st meeting package. In addition, he has the first draft of the worklist from the recent Selectboard retreat. Members were asked to review and comment.

EXECUTIVE SESSION - None

ADJOURN

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to adjourn at 9:36 p.m.

Donna J. Kelty, Town Clerk -Treasurer

Selectboard Chair

Barre Town Selectboard
