

BARRE TOWN SELECTBOARD MEETING AGENDA
September 1, 2020

- PILOT: Discuss town-wide property reappraisal progress 6:00 p.m.
1. Call to order 6:30 p.m.
 2. Pledge of Allegiance
 3. Consider approving agenda.
 4. Consider approving August 18, 2020 meeting minutes.
 5. Announcements
 6. Receive guests (by phone) for non-agenda items.
 7. 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.
 8. Consider adding an insignificant, non-substantial map of existing renewable 15kw (or larger) energy sites to the Energy Plan appendix of the Town Plan.
 9. Consider TSAC recommendation to narrow the travel lanes on a section of: a) Hill Street; b) Camp Street; and c) Cassie Street.
 10. Discussion of proposed Finance Director job description and salary range.
 11. Consider approving Memorandum of Understanding for generator at BTMES and use of BTMES as an emergency shelter.
 12. Consider approving a School Resource Officer Agreement with Barre Town School (BTMES).
 13. Consider awarding roll-off service contract.
 14. Consider authorizing sale of used York rake.
 15. Consider accepting Tax Collector’s Deed for a Birchwood Park lot acquired through tax sale.
 16. Discussion about Wilson Recycling Depot.
 17. Consider approving weekly Accounts Payable Warrants for August 25 and September 1, 2020.
 18. Miscellaneous: a) fireworks permit for C. Sanborn, 106 Lyman Road on September 6 or 7, 2020; and b) other licenses or permits if any.
 19. ‘Round the table.
 20. Executive session: legal.
 21. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
September 1, 2020

The duly warned meeting of September 1, 2020 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:32 p.m.

The following members were in attendance: Norma Malone, Bob Nelson, Justin Bolduc, and W. John “Jack” Mitchell. Paul White was not present.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kely, Zoning Administrator Christopher Violette, and Planning Commission member Mike Gilbar. Also present were Fecteau Residential representatives, Jim Fecteau and Vic Fecteau.

CALL TO ORDER – Vice Chair Norma Malone called the meeting to order at 6:32 pm.

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

APPROVE THE AGENDA

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted to approve the meeting agenda as amended: Item 20 Executive Session – add personnel and contracts. Paul White was not present for the vote.

MINUTES

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted to approve the Selectboard meeting minutes of August 18, 2020 with minor spelling and grammatical corrections as presented. Paul White was not present for the vote.

ANNOUNCEMENTS

- ✓ By the time you are viewing this, the August Barre Town Newsletter should be in the mail. Read it for the Town's COVID-19 update, tax and utility rates, election news, Fall Bulk Trash Collection on Saturday, September 19, 2020, and more. It is also on the website at www.barretown.org.
- ✓ With heating season just around the corner, this is a good time to get your annual furnace or chimney serviced. For fire safety, have these items checked and cleaned or serviced once a year.
- ✓ If you are interested in orderly development of the Town, regional transportation issues, or high speed internet for our neighbors, please apply to serve as an alternate to the Development Review Board, as one of the two Barre Town representatives to the Central Vermont Regional Planning Commission's Transportation Advisory Committee, or as Barre Town's alternate to the CVFiber Board. More information about the positions is in the August Barre Town Newsletter.
- ✓ 70.4% of Barre Town residents have responded to the 2020 U.S. Census as of August 27, 2020. If you have not responded please do so online (my2020census.gov) and avoid a Census taker or two coming to your home.
- ✓ Town Offices will be closed on Monday, September 7, 2020 in observance of Labor Day.

GUESTS – None

FECTEAU RESIDENTIAL BECKLEY HILL DEVELOPMENT

Background: During the last Selectboard meeting the Board visited the Beckley Hill Development and met with Fecteau Residential. They had proposed several items: a) amend the Developer's Agreement for Beckley Hill Meadows Subdivision to allow Phases (the current one being Phase 1A); to accept a Warranty Deed for the sanitary sewer system, including temporary and permanent easements for said system, the fire hydrants, and the roadway connecting Beckley Hill Meadows to Daniel Drive, and to accept the naming of 4 roads within the development. The Selectboard by consensus asked for the details to be worked out and paperwork brought back to this Board for action.

Zoning Administrator Chris Violette and Jim Fecteau worked on the Agreement. A one-year bond from Lexon Insurance Company has been issued in the amount of \$291,290. All improvements agreed upon must be completed within a year (August 20, 2021). The town can make a written claim before that. Town Attorney Monte reviewed the bond.

Discussion noted a couple of minor changes to the Warranty Deed. Paragraph titled 1: Sanitary sewer, change the date of August 17, 2020 to August 18, 2020, and Paragraph titled 2: Temporary easements...., last sentence, insert the words "and stormwater infrastructure" between roads and are.

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted to approve Addendum 1, adding Phase 1A, to the Developer's Agreement with Fecteau Residential for the Beckley Hill Meadows project. Paul White was not present for the vote.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted to grant provisional acceptance of Beckley Hill Meadows Phase 1A. Paul White was not present for the vote.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted to accept Fecteau Residential Inc's Warranty Deed for the sanitary sewer system, including temporary and permanent easements for the sanitary sewer system, the fire hydrants, and the easement for the roadway connecting Beckley Hill Meadows to Daniels Drive. Paul White was not present for the vote.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted to name the roads in the Beckley Hill Meadows Subdivision Plan (on file in the Zoning Office Plan #2264) as follows: 1) Road B – Blake Drive; 2) Road C – Mathieu Drive; 3) Road D – Ivan Drive; and 4) Road E – Alex Drive. Paul White was not present for the vote.

TOWN PLAN – MAP OF EXISTING RENEWABLE ENERGY SITES

Background: The Central Vermont Regional Planning Commission's Municipal Plan Review Committee meeting was held last Thursday night. The Committee continued their meeting because a "required map" was not enclosed/attached to the Barre Town Town Plan when the required public hearing notices were published and when the Selectboard voted to adopt the Plan.

Zoning Administrator Chris Violette noted the map to the Town Plan is inconsequential – it does not convey policy, only shows renewable energy sites larger than 15kw as of a certain date, and there is a website to obtain current information.

Selectboard Minutes of September 1, 2020 Continued:

The insert of the map was an oversight on the Planning Commission and CVRPC staff which assisted with drafting/writing our Town Plan. Our Planning Commission believes the map should be inserted now and continue with the approval process. However, the CVRPC Review Committee is concerned with setting a precedent on not following the letter of the law on due process. Allowing the map to be inserted now does not provide the public with an opportunity to comment.

The Planning Commission and all agree the addition of the map is insignificant and non-substantial, in that it is just a snapshot of a point in time. The Selectboard viewed the website hosting the maps, discussed the historical value of the map in the Plan, timing of having the Plan approved, especially if a new energy developer comes along (without Plan the Town will not have standing in the hearing process).

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted to request the CVRPC's Municipal Plan Review Committee determine the "Existing Renewable Energy Generation Map" of existing renewable 15kw energy sites, an Appendix to the Energy Plan for Barre Town, Vermont is non-substantial as there is information in a more current form on their website. Paul White was not present for the vote.

TSAC RECOMMENDATION TO NARROW TRAVEL LANES

Background: In response to complaints about speed last year in the Hill Street area the Barre Town Transportation Advisory Committee (TSAC) made a plan for an experiment. The thought is if road lanes were painted to make the travel lane more narrow drivers might slow down. Existing painted lines cannot be picked up or painted over. TSAC looked at the list of roads to be paved in 2020 and found the roads in the category they were trying to address. A traffic volume and speed count was done prior to paving. In a memo, from the Town Engineer it stated "The study showed speed for the 85th percentile of traffic on all three of the roads was between 34 – 35 m.p.h. The posted speed was 25 m.p.h." During their August 19, 2020 meeting TSAC proposed having the lines painted to show 10' wide lanes (down from 11'). After several months TSAC would have a traffic and speed study done again to see if the action induced drivers to slow down.

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted to authorize the painting of road lines to show 10' wide travel lanes on the following sections of roads: 1) Hill Street from Windy Wood to Osborne Roads; 2) Camp Street from the City line to Lisa Drive; and 3) Cassie Street from the City line to Maplewood Avenue, in accordance with Town Engineer's memo dated August 21, 2020. Paul White was not present for the vote.

FINANCE DIRECTOR - DISCUSSION

Vice Chair Malone stated she believes this item should be discussed in Executive Session as it involves personnel and contracts. After a brief discussion, the Board concurred and the item was tabled to Executive Session.

EMERGENCY GENERATOR AND SHELTER AT BARRE SCHOOL DISTRICT

Background: A new generator is being purchased and installed at the Barre Town Middle & Elementary School. This project has been ongoing for many years. Part of the process is to have a Memorandum of Understanding with the School so the Town can use the facility as an emergency shelter. Prior to the meeting the Selectboard was provided a copy of the Memorandum of Understanding with the Barre Unified Union School District (BUUSD) and Barre Town. As part of this Memorandum there is also a copy of the Red Cross Shelter Agreement.

During discussion it was noted the School has reviewed the document and Superintendent David Wells has signed and approved it. Bob Nelson noted that on bullet 11, "BUUSD" should be inserted to note it is the School's Facility Director who will perform the activity. All other bullets refer to either/or/and BUUSD.

On a motion by Jack Mitchell and duly seconded, the Selectboard voted to authorize the Town Manager to sign the Memorandum of Understanding with the Barre Unified Union School District regarding the use of the Barre Town Middle & Elementary School as a Barre Town Red Cross Shelter with the correction on bullet 11, adding the "BUUSD" to the beginning of the sentence. Paul White was not present for the vote.

Mitchell noted COVID-19 and the reopening of schools has slowed the project a little. Jaime Evans has been extremely busy (now that he has 3 schools instead of one). There is no timeline in place for finishing the project. He will keep the Board informed.

SCHOOL RESOURCE OFFICER AGREEMENT WITH BARRE SCHOOL DISTRICT

Background: The BUUSD and Town budgeted on the assumption the Town would be supplying a School Resource Officer at the Barre Town Middle & Elementary School. With plans for a September 8th

Selectboard Minutes of September 1, 2020 Continued:

school reopening, the Police Chief and BUUSD Business Office worked out an agreement. The Town will provide the School Resource Officer when Officers are available. The billing rate is the actual cost of wages and benefits for the Officer working, but not to exceed \$1,315 per week.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted to authorize the Town Manager to sign the August 31, 2020 to June 18, 2021 School Resource Officer Services Agreement with the Barre Unified Union School District. Paul White was not present for the vote.

AWARD ROLL-OFF SERVICE CONTRACT – FALL BULK TRASH COLLECTION

Background: The Fall Bulk Trash Collection will be held on Saturday, September 19, 2020. Bidding specifications were mailed to Myers, Casella, and Earth Waste. Earth Waste did not bid. Casella was the low bid at \$217/ton. A year ago Casella's bid was \$210/ton.

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted to award the Fall, 2020 bulk trash roll-off service contract to Casella Waste Systems at their bid price of \$217.00 per ton of trash. Paul White was not present for the vote.

SALE OF YORK RAKE

Background: The Town owns three (3) York rakes, which is an implement pulled behind a one-ton truck. The Town uses it to level shallow ruts in gravel roads during mud season. Landscapers might use it to do rough raking of area to be seeded. The Town purchased a new one a couple of years ago and the old one was never sold. Word passed from a Town employee to a father who is employed by the Town of Vershire which made an offer of \$1,200 for the 1992 rake (the oldest of our three).

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted to authorize the sale of the 1992 York Model HT rake to the Town of Vershire at the price of \$1,200.00. Paul White was not present for the vote.

TAX COLLECTOR'S DEED – BIRCHWOOD PARK

Background: On March 7, 2019, the Town bought a lot (1.07 acre) in the Birchwood Park Subdivision (developed by Miller Building in the 1970's) through tax sale. Miller Building never sold the lot and had stopped paying the property taxes some years prior to tax sale. Due to the lots' proximity to the subdivision water supply it is deemed unbuildable. The subdivision water system is owned by the Birchwood Park Homeowners Association and they realized they did not need to assume responsibility for taxes even if they continue using the well on the lot and did not bid on the property at tax sale. The one-year redemption period has gone by and statutorily the Town needs to take legal title to the property. A Tax Collector's Deed was provided to the Board for review prior to the meeting.

Discussion highlights:

- The Town is obligated to take title.
- The property is subject to Act 250.
- The water system serves approximately 12 -18 customers.
- Concern for liability to Town – What responsibility does the Town have to the water system? What is our liability with regards to contamination?

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted to accept the Tax Collector's Deed for Tax map 005, Lot 058-00, also shown as Lot#8 on the Miller and Miller Land, Inc, Birchwood Park, March 25, 1974 drawing on file as Plan 10-1244 in the Town Zoning Office. Bob Nelson voted no (concerns for unanswered liability questions) and Paul White was not present for the vote.

WILSON RECYLCING DEPOT DISCUSSION

Background: Earth Waste has provided the Town with notice they will no longer operate the Wilson Depot Recycling Center the end of October 2020. As part of the discussion at the last meeting, the Selectboard asked that the soils be tested for contamination. The Manager will also ask for input on changes to an RFP for services.

Manager Rogers stated Weston and Sampson submitted a soil testing proposal with a cost of \$7,900. It was signed and returned. The testing is scheduled for this Thursday morning. He also informed the Board he attended a haulers meeting at the CVSWMD and let haulers know an RFP for service is forthcoming. Later he learned that Gro Compost was interested in the site, but not necessarily to operate the Depot.

The Selectboard provided input on changes to the RFP (responsibility for contamination testing, must be open Saturday but flexible with mid-week operation day(s), negotiation of rent, etc.).

ACCOUNTS PAYABLE WARRANT

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted to approve the accounts payable warrants dated August 25 and September 1, 2020. Bob Nelson abstained from the vote and Paul White was not present.

MISCELLANEOUS

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted to authorize the Town Clerk to sign the Certificate of Compliance which approves the Fireworks Permit of Cedric Sanborn to hold an event on September 6, 2020, with a rain date of September 7th, 106 Lyman Road with the standard conditions. Paul White was not present for the vote.

‘ROUND TABLE

Selectboard members were provided an update on the softball field light pole replacement project. There was discussion on pole removal and galvanized steel versus wood. Concern was raised regarding safety and liability knowing there are poles that should be removed at the softball field. Leagues are scheduled to play through October. Consensus is to take the poles in question sooner rather than later.

Bob Nelson provided Board members a copy of an email regarding noise at Thunder Road. He recognizes this is not a discussion for now but it needs to be had.

Norma Malone inquired if Medical Billing Service (gave a presentation 2 weeks ago) had provided the additional information as promised. Rogers stated he had not received anything. Bob Nelson will follow up with Mr. Spencer.

EXECUTIVE SESSION

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted to find the need to go into executive session citing premature general public knowledge would clearly place the Selectboard at a substantial disadvantage. Paul White was not present for the vote.

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted to go into executive session at 8:45 p.m. for legal, contracts, and personnel. Paul White was not present for the vote.

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted to come out of executive session at 9:51 p.m. Paul White was not present for the vote.

ADJOURN

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to adjourn at 9:51 p.m. Paul White was not present for the vote.

Donna J. Kelty, Town Clerk -Treasurer

Selectboard Chair

Barre Town Selectboard