

## BARRE TOWN SELECTBOARD MEETING AGENDA

September 29, 2020

(Agenda as amended.)

- PILOT: Department Head visits with Public Works/Engineering and EMS 6:00 p.m.  
1. Call to order 6:30 p.m.  
2. Pledge of Allegiance  
3. Consider approving agenda.  
4. Consider approving September 22, 2020 meeting minutes.  
5. Announcements  
6. Receive guests (by phone) for non-agenda items.  
7. Consider approving fee for tournament or other event use of the disc golf course.  
8. Consider authorizing contract for removing and replacing two softball field lights.  
9. Public Hearing for a proposed ordinance setting speed limit on Blake Drive and Mathieu Drive and establishing these streets as stop streets.  
10. Consider awarding contract for replacing the heating and cooling system for the public works offices.  
11. Consider appointing a Development Review Board alternate member.  
12. Consider approving a Corporate Authorization Resolution with Community Bank.  
13. Consider approving weekly Accounts Payable Warrant for September 29, 2020.  
14. Miscellaneous, including licenses or permits if any.  
15. 'Round the table.  
16. Executive session: contracts and real estate.  
17. Adjourn.

### BARRE TOWN SELECTBOARD MINUTES

September 29, 2020

The duly warned meeting of September 29, 2020 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:30 p.m.

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

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kely, Town Engineer Josh Martineau, DPW Superintendent Richard Tetreault, and Times Argus Reporter Eric Blaisdell.

**CALL TO ORDER** – The meeting was called to order at 6:43 p.m.

**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:*

1. Add an Item 9 – Public Hearing and renumber the remaining consecutive items.

### MINUTES

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the Selectboard meeting minutes of September 22, 2020 with minor spelling and grammatical corrections and some changes to clarify the Thunder Road noise discussion.*

### ANNOUNCEMENTS

- ✓ Keep an eye on your postal mail for your Presidential Election ballot. Barre Town residents have started to receive theirs. Be sure to read the directions and do not use felt tip markers on the ballot as they bleed through. If you have not received your ballot by October 8<sup>th</sup>, call the Town Clerk's Office at 802-479-9391 or email [wmoore@barretown.org](mailto:wmoore@barretown.org). For your vote to count it must be returned to by the close of polls (7:00 p.m.) on November 3, 2020. To be sure it is received in time, use the drop box at the Town Offices at 149 Websterville Road especially if you have not mailed it by the last week of October. The Town Clerk also reminded residents if they do make an error in marking their ballot to call the Office as soon as possible to arrange for a replacement ballot.
- ✓ The Lawn Waste Site on Holden Road has only been open Saturdays from 8:00 a.m. to Noon this year due to COVID-19. With leaf raking season coming, you will be happy to hear the site will be

Selectboard Minutes of September 29, 2020 Continued:

open additional hours during October – every Saturday 8:00 a.m. – 4:00 p.m.; every Sunday Noon to 4:00 p.m., and every Wednesday 3:00 p.m. – 6:00 p.m.

- ✓ Those of you who bring your trash and recycling to the Wilson Depot Solid Waste Transfer Station in the Wilson Industrial Park, please note the current operator will be leaving the site after October 31, 2020. The Town is seeking another operator for the Transfer Station. However, in case a replacement is not ready immediately after October 31<sup>st</sup>, please be prepared to use another Transfer Station. The Town will provide updates on the Wilson Depot at the regular Selectboard meetings, the Town website ([www.barretown.org](http://www.barretown.org)), and Front Porch Forum. You can also call the Town Manager’s Office at 802-479-9331.
- ✓ Jack Mitchell reminded residents it is that time of year again, days are getting shorter which means it is darker earlier. Drivers be on the lookout for pedestrian walkers/bikers and walkers/bikers be sure to wear reflective clothing/vest and/or carry a flashlight.

**GUESTS - None**

**FEE REQUEST FOR DISC GOLF COURSE USE**

Background: The Quarries Disc Golf Course, located in the Town Forest, was proposed, developed, and fundraised for by volunteers. It is also maintained by volunteers by an Agreement between Selectboard, Recreation Board, and the Organizers. Organizers have requested Town financial assistance. As a result the Recreation Board voted in July 2020 to approve a fee of \$50 per tournament day to be used for the golf course maintenance. However, the Selectboard needs to approve fees.

The Selectboard is being asked to approve the fee with the understanding the Recreation Board, as is the case with all fundraisers and non-profits, may waive the fee(s). Meanwhile an “iron ranger” (theft-resistant donation box constructed by the DPW Shop and installed near tee #1 in June) collected \$100 in its first month. Since then the Recreation Board has been suggesting organizations ask their tournament participants to donate. They have been happy to do so thus far.

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to authorize a fee of \$50.00 per tournament or other organized event day, at the discretion of the Recreation Board for the use of the Quarries Disc Golf Course.*

**REPLACEMENT/REMOVAL OF SOFTBALL FIELD POLES**

Background: Barre Town has a phased plan for the replacement of the softball field lights at the Recreation Field (located next to the school). The plan had progressed with the lights being purchased when discussion arose regarding the health of the poles holding the lights. Further inspection noted there were eight (8) poles that did not pass inspection of which six have already been cut down. The two remaining poles are on the softball field and are still in use so the Town has been exploring options with GMP and Riggs Distler (recommended by GMP). After a discussion about the extent of the pole decay, the two companies were no longer willing to propose bracing nor cutting them shorter and remounting lights.

To replace the two poles, GMP quoted \$14,000 for overtime weekend work, and Riggs Distler quoted \$10,600 and stated they also would attach the new lights. At this time, the exact time the lights will arrive is unknown, but the hope is before the pole work has to be completed this fall. The pole replacement must happen this calendar year as the ground will be too soft in the spring and the field will be in use until next fall. The expense is not budgeted.

*On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to award the replacement of two (2) softball light poles and their lights to Riggs Distler for an amount not to exceed \$10,600.00.*

**PUBLIC HEARING (2<sup>ND</sup> READING)**

**BLAKE & MATHIEU DRIVES – SETTING SPEED LIMIT & ADDING STOP SIGNS**

Background: The first reading (introduction) of this ordinance amendment took place on September 15, 2020. This amendment was prompted by the provisional acceptance of Blake and Mathieu Drives. As part of the process a Public Hearing notice is to be published in the newspaper and 5 public places. The posting was overlooked. To set things right, the Public Hearing will be held tonight. The plan will be to continue the Public Hearing to October 13, 2020. The ordinance amendment would be adopted at the October 20, 2020 Selectboard meeting.

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to open a Public Hearing at 7:03 p.m. to take comment on the proposed Blake and Mathieu Drive speed/stop ordinance amendment.*

Selectboard Minutes of September 29, 2020 Continued:

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to read by title only the ordinance amendment; said title was read as follows by the Chair: "An Ordinance of the Town of Barre, Vermont, Amending Chapter 7, Section 7-44 (b) (Stop Signs) and Section 7-61 (c) (Speed Limits) of Barre Town Code of Ordinances."*

There were no public comments

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to continue the Public Hearing for An Ordinance of the Town of Barre, Vermont, Amending Chapter 7, Section 7-44 (b) (Stop Signs) and Section 7-61 (c) (Speed Limits) of Barre Town Code of Ordinances" to October 13, 2020.*

#### **PUBLIC WORKS OFFICES – REPLACE THE HEATING AND COOLING SYSTEM**

Background: The Building Plan this year includes \$12,400 to replace the very old furnace (33 years old) and failing air conditioning system for the DPW Shop offices. After consulting with Efficiency Vermont, the Assistant Town Manager called four contractors for proposals. Two were interested but never provided quotes. Selectboard members were provided with information on types of systems (one with a 96% efficiency system and one with an 80% efficiency) as requested within the proposal request.

Board discussion noted the space being cooled/heated was 11,814 cubic feet, the cost difference between the conventional system (80% efficiency) and hybrid conventional furnace with multi-vent heat pump (96% efficiency).

*On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to award the contract for replacing the furnace and air conditioning system with a 96% efficiency system (York) at the shop offices to Vermont Mechanical at their bid price of \$17,087.00*

#### **DEVELOPMENT REVIEW BOARD – APPOINT ALTERNATE**

Background: There is currently one vacant alternate seat on the Development Review Board. Appointment is for a one-year term which will expire May 31, 2021. Mike Gilbar is requesting to be appointed. He currently serves on the Planning Commission.

Selectboard discussion focused on the fact there would be no conflict of interest serving on two Boards, Mike's past experience with the Town, and no need for an appointment.

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to appoint Mike Gilbar as an alternate to the Barre Town Development Review Board to fill the vacant seat whose term will expire May 31, 2021.*

#### **COMMUNITY BANK CORPORATE AUTHORIZATION RESOLUTION – CEMETERY FUND**

Background: Recently the online banking system with Community Bank (formerly Merchants Bank) was upgraded. After the upgrade it was noted some of the Cemetery Fund accounts were no longer accessible online. Further research indicated that in 2017 when the Assistant Treasurer Deb Lefebvre was added a signed Corporate Authorization Resolution was not completed for the Cemetery Fund. The Cemetery Fund has a different EIN than the Town, thus the need for a Corporate Authorization Resolution. It was verified that all signatory cards for the bank accounts (both funds) are on file. The Selectboard is being asked to adopt and sign the Resolution.

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to adopt the Community Bank Corporate Authorization Resolution for the Cemetery Fund and to authorize the Selectboard Chair to sign the document.*

Discussion focused on the Cemetery Commission history (use to be a separate entity until Town takeover) and the EIN was never combined with the Town. This may be something for the new Finance Director to investigate.

#### **ACCOUNTS PAYABLE WARRANT**

*On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted to approve the accounts payable warrants dated September 29, 2020. Bob Nelson abstained due to an employer conflict.*

#### **MISCELLANEOUS - None**

#### **'ROUND TABLE**

Assistant Manager Wang stated the Recreation Board will have the Allen Street property on their October meeting agenda.

Selectboard Minutes of September 29, 2020 Continued:

Norma Malone stated that during the PILOT session the EMS Director strongly encouraged everyone to get the flu vaccination this year. She wants the public to hear the message.

Bob Nelson thanked the Manager for providing information regarding the East Barre Fire Station generator. A dead battery was creating the odor. Caterpillar also recommended attaching a battery tender which will provide a trickle charge keeping the battery charged within a specified range. The cost is around \$60 and DPW is buying the device.

Jack Mitchell inquired on the audits. Rogers noted the FY 19-20 audit will begin November 16<sup>th</sup>, but no engagement letter has been received yet. The requested information for the FY 18-19 and Fire District audits has been provided. The status of these two are unclear. Chair White will contact the firm to get an update.

Paul White inquired how the new traffic plan was working at the school. Manager Rogers stated it is working very well. There were no backups onto Websterville Road the past couple of days.

Bob Nelson inquired if the stats were available for the Bulk Trash event. Rogers noted based on the stat sheets this was a very average fall collection. However, the Cemetery Commission, which was the volunteer group receiving donations collected \$656.00, the highest donation amount since 2002 (when records started being collected).

**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 Norma Malone, the Selectboard voted unanimously to go into executive session at 7:35 p.m. for contracts and real estate.*

*On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to come out of executive session at 9:25 p.m.*

**ADJOURN**

*On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to adjourn at 9:25 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