

BARRE TOWN SELECTBOARD MEETING AGENDA
June 8, 2021

- P.I.L.O.T – Police K-9 demonstration. 6:00 p.m.
1. Call to order. 6:30 p.m.
 2. Pledge of Allegiance.
 3. Consider approving agenda.
 4. Consider approving June 1, 2021 meeting minutes.
 5. Announcements.
 6. Receive guests (by phone) for non-agenda items.
 7. Interview residents for positions on: a) Planning Commission, b) Recreation Board, and c) Regional Transportation Advisory Committee.
 8. Consider appointments to Boards and Commissions.
 9. Consider approving special event permit for Rockfire.
 10. Discussion with C.V. Solid Waste Management District regarding the household hazardous waste facility.
 11. Consider appointing Town Treasurer.
 12. Consider approving bank corporate resolutions.
 13. Consider adopting policies for: a) EMS Payment Arrangements; and b) EMS Debt Collection.
 14. Consider selecting a collection agency for EMS debt.
 15. COVID-19 update, if needed.
 16. Consider approving weekly accounts payable warrants for June 8, 2021.
 17. Miscellaneous, including licenses and permits, if any.
 18. ‘Round table.
 19. Executive session: real estate and personnel.
 20. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
June 8, 2021

The duly warned meeting of June 8, 2021 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, W. John “Jack” Mitchell, Bob Nelson, Paul White and Justin Bolduc.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang, Town Clerk Tina Lunt, Times Argus Reporter Eric Blaisdel, Phil Kerin, Tyler Morse, Terry Reil, Pierre Couture, Fred Thumm, Lisa Liotta, Brenna Toman and Sylvia Relation. Attendance by phone: Stephanie Magnan.

CALL TO ORDER - The meeting was called to order at 6:36 p.m.

Selectboard Minutes of June 8, 2021 Continued:

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 unanimously to approve the amended meeting agenda as follows:

1. *Add an additional interview to item #7.*
2. *Add to item #17 authorize sale of 2017 Ford Explorer police car.*

MINUTES

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to approve the Selectboard meeting minutes of June 1, 2021 with minor spelling and grammatical correction.

ANNOUNCEMENTS

- ✓ Vermont Renters! Need help paying past due utility bills because of COVID-19? The Department of Public Service can help eligible Vermont residential renters. You do not need to be late on your rent to apply. Find out more at <https://publicservice.vermont.gov/>
- ✓ The Town will host a free logging workshop on Saturday, June 19th. At 9am, meet on the Capital Quarry Road. The walk will be about 1 ½ miles.
- ✓ Please consider giving some time to Town service. The Town is in need of a Deputy Health Officer, two Development Review Board alternates, and a Housing Advisory Committee member. For more information, contact the Town Manager's office at 479-9331.
- ✓ The Barre Unified Union School District Budget Revote will be held on Wednesday, June 9 at the Barre Town Middle and Elementary School from 7:00 am to 7:00 pm.
- ✓ Attention tennis players! If you are an intermediate player who would like to improve your skills, consider tennis lessons with the Town, Tuesday through Friday the last two weeks of July, 5:30 pm to 7:00 pm. The instructor is U32 girl's tennis coach. Lessons are \$45 for one week and \$60 for two weeks.
- ✓ A Town permit is needed for any fireworks display. The application must be submitted 15 days prior to the display. The permit application form is available on the Town website or by calling the Town Clerk's Office at 479-9391. Information about permits issued is posted on the Town website right on the homepage.

GUESTS – None

INTERVIEWS

Background: On May 25, the Board voted to interview residents who were interested in serving on the Town’s Boards, Commissions and Committees.

The following individuals were interviewed by the Board: Phil Kerin, Tyler Morse, Terry Reil and Stephanie Magnan.

The Board held individual interviews with each of the residents who were interested in serving on the Town Boards, Commissions and Committees. The candidates shared their connection to Barre Town and their background that relates to the specific Board/Commission/Committee they are looking to serve on. Board members asked questions as they pertained to each individual and or Board/Commission/Committee.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to appoint Terry Reil to the Planning Commission for a 4-year term to expire on May 31, 2025.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to appoint Tyler Morse to the Recreation Board for a 3-year term to expire on May 31, 2024.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to appoint Stephanie Magnon to the CVRPC Transportation Advisory Committee for a 1-year term to expire on May 31, 2022.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to reappoint Sebastian Arduengo as alternate on the CVRPC Transportation Advisory Committee for a 1-year term to expire on May 31, 2022.

ROCKFIRE

Background: Rockfire is back after being shelved last year due to COVID. The event dates are June 25 and 26. On Friday night there will be small campfires along a granite industry heritage walk that mostly is on the north side of Littlejohn Road. The guests will cross Littlejohn Road to finish the walk and then re-cross to return to the lodge. People will be stationed at the campfires to re-enact key events in the granite industry history. On Saturday night there will be 1 or 2 food trucks at the lodge. Musicians will perform on the

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main stage starting at 6:00 pm. The Iron Guild will be back for its unique display. The route on the Grand Lookout and back is the same. There will not be any sky lanterns.

The Fire Department will have a crew available to help extinguish the large fires on Grand Lookout. The Rec Board has approved the event in the Town Forest with certain conditions.

Pierre Couture joined the Board in discussion to share details about the upcoming event. Pierre shared that he would like to do a single fire work to light the sky. He added he would also like to include additional small firework displays at some of the campfire locations, as there will be no campfires this year, due to the lack of JROTC's time commitment in being able to help assist with the event. Board Chair Paul White noted that Pierre will need to submit a fire work permit for this to take place.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to authorize the Town Clerk to issue a Special Event Permit for the Rock Fire event to be held on June 25 and June 26, 2021 with the following conditions: a) The organizers notify the Clarks no less than 2 weeks prior to the event and give the Clark family a pass or permit that will get them through the road blocks; b) sky lanterns are not permitted; c) all luminaries are to be removed before Saturday July 3, 2021; d) all ashes, charred wood and unused firewood to be removed from the campfire areas; e) the \$500 deposit be waived, and f) the organizers provide the Town a certificate of insurance naming the Town as an additional insured. f) the organizers obtain a fireworks permit.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to close Littlejohn Road between Sabetto Street and Waterman Street on Friday, June 25 at 6:00 p.m. to Midnight and on Saturday, June 26 from 5:30 p.m. to Midnight per Title 23, Section 1010 of the Vermont State Statutes.

CENTRAL VERMONT SOLID WASTE DISTRICT

Background: The C.V. Solid Waste Management District (CVSWMD) is planning to build a Household Hazardous Waste (HHW) Facility. They are interested in locating the facility at the Wilson Industrial Park. District officials are looking to discuss the next step in the process and to review the draft Host Agreement.

Lisa Liotta (General Manager), Breanna Toman (Operations Manager), and Board Chair Fred Thumm joined the Board for discussion.

General Manager Lisa Liotta from Central Vermont Solid Waste Management District (CVSWMD) led the discussion by thanking Town Manager Carl Rogers for his support and

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responsiveness. She noted that a Household Hazardous Waste (HHW) facility is a critical need for Central Vermont. She shared that in 2020 Vermont's Department of Environmental Conservation (DEC) awarded CVSWMD \$500,000 for facility construction and in April of 2021 they awarded an additional \$156,100. CVSWMD is looking to start construction of the facility in 2022. They have an approved price of purchase of \$250,000 with up to 10 acres including a Host Town Agreement requirement. Lisa voiced that CVSWMD is seeking to come to an agreement with the Barre Town Selectboard in hopes to acquire the parcel by October 2021.

The Board and CVSWMD had multiple discussions around the construction and future of the facility. Board members shared their concerns around the size of the facility, amount of traffic, hours of operation, HHW materials, and more. CVSWMD district officials responded to some of these concerns with the Board.

Sylvia Relation was present. Sylvia's property would neighbor the parcel that CVSWMD is seeking to purchase for the construction of the facility.

Chair Paul White closed by stating that the Board would need to have a formal discussion to discuss this matter further in terms of the process, purchase offer and the Host Town Agreement.

TOWN TREASURER

Background: Jennifer Allard, Town Treasurer has not yet been appointed by the Selectboard. The Selectboard should consider adopting a motion to appoint Jennifer Allard as Town Treasurer with a retroactive date of May 26, 2021.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to appoint Jennifer Allard as Town Treasurer retroactive to May 26, 2021.

BANK RESOLUTIONS

Background: Documents from 4 financial institutions are being presented to facilitate designation of Jennifer Allard, Town Treasurer and Town Clerk Tina Lunt as Assistant Town Treasurer as signers of bank documents.

Please note there are still two (2) financial institutions that have not provided their documentation for the changing of signers: Edward Jones and Community National Bank. The documentation for these changes will be on the June 15, 2021, meeting agenda.

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On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to adopt the People’s United Bank, “Business Deposit Account Certified Resolution” document and the “Businesscard Resolution Form for the Town of Barre”, both dated June 8, 2021, which authorize Jennifer Allard (Treasurer) and Tina Lunt (as Assistant Treasurer) Clerk) to be the authorized signers for the Barre Town, Vermont cash accounts; and to further authorize the Selectboard Chair Paul White and the authorized signers to execute said financial documents.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to adopt the Community Bank NA, “Corporate Authorization Resolution”, dated June 8, 2021, which authorize Jennifer Allard (Treasurer) and Tina Lunt (as Assistant Treasurer) to be the authorized signers for the Barre Town, Vermont cash accounts; to affirm three (3) “Commercial Customer Certification Regarding Internet Gambling” documents (for the Barre Town Cemetery Fund),” and to further authorize the Selectboard Chair Paul White and the authorized signers to execute said financial documents.

On a motion by Justin Bolduc, seconded by Norma Malone, the Selectboard voted unanimously to adopt the Mascoma Bank “Town/Municipality/School District Authority to Open Deposit Account”, dated June 8, 2021, which authorize Jennifer Allard (Treasurer) and Tina Lunt (as Assistant Treasurer) to be the authorized signers for the Barre Town, Vermont cash account; and to further authorize the Selectboard Clerk of the Board, Tina Lunt to execute said document.

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to adopt the TD Bank, “Government Entity Certificate of Resolution” documents, dated June 8, 2021; which authorize Jennifer Allard (Treasurer) and Tina Lunt (as Assistant Treasurer) to be the authorized signers for the Barre Town, Vermont cash accounts; and to further authorize the Selectboard Chair Paul White and the authorized signers to execute said financial documents.

EMS BILLING POLICIES

Background: During Chris and Katelyn’s PILOT presentation on May 25, 2021 it was noted several policies should be adopted. These policies are intended to address those needs.

The Payment Arrangement Policy provides a structure for EMS Billing to use in entering into a payment plan agreement with the patient. The Policy includes a Payment Arrangement Form the patient (responsible party) will sign.

The EMS Debt Collection Policy describes the steps that must be followed before an account is turned over to a collection agency. It also describes what will happen after the

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account is in the collection agency's hands and what happens if the agency is unable to collect the full amount due before the statute of limitations (6 years from date of service).

Town Manager Carl Rogers shared new versions of the EMS Payment Arrangements Policy and EMS Debt Collection Policy after Town Attorney Mike Monte was able to review.

Norma Malone suggested that the EMS Payment Arrangement Policy be reworded to be called the "Billing and Collection Policy". She added that there is unnecessary language used throughout the policy that needs to be reviewed. She will pass on her suggestions.

COLLECTION AGENCY FOR EMS

Background: If the EMS Debt Collection Policy is adopted a collection agency is needed. Finance Director Katelyn Kran and EMS Director Chris LaMonda recommend First Financial Services.

Discussion continued from the EMS Payment Arrangement Policy discussions. The Board agreed that there are inconsistencies within the two policies that need to be reviewed. It was also noted that there needs to be a discussion around when these policies would take effect. Norma Malone asked that the new system be considered a PILOT project and be reevaluated after a given amount of time to see if it is making a difference.

No motions were made, due to the fact that further discussion and revisions are necessary.

COVID-19 REPORT - NONE

ACCOUNTS PAYABLE WARRANT

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the accounts payable warrants dated June 8, 2021.

MISCELLANEOUS

Town Manager Carl Rogers asked the Board to authorize the sale of the 2017 Ford Explorer police car.

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On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to authorize the sale of the 2017 Ford Explorer to Rosaire Cyr dated Friday, June 18, 2021.

‘ROUND TABLE

Norma shared that live stream audio is not good. Chair Paul White added that he has been told the same. She inquired about additional microphones to help with the audio. Mike from CVTV shared that he has spares and he should be able to add more to help with the live steam audio.

Jack shared that the generator low test passed on May 20.

EXECUTIVE SESSION

On a motion by Jack Mitchell, seconded by Justin Bolduc, 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 Justin Bolduc, the Selectboard voted unanimously to go into executive session at 8:56 p.m. for real estate and contract.

It is noted that Jack Mitchell left executive session at 9:47p.m., due to conflict of interest around discussions.

On a motion by Bob Nelson, seconded by Norma Malone the Selectboard voted unanimously to come out of executive session at 10:18 p.m.

REAL ESTATE

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to authorize the Town Manager to authorize and sign the Purchase-and-Sale Agreement with Crosland Barnes Group.

Jack Mitchell was not in attendance for the vote.

ADJOURN

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to adjourn at 10:18 p.m.

Selectboard Minutes of June 8, 2021 Continued:

Tina Lunt, Town Clerk

Selectboard Chair

Barre Town Selectboard