

BARRE TOWN SELECTBOARD MEETING AGENDA
June 15, 2021

- P.I.L.O.T – Fire Department presentation new tanker truck and other equipment 6:00 p.m.
1. Call to order. 6:30 p.m.
2. Pledge of Allegiance.
3. Consider approving agenda.
4. Consider approving June 8, 2021 meeting minutes.
5. Announcements.
6. Receive guests (by phone) for non-agenda items.
7. Consider adopting policies for **a)** EMS Payment Arrangements; **b)** EMS Debt Collection.
8. Consider selecting a collection agency for EMS bills.
9. Consider approving and authorizing signing Quarry Hill Road Class 2 Roadway grant agreement.
10. Consider setting fiscal year 21-22 water and sewer utility billing rates.
11. Consider rescinding 2021 road line painting contract and awarding a new road line painting contract.
12. Consider approving bank and other financial institution corporate resolutions.
13. Consider authorizing signing Town of Washington’s EMS contract.
14. Consider terminating Wilson Industrial Park lot purchase sale agreement with Saad Development Corp.
15. COVID-19 update, if needed.
16. Consider approving weekly accounts payable warrants for June 15, 2021.
17. Miscellaneous: **a)** fireworks permit for Thunder Road on July 1; **b)** fireworks permit for Amy and Mike McGinley on July 4; **c)** other licenses and permits, if any.
18. ‘Round table.
19. Executive session: personnel, real estate and contracts.
20. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
June 15, 2021

The duly warned meeting of June 15, 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 and Town Clerk Tina Lunt. Those attending by phone: Finance Director Katelyn Kran and Sue Paxman.

CALL TO ORDER - The meeting was called to order at 6:34 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 Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to approve the meeting agenda as presented.

MINUTES

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the Selectboard meeting minutes of June 8, 2021 with minor spelling and grammatical corrections.

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. Independent and contracted Foresters will present. Selectboard members and staff are attending.
- ✓ 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.
- ✓ Do you enjoy working outdoors and need some summer work? The Town needs three more Public Works summer helpers. The base wage is \$12.75 an hour with the opportunity to earn up to \$14 an hour for good attendance. Most of the crew is working four, ten-hour days, so you would have three day weekends every week. For the application, call 479-9331 or visit barretown.org

GUESTS – None

POLICIES

Background: The EMS Payment Arrangement Policy and the EMS Debt Collection Policy were reviewed at the last Selectboard meeting. These policies have been revised using comments and notes passed along by the Selectboard members.

Selectboard Minutes of June 8, 2021 Continued:

Finance Director Katelyn Kran joined the Board for discussion via telephone. The Board had discussions around mailing of payments and setting a specific due date, as there can be confusion on received by date vs. postmarked date. The conversation concluded that verbiage will be added to Appendix forms to specify a specific date.

Norma Malone suggested getting a written agreement with EMS about our expectations and Katelyn Kran confirmed that a copy of these policies have been shared with EMS.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to adopt the EMS Billing and Collection Policy and the EMS Payment Arrangement Policy with an effective date of July 1, 2021.

COLLECTION AGENCY

Background: Information about two collection agencies doing work for two EMS billing offices was presented at the May 25 and June 8 Selectboard meetings. EMS Director Chris LaMonda and Finance Director Katelyn Kran recommend First Financial Resources.

Board members had a brief conversation noting that we work with First Financial Resources to get a working agreement with them.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to select First Financial Resources to provide collection services for delinquent ambulance bills.

AGENCY OF TRANSPORTATION CLASS 2 ROADWAY GRANT AGREEMENT

Background: Annually the Selectboard picks a road to apply for the Class 2 Roadway Grant. On March 30, 2021, the Board authorized applying for an AOT Class 2 Roadway Program grant for paving Quarry Hill Road. Town Engineer Josh Martineau's application showed an estimated project amount of \$120,967.00. The Class 2 paving grants are 80%/20%. As shown on the State's grant award detail page, the State will grant the Town \$96,773.60.

Town Manager Carl Rogers confirmed that the work would be done in July of 2021. He received the contractors post-paving schedule, and they will start the week of July 12 with completion by the end of July.

On a motion by Norma Malone, second by Bob Nelson, the Selectboard voted unanimously to authorize the Town Manager to sign the Quarry Hill Road Class 2 Road Paving Grant Agreement, agreement #P01964.

21-22 WATER AND SEWER UTILITY BILLING RATES

Background: The 2021-2022 Water Fund budget proposal included raising the water consumption charge 4%, from \$7.10 to \$7.38 and raising the quarterly base charge from \$62 to \$65. The Websterville special assessment fee would remain the same at \$156 per year. The Budget Committee did not make any changes to the proposed Water Fund budget or to the rates.

The Sewer Fund budget proposal included raising the per unit base rate from \$316 per year to \$330 per year. The B.O.D. charge of \$.38 per pound would not be changed. The Committee did not recommend any changes to these sewer rates.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to set the Fiscal Year 2021-2022 water fees at \$7.38 per unit (100 cubic feet) of water consumed, \$65 per quarter base charge and former Websterville Fire District customers special assessment at \$156 per year.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to set the Fiscal Year 2021-2022 sewer fees at \$330 per year per equivalent unit, and \$.38 per pound for B.O.D.

ROAD LINE PAINTING CONTRACT

Background: On May 18, 2021 bids were open for road line painting. The bids were identical. The Board awarded the contract to Freshcoat Asphalt on May 18. Since then, Freshcoat Asphalt has experienced a major equipment problem and has backed out of the contract. Town Engineer Josh Martineau has contacted one of the other bidders, L&D and they will paint the lines. Town Manager contacted Poirier Guidelines however, they are unable to do the work now, as they cannot get enough paint to work regularly.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to rescind the 2021 road line painting contract awarded to Freshcoat Asphalt on May 18, 2021.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to award the spring 2021 road line painting contract to L&D Safety Marking based on their per unit price bid submitted on May 18, 2021.

BANK RESOLUTIONS

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

Selectboard Minutes of June 8, 2021 Continued:

Treasurer as signers of bank documents. These documents are replacing Interim Treasurer Donna Kelty and Assistant Town Clerk Wendy Moore.

The Board discussed the multiple bank accounts that the Town holds. There were questions and concerns if it is necessary to have all the various accounts. Town Manager Carl Rogers noted that he will talk with Treasurer Jennifer Allard and have her look into the possibility of eliminating some of the accounts for efficiency purposes.

On a motion by Jack Mitchell, second by Justin Bolduc, the Selectboard voted unanimously to adopt the Community Bank NA, "Corporate Authorization Resolution", dated June 15, 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 seven (7) "Commercial Customer Certification Regarding Internet Gambling" documents (for all Barre Town cash accounts not associated with the 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, second by Bob Nelson, the Selectboard voted unanimously to adopt the Community National Bank, "Resolution of Lodge, Association or Other Similar Organization", dated June 15, 2021 (original and one copy), 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.

On a motion by Bob Nelson, second by Norma Malone, the Selectboard voted unanimously to adopt the "Edward Jones Corporate Resolution Certification Form", dated June 15, 2021, which authorize Jennifer Allard (Treasurer) and Tina Lunt (as Assistant Treasurer) to be the authorized signers for the Barre Town Cemetery investments; and to further authorize the Selectboard Chair Paul White and the authorized signers to execute said financial documents.

On a motion by Norma Malone, second by Bob Nelson, the Selectboard voted unanimously to adopt the "Edward Jones Corporate Resolution Certification Form", dated June 15, 2021, which authorize Jennifer Allard (Treasurer) and Tina Lunt (as Assistant Treasurer) to be the authorized signers for the Barre Town Sewer Improvement Fund investments; and to further authorize the Selectboard Chair Paul White and the authorized signers to execute said financial documents.

TOWN OF WASHINGTON EMS CONTRACT

Background: Last month the Town sent out 3-year EMS contracts to the customer towns (except Berlin which already executed its contract). The contracts, like Berlin's are

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nearly identical to the contracted expiring June 30, 2021. Washington is the first town to return its signed contract.

Norma Malone noted a minor change she would like to see on the next year contracts. She added that at the signature lines there should also be a line for the individuals to print their name.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to authorize the Town Manager to sign the 3-year contract, effective July 1, 2021, with the Town of Washington.

SAAD DEVELOPMENT CORPORATION PURCHASE-SALE AGREEMENT

Background: On November 24, 2020, the Board authorized a purchase-sale agreement with Saad Development Corp. The agreement was for a 2.6-acre lot in the Wilson Industrial Park. Recently, Saad learned it did not win the contract to provide several small distribution buildings for a prospective client. Per the purchase-sale agreement Saad exercised its right to terminate the agreement.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to terminate the purchase-sale agreement dated November 24, 2020 with Saad Development Corp.

COVID-19 REPORT

Town Manager Carl Rogers shared the following updates.

- Governor Phil Scott has lifted the State's emergency order.
- Next week's agenda will include authorizing a representative for the ARPA funds.
- Barre Town will be getting \$808,000 and we will be learning how that can be used.
- Mask required signs on the Town office doors were taken down. Staff is exercising what they feel is comfortable as far as mask wearing.
- Rec crew will stop washing tables at the Picnic Shelter and they will start allowing more than 1 reservation a day.

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The Board decided that they will drop the “receive guests by phone” from the agenda but still make remote access available by telephone for guests. They also agreed that the Selectboard room would be set back to normal setup as of July 1.

ACCOUNTS PAYABLE WARRANT

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted to approve the accounts payable warrants dated June 8, 2021. Bob Nelson abstained from the vote due to conflict.

Board members had several questions that included clarifications on refunds being sent out.

MISCELLANEOUS

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to approve a fireworks display permit for Thunder Road International Speedbowl, 80 Fisher Road on July 1, 2021 ceasing by 11:00 p.m.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to approve a fireworks display permit with the standard conditions for Mike and Amy McGinley, 12 Rock Garden Lane on July 4, 2021 with a rain date of July 3, 2021 ceasing by 11:00 p.m.

‘ROUND TABLE

Justin Bolduc shared that he believes the Selectboard should be looking to Town Attorney Mike Monte for his opinion on the Vermont Supreme Courts decision around fireworks.

Norma Malone asked about the schedule for roadside mowing. Chair Paul White and Carl Rogers were both able to confirm that this is typically done the end of June. Norma also inquired about the gravel road chloride application.

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.

Selectboard Minutes of June 8, 2021 Continued:

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to go into executive session at 7:42 p.m. for personnel, real estate and contracts.

It is noted that Jack Mitchell excused himself for the remainder of the meeting, as he was not feeling well.

On a motion by Bob Nelson, seconded by Justin Bolduc the Selectboard voted unanimously to come out of executive session at 9:19 p.m.

ADJOURN

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to adjourn at 9:19 p.m.

Tina Lunt, Town Clerk

Selectboard Chair

Barre Town Selectboard