

BARRE TOWN SELECTBOARD MEETING AGENDA

June 22, 2021

- P.I.L.O.T – Quarterly Dept. Head Visit: Fire Chief and Planning & Zoning Director 6:00 p.m.
1. Call to order. 6:30 p.m.
2. Pledge of Allegiance.
 3. Consider approving agenda.
 4. Consider approving June 15, 2021 meeting minutes.
 5. Announcements.
 6. Receive guests for non-agenda items.
 7. Consider adopting Resolution No. 8-21 honoring Donna J. Kelty upon her retirement.
 8. Consider approving and submitting a request for an extension to lodge the Grand List.
 9. Consider authorizing contract for a new boiler in the East Barre Fire Station.
 10. Consider approving a new Memorandum of Understanding for the Phoenix House.
 11. Consider authorizing an application for a boundary line adjustment with the St. Sylvester Church.
 12. Consider authorizing signing new 3-year ambulance service contract with **a)** Topsham; **b)** Brookfield.
 13. Consider approving letter of intent for the Municipal Roads Grants-in-Aid (stormwater) grant.
 14. Consider issuing the 2021 unlicensed dog warrant to the police department.
 15. COVID-19 update, if needed.
 16. Consider approving weekly accounts payable warrants for June 22, 2021.
 17. Miscellaneous: **a)** Consider approving Jockey Hollow Deli and Catering’s request to cater malt, vinous and spirituous liquors at Thunder Road on 16 dates from July 1 to October 30, 2021; **b)** Consider approving fireworks permits: **1)** Andrew Woodhams on July 3. **2)** Cedric Sanborn on July 4 **3)** Brian Griffin on July 4 **4)** Bradley Lawson on July 4 **5)** Robert Harvey on July 4 **6)** Rockfire on June 26 **c)** other licenses and permits, if any.
 18. Round table.
 19. Executive session: personnel and real estate.
 20. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

June 22, 2021

The duly warned meeting of June 22, 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, Harry Hinrichsen, Linda Mercy, Topper McFaun, Chip Castle, Rob LaClair, Richard Kelty, Paul Malone, Deb Lefebvre, Joyce Beaudoin, Diane Waters, Cedric Sanborn, Mike Gilbar, Wendy Moore, Katelyn Kran, Times Argus Reporter Eric Blaisdell, Donna Kelty, Alice Bartlett, Barbara Graham, Mike Martel, Jeff Blow, Jennifer Kelty and daughter Myah Brown, Wendell Rose, Jonie Rose, Lois Kelty, Russ Kelty, Kim Kelty, Patrick Kelty, Dan Kelty, Sue Boutin, Gilles Boutin, Lisa Gleason, Larry Gleason, Lee Walther, Sheila Walther, Josh Martineau and Chris LaMonda, Chris Violette, Hugh Down and John Farrell. Those attending by phone: Not identified: 937-631-9199

CALL TO ORDER - The meeting was called to order at 6:28 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 presented.

MINUTES

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the Selectboard meeting minutes of June 15, 2021 with minor spelling and grammatical corrections.

ANNOUNCEMENTS

- ✓ If you care about public health, especially when it comes to rental properties, consider serving the Town as its Deputy Health Officer. Training is provided at no cost, and you would be working with the Town’s experienced Town Health Officer. Or if care about the development and look of the Town, the Selectboard is seeking two alternates to the Development Review Board. For more information on these roles, 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

RESOLUTION NO. 8-21

Background: Donna J. Kelty began working in the Town Clerk-Treasurer’s Office as Assistant Town Clerk on February 1, 1989. On May 10, 2000, she was elected to the first of seven terms as Town Clerk-Treasurer. She will retire on June 30, 2021 after serving thirty-two and one-half years of service to the Town of Barre. The Selectboard is recognizing her retirement with a resolution and presentation.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to adopt Resolution 8-21, “A Resolution of the Town of Barre, Vermont in Appreciation of Donna J. Kelty’s 32 ½ Years of Service.”

Jack Mitchell read the resolution for those present. Chair Paul White read comments from Bev Lawson, Dawn Farnham and Robert Edwards. Staff attending the meeting in person thanked Donna for her dedication, wealth of knowledge, ethical ways, and willingness to always help.

Representative Topper McFaun presented and read House Concurrent Resolution H.C.R. 29, offered by State Representatives McFaun and LaClair.

Mrs. Kelty thanked everyone and voiced her appreciation. She added although she has enjoyed her time with the Town it is now her time to move on. She added that she was very fortunate to work with great staff during her years that always supported her.

TOWN OF BARRE, VERMONT

RESOLUTION NO. 8 - 21

**A RESOLUTION OF THE TOWN OF BARRE, VERMONT
IN APPRECIATION OF DONNA J. KELTY AS SHE RETIRES AFTER THIRTY-TWO PLUS YEARS
OF FULL-TIME SERVICE.**

WHEREAS, Donna Kelty was appointed Assistant Town Clerk on February 1, 1989, was elected to the first of seven terms as Town Clerk-Treasurer on May 10, 2000, and has worked full-time training new staff from May 12, 2021 to June 30, 2021; and

WHEREAS, Donna Kelty served Barre Town with distinction, streamlining processes; improving services by keeping the office open during the noon hour and offering dog licenses by mail; being a team-player with other departments to solve problems and provide public services; and

WHEREAS, Donna Kelty presided over seventy-three local, state and national elections and implemented several significant election procedure changes, to wit: contributing to a statewide voter checklist, voting by mail, providing accessible voting systems for the blind and visually impaired, and mailing early ballots automatically when a re-vote was needed; and

WHEREAS, Donna Kelty developed procedures for and conducted ground-breaking elections such as: on January 31, 2017 administering what might have been Vermont's first same day voter registration election, on June 2, 2020 conducting a drive through election that perhaps was a first in Vermont, and, in 2011, when it was first authorized, welcoming teen-agers to work at elections; and

WHEREAS, Donna Kelty was voted best Town Clerk at least six times by Times-Argus readers; and

WHEREAS, Donna Kelty is known statewide for excellent procedures and is consulted regularly by the Secretary of State's Elections Division, by new and experienced clerk-treasurers, and her peers recognized her outstanding work by naming her the 2011 Clerk of the Year and Treasurer of the Year; and

WHEREAS, Donna Kelty steered the Town through significant changes and improvements in recording, preserving and offering land and vital records, strictly managing records in compliance with Vermont records retention regulations, and overseeing the retrofit of both vaults to increase capacity; and

WHEREAS, Donna Kelty shepherded changes in Treasurer operations to include: depositing checks electronically, receiving escrow payments automatically, and accepting credit card payments and electronic checks; and

WHEREAS, Donna Kelty was an active member of the Vermont Municipal Clerks' and Treasurers' Association for over twenty years serving on many committees and the executive board helping to bring about legislative changes to improve town clerk-treasurer functions across the state; and

WHEREAS, Donna Kelty served in the US Army Finance Corp for one year and three months and has supported the work of the Barre Flags for Veterans Committee; and

WHEREAS, Donna Kelty's colleagues will miss her experience, depth and breadth of knowledge, energy, kindness, and her cooking; and

WHEREAS, Donna Kelty is retiring after thirty-two years of distinguished, productive and public service-minded dedication to the citizens of Barre Town and that legacy will be long enduring.

NOW, THEREFORE, BE IT RESOLVED that the Town of Barre Selectboard, on behalf of all Town residents, hereby conveys its endless gratitude to Donna J. Kelty on the occasion of her retirement after thirty-two and one-half years of extraordinary service to the Town of Barre with a standing ovation.

RESOLVED at Websterville, Barre Town, Vermont this 22nd day of June 2021.

EXTENSION TO GRAND LIST

Background: June 24, 2021 is the last day to lodge the Grand List (a listing of all properties in Town and their valuation). Our Assessor, Russ Beaudoin is requesting more time to finalize the details and informed that Town Manager that we also do not have Resource Technologies Corp's (RTC) report on the assessed value of Rock of Ages yet, as RTC needs more information due to

Selectboard Minutes of June 22, 2021 Continued:

information they just received. This extension should not prevent the tax rate from being set on August 3, as planned.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approved submitting a request for an extension to file the 2021 Grand List and authorize the Chair to sign it.

A note that the request is for a 10-day extension.

CONTRACT FOR BOILER IN THE EAST BARRE FIRE STATION

Background: The East Barre Fire Station has a propane fired hot water heating system. The boiler failed in late winter/early spring. With warming outdoor temperatures, it was decided the station could get buy while the boiler needs were assessed. Fire Chief Chris Violette worked with plumbing and heating contractor John Farrell from Chelsea. Mr. Farrell worked with FW Webb to determine the boiler size (BTU output) needed for the fire station. FW Webb is recommending a 325,000 BTU boiler and provided a quote of \$22,500 including installation which includes re-piping, re-wiring, and re-venting as needed. Installation will take 3-4 days and will be done before the next hearing season.

Fire Chief Chris Violette, Hugh Dow from FW Webb and John Farrell from Farrell's Heating joined the Board for discussion. Mr. Farrell spoke to recommend a commercial cast iron boiler that is sized properly to heat the building. He stated that the current boiler is half the size it needs to be for the size of the building. Mr. Dow recommended a 325,000 BTU boiler and shared literature with the Board members. Chief Violette voiced that he thinks the proposal is detailed and well thought out.

Norma Malone inquired about the amount of purchase. Her concern was that it exceeds the Purchase Policy threshold for going out to bid. Town Manager Carl Rogers shared that the Town is trying to work with someone they have confidence with, although he is aware of the \$10,000 bidding amount. Mr. Dow and Mr. Farrell also confirmed that they can start work within the next couple weeks and have inventory.

The Board agreed that due to difficult times, the supply chain being disrupted and in terms of availability of materials/labor due to the pandemic it is reasonable to move forward with this proposal.

On a motion by Bob Nelson, second by Norma Malone, the Selectboard voted unanimously to award a contract for a new 325,000 BTU propane boiler plus installation, and for a new 40-gallon electric hot water heater to Farrell Heating for \$22,500.

MEMORANDUM OF UNDERSTANDING – PHOENIX HOUSE

Background: The Town is party to a MOU with Phoenix House of New England and the VT Department of Corrections. The MOU is about operations of the Phoenix House at 580 South Barre Road. The Department of Corrections is no longer contracting with the Phoenix House to provide transitional housing for eligible inmates. Therefore, Phoenix House will close the house on June 30, 2021. Town Manager Carl Rogers has talked to representatives for Phoenix House and Department of Corrections and was asked to prepare an amendment to document the house is closing.

Selectboard Minutes of June 22, 2021 Continued:

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to approve a new memorandum of understanding with Phoenix House of New England, Inc. and the Vermont Department of Corrections to document the closing of the Phoenix House.

BOUNDARY LINE ADJUSTMENT

Background: The Diocese is trying to sell the St. Sylvester church and parsonage property. The lot is 1.61 acres. The church's survey pointed out the northerly side lot line runs through the parsonage garage. The Town owns the abutting land as part of the Town Forest. The conservation easement will require Vermont Land Trust's approval. The Trust requested the land swap be equal.

The boundary line adjustment application is submitted to the Development Review Board for approval. The application deadline for the July 14 meeting is June 24.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to authorize the Town Manager to sign and submit a boundary line adjustment application for the Town Forest and the St. Sylvester Parish Charitable Trust per a plan by Chase and Chase showing a .094-acre swap of land.

EMS CONTRACTS

Background: The Town sent out 3-year EMS contracts to the customer towns. Last week Washington was the first to return its signed contract. Topsham and Brookfield have now returned their contracts. The contracts are just like Berlin's and Washington's except the population and resulting dollar amount.

On a motion by Justin Bolduc, second by Bob Nelson, the Selectboard voted unanimously to authorize the Town Manager to sign the July 1, 2021, 3-year EMS contracts with the towns of Brookfield and Topsham.

MUNICIPAL ROADS GRANT-IN-AID

Background: The state offers a stormwater Grant-in-Aid to pay 80% of expenses of documented stormwater work. A municipality might apply for this funding if it has a qualified project. The Town plans to request 80% reimbursement of their usual work associated with road paving. The Town could add any eligible work done in association with a gravel road project too. The Town is looking at using the 2021 grant to reimburse for work done in 2022 (possibly associated gravel road in the fall of 2021).

Barre Town is slated to receive up to \$20,900 however, the Town could receive more or less depending on what other towns use. The letter of intent is due by June 25, 2021.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the Municipal Roads Grant-in-Aid program letter of intent and authorize the Town Manager to sign it.

UNLICENSED DOG WARRANT

Background: Annually the Town Clerk's office, as directed by State law, seeks the Selectboard's authorization to turn the 2021 unlicensed dog list over to the Police Department for action.

Selectboard Minutes of June 22, 2021 Continued:

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to issue the 2021 unlicensed dog warrant to the Police Department and to sign said document.

COVID-19 REPORT

Carl Rogers shared that VLCT sent out an email regarding an update on ARPA funds. He added that the Selectboard will designate an authorized representative for the funds at the July 6 Selectboard meeting.

ACCOUNTS PAYABLE WARRANT

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the accounts payable warrants dated June 22, 2021.

MISCELLANEOUS

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to approve sixteen (16) "Request to Cater Malt, Vinous and Spirituous Liquor Permits for Jockey Hollow Deli & Catering Inc. for the period July 1, 2021 through October 30, 2021, with the same conditions as stated in the April 27 meeting minutes.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to approve five (5) fireworks display permits with the standard conditions for: Andrew Woodhams, 14 Breer Road on July 3, 2021; Cedric Sanborn, 106 Lyman Road on July 4 (rain date September 5); Brian Griffin, 30 Hutchins Circle on July 4 (rain date July 5); Bradley Lawson, 40 Church Hill Road on July 4 (rain date July 5); Robert Harvey, 527 Cummings Road on July 4 (rain date July 5).

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to approve a fireworks display permit for Rockfire at the Grand Lookout Trail on June 26, 2021.

'ROUND TABLE

Norma Malone inquired about the Rec Board meeting minutes. Specifically, about the MTA report and was wondering if anything more was provided. She asked if the Rec Board could be reminded that they provided the Selectboard with a pamphlet of more detailed information last year that was helpful.

Mrs. Malone added that the dog park agreement expires on June 30, 2021. A brief discussion was had around the signatories availability. The Selectboard will be the third signatory.

Mrs. Malone asked the Town Manager about dust control and the finance department quarterly report. Mr. Rogers confirmed that dust control will be completed next week and that the quarterly report will be take place on July 6.

Bob Nelson noted the vandalism on the Rec Board meeting minutes. He asked if we have thought about getting a game camera. Elaine shared that she has looked into this and that it has

Selectboard Minutes of June 22, 2021 Continued:

also been brought up at previous Rec Board meetings. She has also consulted with a security company, as technology seems to be the setback.

Mr. Nelson inquired about the milling and paving being moved up another week. Carl Rogers shared that they wanted to move up the remaining work that needed to be completed.

Justin Bolduc also inquired about surveillance cameras for the vandalism. He noted that there are trail cameras that you can get a cell plan with that have the option to send an email or text. Elaine will investigate this option for the Town.

Jack Mitchell added that we should invest in a security system. He added that the Town just hired two part time police officers and maybe they are willing to help.

Paul White shared that the Town Forest Workshop was Saturday, June 19 was well attended. He added that the Foresters did a fantastic job of explaining everything. He noted his appreciation of the residents that showed up.

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 8:21 p.m. for personnel and real estate.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to come out of executive session at 8:55 p.m.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to authorize a non-union employee's request to donate paid time-off to another employee.

ADJOURN

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to adjourn at 8:57 p.m.

Tina Lunt, Town Clerk

Selectboard Chair

Barre Town Selectboard