

BARRE TOWN SELECTBOARD MEETING AGENDA
August 17, 2021

P.I.L.O.T – Executive session (personnel)

6:00p.m.

1. Call to order. 6:30 p.m.
2. Pledge of Allegiance.
3. Consider approving agenda.
4. Consider approving August 3 meeting minutes.
5. Announcements.
6. Receive guests for non-agenda items.
7. Consider adopting Resolution No. 9-21 in appreciation of Joyce Beaudin’s 37-plus years of service to Barre Town.
8. Consider authorization for turning delinquent ambulance accounts over to the collection agency.
9. Consider awarding contracts: **a)** 6-wheeled dump truck; **b)** air compressor; **c)** tractor-mower; **d)** roll-off container service; **e)** EMS station attic insulation.
10. Consider authorization for Friends of the Winooski River to submit a grant application for the DPW Yard Stormwater project.
11. Report on Selectboard Room digital audio/visual system research.
12. Consider approving weekly accounts payable warrants for August 10 and August 17, 2021.
13. Miscellaneous: **a)** fireworks permit for Scott Lamberti for September 5 at 118 Phelps Road; **b)** other licenses and permits, if any.
14. ‘Round Table
15. Executive session (personnel).
16. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
August 17, 2021

The duly warned meeting of August 17, 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, Paul White and Justin Bolduc and Bob Nelson.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Town Clerk Tina Lunt, Chris LaMonda, Chris Violette, Tina Thurston, Donna Kelty, Diane Waters, Joyce Beaudin, Douglas Farnham, Alice Bartlett and David Delcore

CALL TO ORDER - The meeting was called to order at 6:00 p.m.

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 the 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 6:01 p.m. for personnel.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to come out of executive session at 6:29 p.m.

The Selectboard reconvened at 6:32 p.m.

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

APPROVE THE AGENDA

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to approve the meeting agenda as presented.

MINUTES

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the Selectboard meeting minutes of August 3, 2021 with minor spelling and grammatical corrections.

ANNOUNCEMENTS

- ✓ The Town is still looking for seasonal helpers for public works through the fall. If you like working outside, this is the job for you! Applicants must be 18 years of age or older and have a valid drivers license. Pay is \$12.75 an hour and the schedule is 7:00am to 3:30pm. Tasks include clearing roadside brush, working on road structures, and traffic control at work sites. For an application, call 479-9331 or visit barretown.org.
- ✓ If you've been working on or cleaning up your house or home property, the fall bulk trash collection is coming up Saturday, September 18. Stay tuned for more details in the next newsletter or visit the bulk trash page at barretown.org.

GUESTS

Recreation Board Chair Doug Farnham addressed the Selectboard regarding comments made during the August 3 meeting. Mr. Farnham expressed that the comments were discouraging, noting that the Rec Board expectations and urgency guidelines do not line up. Mr. Farnham gave examples on how the Rec Board has been helping make improvements to the facilities over the years, stressing the importance of maintaining the best possible use of facilities. In closing, Mr. Farnham announced that he and Vice Chair David Rouleau are resigning from their roles. Mr. Farnham noted that they are both willing to serve as interims through the transition process.

Chair Paul White, along with other Selectboard members commented that they do not wish to see Mr. Farnham or Mr. Rouleau leave the Rec Board and that further discussion of this matter is necessary.

Resolution No. 9-21

Background: Joyce Beaudin worked in the Town Clerk's office for seven years before leaving the Town. She was re-hired as the Assessor's Office Administrative Assistant on August 24, 1989. Joyce retired on February 20, 2020. She provided administrative support for the 1997-1998 land only reappraisal and the 2003-2004 town-wide reappraisal. She adapted to numerous changes during the 30 years in the Assessor's Office, including computerization of the property cards and conducting all state business through computer programs.

Jack Mitchell read the resolution for those present. Staff attending the meeting thanked Joyce for her kindness, professionalism, willingness to always help and reflected on how special she was to work with.

Joyce thanked everyone and expressed her appreciation. She added that it was a good thirty-seven years and that she enjoyed her time with the Town.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to adopt Resolution 9-21, "A Resolution of the Town of Barre, Vermont in Appreciation of Joyce Beaudin's 37-plus Years of Service."

DELINQUENT AMBULANCE ACCOUNTS

Background: At the June 15, 2021 Selectboard meeting an ambulance billing procedure was adopted and a collection agency (First Financial Resources) was selected. Effective July 1,

Selectboard Minutes of August 17, 2021 Continued:

2021 the Finance Department is set to send their 30-day letter and turning over new delinquent accounts to First Financial Resources for collections.

Selectboard discussion focused on decisions around how far back they wanted to turn over open invoices for collections. Board consensus was to send a final request form letter for payment to those for the past four fiscal years before turning the delinquent accounts over to First Financial Resources.

A brief discussion took place around attempts on avoiding sending letters to those that have passed away. Board members agreed that those with multiple invoices should receive one envelope to save on postage.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to assign the last four fiscal years to First Financial Resources and send the letters to the collection agency.

AWARDING CONTRACTS

6-Wheeled dump truck: There was \$180,000 budgeted in the FY 21-22 for the complete truck. Bidding specifications were mailed to eight truck dealers. Allegiance Trucks was the low bidder, their truck an International HV 507 meets specifications, including options that were not requested. If the truck is ordered without those optional features the price drops to \$84,696.23. Shop Foreman Mike Martel recommends buying all 3 optional warranties.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to award the FY 21-22 cab and chassis contract to Allegiance Trucks based on their reduced bid of \$84,696.23, and to purchase the 84-month, 100,000-mile unlimited engine warranty for \$4,400, the 60-month unlimited Allison transmission warranty for \$650 and the 7-years unlimited towing coverage for \$2,500.

Air Compressor: In the FY 21-22 there was \$15,000 budgeted for a used compressor. Bidding specifications were mailed to thirteen equipment dealers or equipment rental shops. The specifications allow for a compressor no more than 3-years old with no more than 400 hours. Essex Equipment was the only bid that was received. The bid is for \$13,000 to sell a 2018 Kaeser M50 compressor with 380.6 hours.

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to award the contract to purchase a used air compressor to Essex Equipment at the price of \$13,000 for a 2018 Kaeser M50 compressor.

Selectboard Minutes of August 17, 2021 Continued:

Tractor-Mower: The FY 21-22 Equipment Fund budget includes \$9,000 for a tractor-mower. Two bids were submitted; each for the same John Deere model. The low bidder is Harvest Equipment, final price would be \$9,269.36.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to award the tractor-mower purchase contract to Harvest Equipment for a John Deere X-730, optional brush guard and rear receiver hitch less trade-in allowance for a net total of \$9,269.36.

Roll-offs: The Town's annual Fall bulk trash day is Saturday, September 18. Bidding specifications were mailed to five companies. The Town received one bid from Casella. Their bid is \$222 per ton, \$5 per ton more than last fall.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to award the fall 2021 roll-off service contract to Casella Waste Systems at the price of \$222 per ton.

EMS Attic Insulation: At the August 3 meeting it was shared that the Town received one bid from Energy Smart for \$18,943.76. The Board had asked questions regarding the insulation project. The R value for blown-in insulation is 3.7 per inch. The building has Proper Vent, although if there was any missing that would be included in the price. They did not note any signs of leaks when they did the audit.

A brief discussion took place regarding the quoted amount and plans for the projected insulation work.

Mr. Bolduc shared a conversation he had with a sub-contractor who had suggestions regarding the anticipated project.

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted 3-2 to award the EMS weatherization project to Energy Smart Vermont for \$18,943.76. The motion passed with Norma Malone and Justin Bolduc voting no.

DPW YARD STORMWATER PROJECT

Background: The DPW Yard (129 Websterville Road) is considered to have more than 3-acres of impervious surface, consequently a permitted stormwater treatment practice is needed. The Friends of the Winooski River agreed to help with this project. After preliminary designs the Town selected an alternative with underground treatment chambers so the surface could be used as it is now. The FWR applied for grants the last 2 years, but the applications were not successful. There are two grant opportunities coming up, both offer 100% funding and applications are due September 3.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to authorize the Friends of the Winooski River to apply for the DPW Yard Stormwater practice construction grant from Watersheds United Vermont and from the Mt. Ascutney Regional Planning Commission, if needed.

SELECTBOARD DIGITAL AUDIO/VISUAL SYSTEM

Background: The Board had asked the Town to look into an audio upgrade in the Selectboard Room after experiencing poor quality audio during hybrid meetings during the pandemic. Interest in maintaining accessibility of meetings going forward and reducing time and mileage cost for consultants who need to be present at meetings were also looked at. The FY 22 municipal building budget includes \$15,000 for this project.

Assistant Town Manager Elaine Wang presented audio/visual options for a new AV upgrade for the Selectboard meeting room. Board members shared their wishes and key components for a new AV system.

Chair Paul White noted that poor audio was experienced during hybrid meetings, and that it is important that meetings are accessible for remote access. Board members echoed this stating the importance that call-in or zoom attendees must experience the same quality as if they were physically at a meeting.

Board consensus was to set an unofficial spending limit of \$50,000 for an upgrade to the AV system.

Assistant Town Manager Elaine Wang collected feedback from Board members and will continue narrowing down options available for a new AV system to fit the Town's specific needs.

ACCOUNTS PAYABLE

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted to approve the accounts payable warrants dated August 10, 2021. Bob Nelson abstained.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the accounts payable warrants dated August 17, 2021.

MISCELLANEOUS

For the record the Town Clerk is informing the Selectboard that on August 10, 2021 a Request to Cater Malt, Vinous and/or Spirituous Liquors was approved for JWD Corporation,

Selectboard Minutes of August 17, 2021 Continued:

DBA as Gusto's for an event held at 663 South Barre Road on August 14, 2021 by the Town Clerk. This report is entered into the record as a requirement of the Barre Town Request to Cater Malt, Vinous, and/or Spirituous Liquors Policy adopted by the Selectboard on June 19, 2018.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to approve a fireworks display for Scott Lamberti, 118 Phelps Road on September 5, 2021 with a rain date of September 4 or 6, starting at dusk.

Assistant Town Manager Elaine Wang shared that the https certificate has been applied to the Barre Town website. The website can now be accessed using Microsoft Edge. This also means that any information you send to the website is now encrypted.

‘ROUND TABLE

Norma Malone shared that there seems to be phishing scams going on with emails. Elaine Wang suggested looking at the emails to see who the email is coming from, as often you will see your own name in the “to” field. Justin Bolduc and Tina Lunt shared that they both experienced delays in receiving emails last week.

Bob Nelson thanked everyone for allowing him to miss the August 3 Board meeting to be with his family.

Justin Bolduc shared that he has a new neighbor who has a bucket truck and is going to trim the trees so that the Town does not need to contact Green Mountain Power to take down the light.

Paul White noted that he did not realize that when the Board first met with Jeremy Hansen from CV Fiber that it was a requirement about giving them space.

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 the 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 8:00 p.m. for personnel.

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to come out of executive session at 9:36 p.m.

ADJOURN

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to adjourn at 9:36 p.m.

Tina Lunt, Town Clerk

Selectboard Chair

Barre Town Selectboard