

BARRE TOWN SELECTBOARD MEETING AGENDA
August 31, 2021

P.I.L.O.T – Conversation with Millstone Trails Association 6:00p.m.

1. Call to order. 6:30 p.m.
2. Pledge of Allegiance.
3. Consider approving agenda.
4. Consider approving August 17 and August 20 meeting minutes.
5. Announcements.
6. Receive guests for non-agenda items.
7. Consider request to allow ATV use of Graniteville Road and Drury Hill Road from Church Hill Road to Williamstown line.
8. Discuss plans for finishing Town Forest logging contract.
9. Consider approving consulting forester’s service agreement.
10. Discuss administrative code references to recreation board (park and recreation commission) and its duties.
11. Consider approving Sullivan, Powers & Co. engagement letter.
12. Consider awarding the recreation area stormwater facility construction contract.
13. Consider awarding 2021 gravel crushing contract.
14. Consider re-affirming purchase contract for a used air compressor.
15. Consider approving weekly accounts payable warrants for August 24 and August 31, 2021.
16. Miscellaneous, including licenses and permits, if any.
17. ‘Round table.
18. Executive session (personnel); action expected.
19. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
August 31, 2021

The duly warned meeting of August 31, 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, and Bob Nelson. Attendance by telephone: Justin Bolduc

It is noted that Paul White attended the PILOT session by telephone but arrived at 6:30 p.m. and attend the regular meeting in person.

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Town Clerk Tina Lunt, Diane Solomon, Times Argus Reporter Eric Blaisdell, Carol Hebert, Terry Reil, Greg Parker, Kevin Spaulding, Chris Hunt and Bob Phillips.

CALL TO ORDER

Following a PILOT session with representatives of the Millstone Trails Association at 6:00 p.m., the meeting was called to order at 6:34 p.m.

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

APPROVE THE AGENDA

On a motion by Jack Mitchell, seconded by Bob Nelson, 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 August 17, 2021 and August 20, 2021 with minor spelling and grammatical corrections.

ANNOUNCEMENTS

- ✓ The fall, residential bulk trash collection for Barre Towners is coming up Saturday, September 18. Hours are 8:00a.m. to 2:00p.m. This service is for trash too big to fit into a usual trash bag, and comes from your Barre Town residence, not businesses or rental properties. Examples include demolition material, carpets, furniture, large plastic toys, kiddie pools, and mattresses. Fees range from \$10 to \$25 depending on the vehicle size. Once there, if you are unvaccinated, please wear a mask when talking to anyone staffing the service. Also, note that salvaging is permitted. Reusable items will be placed roadside outside the fence until about 2:00p.m. For more details, see the August Barre Town newsletter coming to your mailbox soon, or visit the bulk trash page at barretown.org.
- ✓ The Town has several vacancies. Full time seasonal Public Works helpers through the fall, a very part time Deputy Health Officer, two Development Review Board Alternates, and a one Housing Advisory Committee member. For details, see the August Barre Town newsletter.
- ✓ Help emergency services get to you by having a house number at your driveway or mailbox post. The Town makes it easy by selling house number signs for \$11. To order yours, contact Tina at 479-9331.

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- ✓ As of now, the Barre Town Rec Board still plans on holding its Fall Festival on Saturday, September 25th, 10:00a.m. to 2:00p.m. Save the date and stay tuned for any COVID-related updates.
- ✓ The 2021-2022 property tax bills have been mailed. The first installment is due September 30. As noted in the yellow insert, the remaining due dates are the same as usual: November 15, February 15, and May 16.
- ✓ Vermont Interfaith Action is organizing a statewide COVID-19 memorial service to be held on Sunday, September 19 at 3:00p.m. on the statehouse lawn. If you lost a loved one, a Vermonter, who died of COVID-19, or would like to take part in the service, contact Debbie Ingram at 651-8889.

GUESTS - NONE

ATV USE OF TOWN ROAD

Background: Mr. Greg Parker resides at the corner of Church Hill Road and Graniteville Road. He is requesting permission to operate his ATV from his home up Graniteville Road to Drury Hill Road, then up Drury Hill Road to the Williamstown line. Mr. Parker wants to ride his ATV to an intersection that is a short distance from the Williamstown boundary and then get on an ATV trail.

ATVs are prohibited to operate on Town highways, except if, “the legislative body of the municipality where the Town highway is located” opens the highway to ATV travel. (Title 23, Chapter 31, Section 3506 (b) (1) (A)).

Greg Parker, owner of 722 Graniteville Road joined the Board for discussion. Mr. Parker explained that he is looking to gain access to the trails rather than trailering to Pump & Pantry in Williamstown. He stressed that he has done much research on this, adding that he would even be open to a trial period should the Town grant access.

Chair Paul White noted that this is the first time the Selectboard has been asked for this request. Board members voiced their concerns around traffic safety and precedent. They stated that ordinance is another factor that would need to be looked at, if they wanted to exercise any control over opening the road.

Board consensus was that more research was needed before a decision could be made.

TOWN FOREST LOGGING CONTRACT

Background: The Selectboard have had previous discussions and have heard public comments about the Town Forest logging, including several requests to cancel the remainder of the contract. Decisions are needed regarding moving ahead, modifying, or cancelling the logging contract planned for this coming winter.

Diane Solomon addressed the Board with several questions around the Town Forest logging. Mrs. Solomon inquired about the revenue that the Town made on the past logging that was completed.

Town Manager Carl Rogers confirmed that the Town received a net check in the amount of \$22,000 dollars for the logging that was completed in the winter of 2020-2021. Mr. Rogers added that the 20-acres due this coming winter would be a revenue of approximately \$8,000-\$9,000 dollars and the Town would get less what the Forester would receive for his services.

Norma Malone addressed the revenue issue, noting that the Town paid \$100,00 for the property and has around \$8,000 in lost revenue each year due to the forest being taken off the tax rolls. Mrs. Malone expressed how the money received for logging off-sets these costs.

Board members had conflicting feelings regarding the upcoming logging. Discussions focused on the Forest Management Plan, scope of the work and manner in which it was done and the overall health of the forest.

Board consensus was that more answers are needed before any decisions are made

A motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted 4-1 to request modification to the current logging contract and ask Forester Jeff Smith and Limlaw if modifications will be acceptable. Justin Bolduc voted no.

FORESTRY SERVICES AGREEMENT

Background: Forester Jeff Smith's current agreement expires Tuesday, August 31, 2021. The enclosed agreement is for one-year and is intended to be the agreement for year 2 of the current logging contract. The new agreement lists the same rates for marking fees and percent of stumpage total. The hourly rate is increased from \$70 to \$75. The hourly rate is billed for extra meetings.

The Board will be requesting modification to the current agreement, as discussed in item #8.

RECREATION BOARD

Background: At the Selectboards request, a conversation to discuss administrative code references to the Recreation Board and its duties. The Rec Board was asked to provide input however, they chose not to. There are inconsistencies and conflicts in the Charter and administrative code language about the manager and Recreation Board (Parks and Recreation Commission). Town Manager Carl Rogers has shared suggestions for correcting these inconsistencies.

Norma Malone suggested that this work be done by a working group. The focus would be to review documents and come up with a proposal for the Selectboard. Mrs. Malone stated that she would volunteer her time as a Selectboard representative. She added that she has done a great deal of research across municipalities. Mrs. Malone expressed that the model the Town has been using has been outgrown and the Town must develop a new formula to function smoothly and have a clear understanding of the chain of command. Justin Bolduc noted that he would also volunteer his time.

It was agreed upon that a working group of five members would be sufficient, including representation from the Selectboard, Town staff and the Rec Board.

Chair Paul White asked Town Manager Carl Rogers to designate a Town staff employee for representation. Norma Malone will reach out to Doug Farnham to see who from the Rec Board would also be willing to serve.

SULLIVAN, POWERS AUDIT ENGAGEMENT

Background: Sullivan, Powers and Co. can perform audit services for a fee of \$36,000. The fiscal year 21-22 budget assumed an audit cost of \$38,000 Town Manager Carl Rogers suggests that the Town should hire Sullivan, Powers and Co. has this is Finance Director Katelyn Kran's first year having Barre Town's financial statements audited and she didn't do the bookkeeping for the 20-21 year.

On a motion by Jack Mitchell, seconded by Norma Malone, the Selectboard voted unanimously to approve the fiscal year 20-21 audit engagement letter with Sullivan, Powers & Co.

RECREATION AREA STORMWATER CONSTRUCTION CONTRACT

Background: The Friends of the Winooski River (FWR) secured funding for this project The project must be substantially completed by years end. The FWR obtained \$146,000 in

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funding for construction and other costs. The project cost estimate is a couple years old now, but the three low bids are very close to the original estimates.

The project design and drawing approved by the church/cemetery and the bidding documents include a fence around the retention basin. Discussions have been had regarding if the fence is a necessity. Legal opinion is pending on the matter of the fence.

On a motion by Jack Mitchell, seconded by, Norma Malone, the Selectboard voted unanimously to award the Recreation Area Stormwater treatment facility construction contract to Hebert Excavation based on their unit price bids totaling \$135,600 of which \$15,000 will be obtained by the Town.

Carl Rogers noted that Mike Monte has contacted an attorney on the matter of the fence. The Catholic Diocese (owner of the property where the stormwater treatment facility will be constructed) expressed concerns of not having a fence. Mr. Monte is waiting to hear back from the attorney.

GRAVEL CRUSHING CONTRACT

Background: Every fall the Town has raw gravel, and sometimes asphalt millings, crushed. For fiscal year 21-22, \$32,000 was budgeted for crushing. Public Works Superintendent Richard Tetreault advised we do not need to crush milling this year. The entire budget amount could be spent on crushing gravel. This year the bidding specs were mailed to four companies and a notice printed in the Times-Argues three days. One bid was received from McCullough Crushing for \$4.49 per cubic yard of finished product. McCullough Crushing has performed the Town's crushing work many times.

Town Manager Carl Rogers shared that the bid email box treated one additional bid as a spam email. However, the bid was received in a timely fashion. The bid was submitted by J.A. MacDonald and they were the low bidder.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to award the 2021 gravel crushing contract to J.A. MacDonald at the price of \$4.20 per cubic yard for crushing 7,500 c.y.

AIR COMPRESSOR

Background: The specs for the used air compressor called for a compressor not more than 3 years old and no more than 400 hours on the meter. Essex Equipment submitted the only bid. They proposed selling a 2018 Kaeser compressor with 380 hours to the Town. During the last Selectboard meeting the purchase contract was awarded to Essex Equipment, the price was \$13,000.

After receiving the purchase order, when preparing the paperwork, Essex Equipment realized the compressor is a 2016. Shop Foreman Mike Martel was notified. Town Manager Carl Rogers and Shop Foreman Mike Martel agree that the Selectboard should re-affirm the award before the Town accepts the unit.

On a motion by Norma Malone, seconded by, Bob Nelson the Selectboard voted unanimously to award the purchase contract to Essex Equipment for a 2016 Kaeser M50 air compressor.

ACCOUNTS PAYABLE

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously approve the accounts payable warrants dated August 24,2021 and August 31, 2021.

Justin Bolduc inquired about the additional cleaning at 44 Brooke Street and Pleasant Street. Assistant Town Manager Elaine Wang shared that she could not say but thought it could possibly be due to covid cleaning. Mr. Bolduc added that there is not a steady flow of traffic at the Pleasant Street location, and it should not have to be cleaned so often. Town Manager Carl Rogers noted that we were getting complaints when we use to do weekly service at 44 Brooke Street. He also echoed Mrs. Wang's thoughts on it being covid related. He said next year's bidding could be clear that location receives once a week service.

MISCELLANEOUS - NONE

'ROUND TABLE

Norma Malone inquired about the ARPA funds and how much money the Town will be receiving.

Chair Paul White questioned the timeframe the Town is looking at for public input regarding how we want to spend the money. Town Manager Carl Rogers explained that he has read that public input is only recommend but not required. Mr. Rogers was told that VLCT is having a webinar on this topic, but he has not seen that it is available yet. He added that today's email from VLCT stated that the ARPA eligibility funds continue to change and evolve on how the money could be spent. He suggested the Board has conversations but not make any definite plans yet. Mr. Rogers suggests we use the funds for water line replacements, Town reimbursement for covid related expenses and lost revenue.

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Mrs. Malone asked if Assistant Town Manager Elaine Wang had an update on the Selectboard meeting room AV options. Mrs. Wang noted that she had reached out to vendors the following day and she has heard back from one of them. She is expecting to hear back from two others before reporting back to the Board.

Jack Mitchell inquired about the VLCT Town Fair. He is interested in attending virtually from the Town office.

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 the premature general 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 9:00 p.m. for personnel.

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to come out of executive session at 9:49 p.m.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to authorize the covid payments as discussed.

ADJOURN

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to adjourn at 9:51 p.m.

Tina Lunt, Town Clerk

Selectboard Chair

Barre Town Selectboard