

BARRE TOWN SELECTBOARD MEETING AGENDA
October 12, 2021

- P.I.L.O.T. Quarterly department head visit with Engineer and Public Works.....6:00 p.m.
1. Call to order.....6:30 p.m.
 2. Pledge of Allegiance.
 3. Consider approving agenda.
 4. Consider approving October 5 meeting minutes.
 5. Announcements.
 6. Receive guests for non-agenda items.
 7. Consider approving engineering services letter for upper Websterville Waterline project.
 8. Consider rejecting bids for municipal building air conditioning/air handler contract.
 9. Discuss digital audio-visual equipment for municipal building.
 10. Consider seeking bids for FY 21-22 and FY 22-23 ambulance purchases together.
 11. Consider approving weekly accounts payable warrants for October 12, 2021.
 12. Miscellaneous, including licenses and permits, if any.
 13. 'Round table.
 14. Executive session: real estate
 15. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
October 12, 2021

The duly warned meeting of October 12, 2021 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:00 p.m.

The following members were in attendance: Norma Malone, W. John "Jack" Mitchell, Justin Bolduc and Paul White. Attendance by phone: Bob Nelson

Attendance for the regular meeting: Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Town Clerk Tina Lunt, and Town Engineer Josh Martineau.

CALL TO ORDER - The meeting was called to order at 6:30 p.m.

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 agenda as presented.

MINUTES

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the October 5, 2021 meeting minutes with minor spelling and grammatical corrections.

ANNOUNCEMENTS

- ✓ Got leaves? Barre Town residents may bring leaves from their residence to the Barre Town Lawn Waste Site on Holden Road. The site is open Wednesdays from 3:00 p.m. to 6:00 p.m. For the rest of October, it will also be open Saturday's 8:00 a.m. to 4:00 p.m., and Sundays noon to 4:00 p.m.
- ✓ If you are behind on your utility bills because of a COVID-19 related reason, whether it is electricity, sewer, or water bills, contact Capstone Community Action or the Vermont Department of Public Service to find out if you could be eligible for assistance. Do so as soon as possible because the deadline to apply is October 24, 2021. Only about half of the funds Vermont has for this purpose has reached Vermonters. Capstone's toll-free phone number is 1-800-639-1053. The Vermont Department of Public Service's toll-free phone number is 1-833-295-8988. Ask about VCAAP, which stands for Vermont COVID-19 Arrearage Assistance Program. VCAAP.
- ✓ Have you signed up for VT-Alert? This state-run service will notify you of winter storms, road closures, and scam alerts relevant to you. Visit barretown.org for instruction on how to sign up for VT-Alert.
- ✓ If you have used and appreciated the Town bulk trash service in the past, please consider volunteering, and encourage others you know to volunteer. The service relies on volunteers to run. Volunteers may bring in one load of bulky waste for free. To add your name to the volunteer list, call the Town Manager's office at 802-479-9331.
- ✓ If you have agricultural land enrolled in Vermont's Current Use Program, remember that the State requires you to complete and submit your Annual Agricultural Land and Farm Buildings certification by November 1, or the State may remove your agricultural land from the Current Use Program and tax you accordingly. For the details, visit <https://tax.vermont.gov/property-owners/current-use/certification>. If you have questions, call the Current Use Program at 802-828-5860, option 2.
- ✓ Chair announcements:

Selectboard Minutes of October 12, 2021 Continued:

- After the October 5 executive session, the Selectboard voted:
 - To authorize the engagement of Attonrey Steve Cusick in filing an appeal of a Development Review Board decision.
 - To approve the amended temporary COVID-19 leave policy retroactive to July 1, 2021, through December 31, 2021 and to authorize the chair to sign the amended policy.
- Wilkins Harley Davidson will be holding a scrap metal fundraiser collection on Saturday, October 23 from 8:00 a.m. to 4:00 p.m. Caps for Cups is a free event and a great opportunity to dispose of junk metal.

GUESTS – NONE

WEBSTERVILLE WATERLINE PROJECT

Background: Town Manager Carl Rogers and Public Works employee Jay Hrubovcak previously worked on preparation for a 5-year plan for replacing the old and undersized water pipes located in upper Websterville's side streets, which include Little John Road, Brook Street, Libercent Street and Violette Street. The original plan was for the Department of Public Works to complete a section each year. The Town has opportunities with the use of Coronavirus State and Local Fiscal Recovery Funds (CLFRF) that would allow them the option of preparing bidding specs to have all the remaining work completed in one contract. Otter Creek has submitted a proposal for the work.

Town Manager Carl Rogers spoke of the cost of the project. He noted this would be a once in a generation improvement for the Town.

Town Engineer Josh Martineau estimated the construction (material and labor) would cost \$220,000 to \$250,000.

Mr. Rogers reported \$81,700 is in the current year budget for Little John Road and Libercent Street. He stated if each year was similar the option of having the work completed under one contract would be less expensive than the Town doing the work themselves each year.

Mrs. Malone inquired about the use of ARPA funds, stating it seems premature to make decisions on how the funds will be used. The Town would be looking at 10% of the funds being earmarked for this project. Mr. Rogers advised Mrs. Malone the Town is making the recommendation now, as it is believed the ARPA funds will flood the construction industry in 2023 leading to very high prices or a lack of contractors. Mr. Rogers added this will be at the top of the list when we do have the discussion on ARPA funds.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to authorize the Town Manager to sign the Otter Creek Engineering's proposal letter dated September 23, 2021 for engineering services for the Websterville waterline project.

HVAC

Background: Bidding specs were sent out for the budgeted municipal building air conditioning/ventilation work. Previously, four bids were opened, and more time was needed to evaluate the bids. All four bidders proposed the same brand of equipment.

Assistant Town Manager Elaine Wang provided her recommendation to reject all bids for comparable high efficiency equipment. She believes the bids should be rewritten to include requests for Trane base model and high efficiency model.

Discussion focused on Board members asking clarifying questions around the bid specs and the available options for consideration. It was noted that equipment availability may be having an impact on the bids that were received. Mrs. Malone suggested adding a note to the bid specifications to include an equipment availability date along with a project start date.

Bob Nelson asked that a discussion regarding the bidding process be added to a future Selectboard agenda. This would allow Board members to get a better understanding of the Town's bidding process.

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to reject all bids for the municipal building air handling and air condition system #5 and opened on September 30, 2021 and rebid with the request for Trane base model and high efficiency model.

AUDIO-VISUAL UPGRADE

Background: The Town is seeking an audio-visual upgrade for their meeting room. Assistant Town Manager Elaine Wang has presented options and provided input. Board members have shared their preferences for necessary components. Ms. Wang along with Board members have had the opportunity for site visits to see the Town's available options.

Mr. Bolduc, Mrs. Malone, and Ms. Wang shared an overview of their most recent site visit, which was to see a demonstration of Fuzzbuzz equipment. All three stated the equipment was impressive, reporting the rolling tv cart panels would be a better option over the projectors. This would allow flexibility and functionality, which is an important aspect

Selectboard Minutes of October 12, 2021 Continued:

the Town needs to consider. Based on what they saw, the capabilities, and the ability to expand the features, all three felt the Fuzzbuzz equipment would be the best option for the Town.

Town Manager Carl Rogers confirmed this would be an eligible expense for the use of ARPA funds. Mr. Rogers added that Finance Director Katelyn Kran is working with VLCT to see what requirements are needed, noting the Town may need to go through a bidding process.

Bob Nelson thanked everyone for their efforts on the project.

Jack Mitchell advised the Board, prior to making any purchase he would like to request Fuzzbuzz attend a Board meeting. This would allow Selectboard members an opportunity to ask questions and receive more clarity around the layout of the room.

After much discussion, Board consensus is to move forward with the rolling tv cart panels. It is noted if bids are not required the Town will proceed with the purchase of Fuzzbuzz equipment, with the understanding they will come to a Selectboard meeting to discuss the proposal prior to purchase.

FY 21-22 and 22-23 AMBULANCES

Background: EMS Director Chris LaMonda has two bidding specifications for two ambulances for the FY 22 and FY 23. One must be delivered by June 30, 2022 and the second one by July 31, 2022, unless the bidder states and the Town agrees otherwise.

Mr. Nelson inquired about the extended warranties. Town Manager Carl Rogers confirmed that two bids will be submitted, one bid for the ambulance and one for the extended warranty.

Board consensus is to move forward with the two ambulance purchases.

ACCOUNTS PAYABLE

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted to approve the accounts payable warrants dated October 12, 2021. Bob Nelson abstained.

MISCELLANEOUS

Selectboard Minutes of October 12, 2021 Continued:

Ms. Wang reported that all the Town's fencing work has been completed, excluding the softball field.

Mr. Rogers asked Board members what their plan is for a discussion regarding the use of ARPA funds. He is looking for clarity on whether the Selectboard wants to decide who the Selectboard wants to get input from regarding the use of the funds. Also, if it is something the Selectboard wants to advertise.

Board members agreed advertising to the public would be best, however specific funding criteria would need to be shared. Mrs. Malone suggested it would be best to have a window of time which would allow residents to share their ideas multiple ways over a limited period of time.

'ROUND TABLE

Mr. Bolduc stated he was pleased to see the results of the police department grants.

Mr. Bolduc inquired about the grant for the WIP waterline. Mr. Rogers noted the Town is still waiting to hear.

Chair Paul White inquired about the Good Samaritan Haven Working Group, stating we have a resident who showed interest. He noted this resident does not live in South Barre. Mr. Rogers shared there is another possible applicant. Board consensus is to wait two weeks and add to an agenda for discussion.

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 8:17 p.m. for real estate.

On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted to come out of executive session at 8:42 p.m.

Selectboard Minutes of October 12, 2021 Continued:

ADJOURN

On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted unanimously to adjourn at 8:44 p.m.

Tina Lunt, Town Clerk

Selectboard Chair

Barre Town Selectboard