

## BARRE TOWN SELECTBOARD MEETING AGENDA

April 6, 2021

P.I.L.O.T – Quarterly Department visits with EMS, Fire, Planning & Zoning, and Finance 6:00 p.m.

1. Call to order 6:45 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving March 30, 2021 Selectboard meeting minutes.
5. Announcements
6. Receive guests (by phone) for non-agenda items.
7. Consider approving a policy for Approving General Journal Adjusting Entries.
8. Consider approving request for Barre City residents' use of the Lawn Waste Site.
9. Discussion about preparing for cannabis business regulation, and about supporting a healthy community.
10. COVID-19 report, if needed.
11. Consider approving weekly Accounts Payable Warrants for April 6, 2021.
12. Miscellaneous, including licenses and permits, if needed.
13. 'Round the table.
14. Executive session: contract and personnel.
15. Adjourn.

### BARRE TOWN SELECTBOARD MINUTES

April 6, 2021

The duly warned meeting of April 6, 2021 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville, Vermont at 6:45 p.m. and remotely using Teams.

The following member attended in person: W. John "Jack" Mitchell, Paul White, Norma Malone, Justin Bolduc, and Bob Nelson.

Attendance in person for the regular meeting: Town Manager Carl Rogers, Assistant Manager Elaine Wang. Those attending remotely or by phone: Town Clerk-Treasurer Donna J. Kelty, Finance Director Katelyn Kran, Times Argus Reporter Eric Blaisdell, Cris Michaud, Mark Bernier, Lori Bernier, Connor Teal, Melissa Danilowicz, Mike Danilowicz, and Sue Paxman (arrived at 7:03 p.m.).

**CALL TO ORDER** – The meeting was called to order at 6:59 p.m.

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

### APPROVE THE AGENDA

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the amended meeting agenda as follows:*

1. Delete Item 9
2. Change item #7 to #8, and #8 to #9
3. Add new item #7 – Thunder Road Special Event Permit for the 2021 racing season.
4. Add to Item 11: Fireworks Permit for Katrina Catto at the Pompei residence, 39 Valley View Circle on April 17, 2021.

### MINUTES

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard Committee Meeting minutes of March 30, 2021 were unanimously approved with minor grammatical and spelling changes as presented to the Clerk.*

### ANNOUNCEMENTS

- ✓ Green Up Day will be Saturday, May 1, 2021. Barre Town is fortunate that over 100 people a year volunteer to Green Up, but even so, there are always roads that do not get "Greened UP"! Please sign up to Green Up. Do so by calling the Town offices at 802-479-9331. This allows efforts to be coordinated. Bags and gloves should be available soon, so when you call you can arrange when to pick those up from the Town offices. If you sign up by April 21<sup>st</sup> you will be entered in the thank you raffle prize drawings. They will be prizes you can use on Green Up Day.
- ✓ Please help the Millstone Trails Association volunteers clean up the trails from this winter's logging operation. The first trail cleanup day is Sunday, April 11, 2021, 8:00 a.m. to 11:30 a.m. No experience necessary. Bring a mask, water and dress for the weather. Meet at 44 Brook Street in Websterville.

Selectboard Minutes of April 6, 2021 Continued:

- ✓ The Central Vermont Solid Waste Management District's Household Hazardous Waste Collection Event in Barre Town will be held on April 24, 2021 from 9:00 a.m. – 1:00 p.m. at the Barre Town Garage, 129 Websterville Road. For more information on fees and COVID protocols visit [www.cvswwmd.org](http://www.cvswwmd.org) or call 802-229-9383 (extension 105).
- ✓ The Town is still accepting applications for summer helpers. Public Works seasonal workers help improve the safety of our roads by clearing brush around signs and corners, help keep our road crews safe by doing flagging. Necessary training is provided. The first summer pay rate is \$12.75 an hour. To apply call 802-479-9331 and ask for an application.
- ✓ The Barre Town Municipal Elections and the Barre Unified Union School District Budget Revote will be held on May 11, 2021. For everyone's safety, we encourage everyone to vote by early ballot. To request an early ballot call the Town Clerk's Office at 802-479-9391. If you need to register to vote you can do so any time, including now. Visit or call the Town Clerk's Office or go online to [www.olvr.vermont.gov](http://www.olvr.vermont.gov).

### GUESTS

Melissa Danilowicz informed the Selectboard that she was very upset with the recent logging of the Town Forrest (located in Upper Graniteville). She stated the area looked as if it were clear cut instead of being logged. The trails have been obliterated, it is dangerous to walk there, and it appears there may be damage to some vernal pools.

Chair White stated the Town has a Town Forest Management Plan and hired a Forester to manage it for us. Assistant Manager Wang noted this past winter the Vermont Land Trust (VLT) held a workshop and are aware of the logging. While it may look shocking it was done at request to help create an age diversity within the Forest. VLT is aware of the vernal pools and has made recommendations for the one in question.

Other residents (Marc Bernier, Lori Bernier, Mike Danilowicz, and Connor Teal) made comments to the Selectboard. Marc Bernier stated he had been in contact with the Town and was informed that only the marked trees would be cut. However, when he noted that additional trees were being logged he tried unsuccessfully to have the Town Forester call him back. He noted it appeared the majority of trees in the area were cut not just the tagged ones. He feels there was no supervision over the event based on the debris behind. Others concurred with Mr. Bernier and Ms. Danilowicz.

Chair Paul White stated this item was not on agenda for any action. The Town will be gathering more information on what has transpired. The discussion will continue at a later meeting and those present will be notified of the meeting.

### THUNDER ROAD SPECIAL EVENTS PERMIT

**Background:** Thunder Road needs a special event permit for the upcoming race season. Thunder Road turned in everything needed: signed police and fire services contracts, \$800 permit fee, and certificate of insurance. The Selectboard is asked to authorize a Special Events Permit for the 2021 racing season, May 1, 2021 – October 31, 2021.

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to authorize the Town Clerk-Treasurer to issue and sign a Barre Town Special Events Permit #21-001 to Thunder Road International Speedway for the 2021 racing season, May 1, 2021 through October 31, 2021.*

*On a motion by Norma Malone and duly seconded, the Selectboard voted unanimously to approve and authorize the Town Manager to execute the Police Service Agreement with Thunder Road Enterprises, Inc. for the 2021 racing season.*

Cris Michaud was present. During the motion discussion the noise complaints from last year were noted. Mr. Michaud stated vehicles are now required to have mufflers which should help. The Selectboard noted that should Mr. Michaud receive any complaints this year they would like to hear about them. In reverse, the Selectboard would also provide Mr. Michaud should they receive complaints.

### GENERAL JOURNAL ADJUSTING ENTRIES POLICY

**Background:** Our outside auditing firm has pointed out the Town should have an "Adjusting Journal Entry Approval Policy." We did begin the process, but along the line it became low priority. Finance Director Katlyn Kran has prepared a draft policy for the Board to review. Adjusting entries are needed for a variety of reason and the proposed policy describes the processes for writing, approving, and entering these transactions. Accompanying the form is an appendix which applies to those instances of miscoded invoices.

Selectboard Minutes of April 6, 2021 Continued:

Finance Director Katelyn Kran was present. Board comments include the need for some clarifications as there appears to be inconsistencies, designees must be clearly defined, and the Policy, once adopted, would become effective July 1, 2021. This will allow ample time for revisions. Board Member Malone will work with the Finance Director on revisions.

Paul White noted in this Accounts Payable warrant there are still employees using their personal credit cards to make purchases for the Town. This should not be happening since the varying Town Departments have their own credit cards. He asked the Finance Director to look into this to address the issue.

**LAWN WASTE SITE – BARRE CITY RESIDENT USE**

Background: Barre City has made its’ annual request to allow their residents to use the Lawn Waste Site during May. Since there is less snow than usual this time of year, the warm weather has people thinking about lawn clean up, to include tree limbs to discard after the strong winds las week. The plan is to open the site Saturday, April 17, 2021, weather and road conditions permitting. The City has stated if the Town open in April they would also like to amend their request for the months of April and May.

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to approve Barre City residents use of the Barre Town Lawn Waste Site from April 17, 2021 through May 29, 2021, inclusive, with the understanding Barre City will pay 50% of the Town’s labor and equipment expenses.*

**DISCUSSION – CANNABIS BUSINESS REGULATIONS & SUPPORTING COMMUNITY**

The item was passed over and will be on next week’s meeting agenda.

**COVID-19 REPORT – None to report**

**ACCOUNTS PAYABLE WARRANT**

*On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to approve the April 6, 2021 accounts payable warrant.*

**MISCELLANEOUS**

*On a motion by Justin Bolduc, seconded by Norma Malone, the Selectboard voted unanimously to approve a fireworks permit for Victoria Pompei, to be held on April 17, 2021 at 39 Valley View Circle with the standard conditions.*

Member Norma Malone asked if a “printed name” line could be added to the signature page and that the Town no longer accept “photos” of applications as they are too hard to read.

**‘ROUND TABLE**

Jack Mitchell stated after hearing the statements from the Town residents (under Guests) he would like to hear from the Town Forester (in person or by written report). Based on what he heard he is a little surprised the Vermont Land Trust would be okay with what he was hearing.

Manager Rogers noted the “Town Forest was a young, recovering (from quarrying) forest yielding mostly low value (economically) trees.” The logging will allow the remaining good quality trees (primarily sugar maples) to grow. Under the Town Forester direction the logger removed many but not all white ash trees. This logging plan is to protect wildlife habitat and tree diversity.

By agreement, Millstone Trails Association (MTA) is responsible for trail maintenance including clearing tree tops and branches from trails. MTA has workshops scheduled for April 11, 18, 25 and May 2<sup>nd</sup> this year.

In addition, the Selectboard would like more information on the “recovery process” of the logged area. Pictures would be helpful to see how the logged area will rebound or might look like in 5 to 10 years.

**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 premature general public knowledge would clearly place the Selectboard at a substantial disadvantage.*

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to go into executive session at 8:10 p.m. for contracts and personnel.*

Selectboard Minutes of April 6, 2021 Continued:

*Manager Rogers, Assistant Manager Elaine Wang, and Town Clerk-Treasurer Donna Kelty were excused at 8:20 p.m.*

*On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to come out of executive session at 9:42 p.m.*

**ADJOURN**

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to adjourn at 9:42 p.m.*

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Donna J. Kelty, Town Clerk-Treasurer

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Selectboard Chair

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Barre Town Selectboard