



Town of Barre VERMONT

BARRE TOWN SELECTBOARD MEETING

April 19, 2022

AGENDA

1. Call to order.....6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda
4. Consider approving April 12 Selectboard meeting minutes
5. Announcements
6. Receive guests for non-agenda items.
7. Consider adopting Resolution No. 1-22 extending appreciation to volunteers
8. Volunteer recognition and appreciation
9. Consider adopting Resolution No. 2-22 in appreciation of Elaine Wang’s service
10. Quarterly department head visits: **a)** EMS; and **b)** Finance
11. Discussion with Barre Area Development and CV Economic Development Corp concerning an industrial park lot
12. Consider contract awards: **a)** roll-off container service, **b)** Port-a-let services
13. Consider re-appointments to the C.V. Regional Emergency Management Committee
14. Consider approving weekly accounts payable warrants for April 19, 2022
15. Miscellaneous, including other licenses and permits, if any
16. Round the table
17. Executive session, if needed
18. Adjourn

MINUTES

The duly warned meeting of April 19, 2022 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:00 p.m.

Selectboard Members Present: Norma Malone, Bob Nelson, Justin Bolduc, and W. John “Jack” Mitchell. Those present virtually: Paul White

Selectboard Members Absent: None.

Staff Members Present: Town Manager Carl Rogers, Assistant Town Manager Elaine Wang, Town Clerk Tina Lunt, Finance Director Katelyn Kran, and Director of EMS Chris LaMonda.

Others Present: Times Argus Reporter Eric Blaisdell, Tina Thurston, Francis “Topper” McFaun, Mary McFaun, Cody Morrison, Chris Neddo, Cedric Sanborn, Mike Monte, Gail Mulcahy, Sheila Cleary, Dottie Ricks, Sylvia Mitton, Sandi Kirkland, Bill Kirby. Those attending virtually: Jamie Stewart.

CALL TO ORDER: Vice Chair Malone called the meeting to order at 6:00 p.m.

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

APPROVE THE AGENDA:

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the amended agenda as follows:

1. Add to #17. Executive Session: personnel

APPROVE THE MINUTES:

On a motion by Justin Bolduc, seconded by Bob Nelson, the Selectboard voted unanimously to approve the April 12, 2022 meeting minutes with minor spelling and grammatical corrections.

ANNOUNCEMENTS:

- Barre Town needs 3 public works summer helpers, full time, part time, or job share. The starting pay rate is \$16 an hour. Positions are open until filled. For more details or the application, visit barretown.org.
- The Town still needs two representatives to the Central Vermont Fiber Board. To apply, send an email to offices@barretown.org.
- Mark your calendars for the spring Barre Town bulk trash collection May 14. More details can be found at barretown.org or in the April newsletter.
- The Barre Town Lawn Waste Site opens Tuesday, April 26. The hours will be Tuesdays, Wednesdays and Thursdays, 10:00 a.m. to 2:00 p.m. thanks to a volunteer, and Saturdays 8:00 a.m. to 12:00 p.m.
- Green Up is on Saturday, May 7, but you can start greening up now. Supplies are available now – come to the Town Manager’s Office at 149 Websterville between 8:00 a.m. and 4:30 p.m, Monday through Friday, for green trash bags, gloves, and to sign up for the stretch of road you would like to green up.
- Early voting ballots should be available this week. Call 802-479-9391 to have yours mailed to you, or you can drop into the Town Clerk’s Office Monday through Friday, 8:00 a.m. to 4:30 p.m. to vote early there.
- Chair announcement: After the April 12 executive session, the Selectboard voted to authorize the Manager to sign a waiver form for a legal conflict of interest.
- Mr. Mitchell announced that the Town is looking for new volunteers for the Spring and Fall bulk trash events. Those interested in helping should call the Town Managers Office.

GUESTS: None.

RESOLUTION NO. 1-22:

Background: Annually there are numerous volunteers who assist the Town with various services. The Town customarily honors those volunteers with a resolution.

Vice Chair Malone announced that the Board is excited to once again have the opportunity to recognize the volunteers in person this year.

Chair White read the resolution.

On a motion by Justin Bolduc, seconded by Bob Nelson, the Selectboard voted unanimously to adopt “Resolution No. 1-22, A Resolution of the Town of Barre, Vermont in Recognition and Appreciation of Town and Community Volunteers.”

Town Manager Carl Rogers gave a brief overview of each volunteer appreciation group. Board members announced the names that served each of the groups.

VOLUNTEER APPRECIATION:

Background: Volunteers will receive a small token of appreciation. Volunteers who have reached 5,10 and 20 year milestones will receive honorable mentions. This year the Board is catching up on recognitions that were missed in 2020 and 2021 due to the pandemic.

Vice Chair Malone announced those volunteers who are considered honorable mentions. These individuals have served the Town for an extended number of years. Mrs. Malone continued with the volunteer recipients who have reached 5, 10, and 20 year milestones.

Vice Chair Malone expressed her gratitude to Executive Secretary Tina Thurston for the time and dedication she put into organizing this evening’s event.

Board members thanked the volunteers for their service to the Town and for those present.

RESOLUTION NO. 2-22:

Background: Assistant Town Manager Elaine Wang joined the Barre Town Management team as a part-time Special Project Assistant from August 21, 2015 to April 3, 2016 then as full-time Assistant Town Manager from April 4, 2016 to May 15, 2022. Ms. Wang’s drive to learn about municipal operations and to further her formal education has her well prepared for her career advancement as City Manager with the City of Winooski.

On a motion by Paul White, seconded by Bob Nelson, the Selectboard voted unanimously to adopt “Resolution No. 2-22, A Resolution of the Town of Barre, Vermont Declaring Appreciation of Elaine Wang’s Management Service and Congratulations on her Career Advancement.”

Mr. Mitchell read the resolution.

Selectboard Minutes of April 19, 2022 Continued:

Board members commented on Ms. Wang's dedication, diligence, persistence, patience, wisdom, and the enormous amount of work she has done researching contracts. They noted the multiple tasks she takes on and how she is versatile in all that she does.

Town Manager Carl Rogers congratulated Ms. Wang on her new endeavor. He thanked her for her service and work with the recreation properties. Mr. Rogers stated that Ms. Wang was hardworking and conscientious and that has made her successful.

Staff members and friends continued to share stories and well wishes, noting Ms. Wang's leadership and willingness to always help.

In closing, Ms. Wang thanked the Barre Town residents and community. She thanked the Selectboard for their support in her continued education. Ms. Wang noted the Town staff made it a great place to work. She thanked Town Manager Carl Rogers for teaching her by example and being a trustworthy leader.

QUARTERLY DEPARTMENT HEAD VISITS:

Finance Director:

Finance Director Katelyn Kran was present.

A summary of her presentation includes:

- Office improvements
 - New desks have arrived
 - Office arrangement for clerk/finance office
- Accufund
 - Sewer/property tax billing module update
 - Payroll
- Audit update
- Investing
 - Edward Jones: Cemetery and Sewer Trust Funds
- Staffing
 - Finance Clerk transition
 - Training
 - New duties with Assistant Town Manager leaving
- Financial Highlights
- Ambulance Billing
 - Collection loop has been completed
 - 759 called turned over to First Financial
 - 26 calls are left for review
 - Received \$12,000 in payments

Mrs. Malone inquired about receiving a copy of the draft audit. Mrs. Kran stated she will email a copy to Board members.

Mrs. Malone inquired about delinquent property tax and fee reports, as in the past the Town Treasurer was able to provide these. Mrs. Kran confirmed these reports can be produced.

Selectboard Minutes of April 19, 2022 Continued:

EMS Director:

EMS Director Chris LaMonda was present.

Mr. LaMonda presented his quarterly report for the months of January – March, 2022.

A summary of his presentation includes:

- Staffing
 - Workers comp
 - Per diem shortage
- COVID-19
 - Vaccination clinics: closures, staffing, hours, antigen tests
- Billing
 - Staff member training on pre-billing
- Shift Supervisor reports
 - Averages 5-6 calls per shift
 - 10-12 hours in 24-hour period covers those calls
 - Setup 5-6 transfers per shift
- FY 20-21 and FY 21-22 trucks update: inventory shortage on chassis

Mr. Nelson expressed his appreciation for the vaccination/testing staff. Mr. White echoed Mr. Nelson's comments.

WILSON INDUSTRIAL PARK LOT:

Background: Jamie Stewart from CV Economic Development Corp and Cody Morrison from Barre Area Development would like to speak with the Town pertaining to a potential large warehouse prospect for the Wilson Industrial Park and the possible indirect benefits.

Jamie Stewart from CV Economic Development Corp was present virtually. Cody Morrison from Barre Area Development was present.

Mr. Morrison shared that the potential warehouse project originated due to Barre Area Development's marketing efforts. Mr. Stewart noted Mr. Morrison's efforts in driving the project to Barre Town. The prospective company for the Wilson Industrial Park would be a distribution facility for finished cold storage. Mr. Stewart noted the potential of the new business creating 20 new warehouse jobs. The facility would be a resource for food producers within the region, greatly increase tax revenue an asset to drive the specialty food industry in Vermont, and an essential part of infrastructure.

Mr. Morrison noted the number of job offerings is sustainable knowing the availability of the housing market in our area. The benefits to the Vermont Foodbank and other food vendors would be essential.

Board members shared their thoughts and concerns, asking specific questions regarding truck traffic, noise, and square footage of the space.

Mr. Mitchell expressed he was not in favor of supporting the idea without more information. Mr. Stewart explained the company is seeking additional information around the cost of land. They are looking to identify potential businesses that would utilize the facility to build a budget to see if there is an opportunity of a successful operation in Vermont.

Selectboard Minutes of April 19, 2022 Continued:

Conversation focused on the lack of details in how the project has been presented. Board members expressed they need a clear understanding of what this company is looking for and not a hypothetical situation. Discussion continued around what parameters the Town was willing to offer.

Board consensus is they are interested in continuing the discussion. The Board requests additional information to further the conversation.

The Board thanked Mr. Morrison and Mr. Stewart for coming in.

CONTRACTS:

Roll-offs:

Background: This contract is for 9 roll-offs and a 15-yard dumpster (cardboard) on bulk trash day and for two 15-yard roll-offs for Green Up Day. Bidding specifications were mailed to Myers, Casella and Earth Waste & Metal. Myers bid was \$275 per ton. Casella bid \$227 per ton. Earth Waste & Metal did not bid. Casella's bid is \$5.00 higher than their low bid in 2021. They may haul 45-60 tons of debris.

On a motion by Paul White, seconded by Justin Bolduc, the Selectboard voted unanimously to award the Spring, 2022 bulk trash and Green Up Day roll-off contract to Casella Waste Management based on their bid of \$227 per ton.

Port-a-lets:

Background: The port-a-let service is put out to bid on a per location basis. There are five locations in all. This year bidding specifications were mailed to three companies. Only one company, P&P Septic Service returned a bid. P&P has provided service at three of the five locations since last May 1. Their monthly bids this year, compared to last years low bid are higher at all locations.

Town Manager Carl Rogers noted he did call one of the bidders that had not returned the bidding specifications. The owner let Mr. Rogers know that they were busy, and the bid was overlooked. The company is interested in bidding next year.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to award the 2022-2023 port-a-let service contract covering all five locations to P&P Septic based on their per month bids.

A brief conversation regarding the cost of the port-a-let service at the Town Forest. Mr. Bolduc shared the idea of building a bathroom at this location in the future.

Mrs. Malone inquired about the possibility of moving up the start date of the port-a-let service to incorporate the April vacation.

C.V REGIONAL EMERGENCY MANAGEMENT COMMITTEE RE-APPONTMENTS:

Background: Last Fall the Board appointed Town Manager Carl Rogers as the emergency management director to the new C.V. Regional Emergency Management Committee. The Board also appointed Josh Martineau, who is a firefighter as Barre Town's emergency responder representative. The Regional

Selectboard Minutes of April 19, 2022 Continued:

Planning Commission has set July 1 through June 30 as the term for all of its Board and Committee appointments. The CVRPC asks that REMC members be reappointed effective July 1, 2022.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to reappoint Town Manager Carl Rogers as Emergency Management Director and Josh Martineau as firefighter, to the Central Vermont Regional Emergency Management Committee's for the term running July 1, 2022 through June 30, 2023.

ACCOUNTS PAYABLE:

On a motion by Justin Bolduc, seconded by, Bob Nelson, the Selectboard voted unanimously to approve the accounts payable warrant for the week of April 19, 2022.

MISCELLANEOUS: None.

ROUND TABLE:

Jack Mitchell:

- Mr. Mitchell commented that Ms. Wang's last day is Friday, April 22, noting this day is also Earth Day.

Norma Malone:

- Mrs. Malone noted this is Ms. Wang's final Selectboard meeting. Mrs. Malone thanked Ms. Wang for her years of service and dedication. She wished her well with her new endeavors.

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 8:43 p.m. for legal and personnel.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to come out of executive session at 9:56 p.m.

ADJOURN:

On a motion by Justin Bolduc, seconded by Paul White, the Selectboard voted unanimously to adjourn at 9:56 p.m.

APPROVED MINUTES

Barre Town Selectboard

Paul White, Chair

Norma Malone, Vice Chair

Justin Bolduc

Jack Mitchell

Bob Nelson

Filed in the Barre Town Clerk's Office on this _____ day of _____, 2022.

ATTEST: _____, Barre Town Clerk.