



# Town of Barre VERMONT

## BARRE TOWN SELECTBOARD MEETING

April 26, 2022

### AGENDA

1. Call to order.....6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda
4. Consider approving April 19 Selectboard meeting minutes
5. Announcements
6. Receive guests for non-agenda items.
7. Consider awarding contracts: **a)** liquid calcium chloride (dust control); **b)** Town Forest water spigot; **c)** roadside mowing; **d)** air handler/air conditioner
8. Consider adopting 2022 Local Emergency Management Plan
9. Consider authorizing sale of 2015 Freightliner, 114 SD dump truck
10. Consider approving annual budget booklet cover letter
11. Consider authorizing signing three deeds to the State of Vermont needed for the Rt. 110 bridge project
12. Review and discuss Town organization chart
13. Consider approving weekly accounts payable warrants for April 26, 2022
14. Miscellaneous, including other licenses and permits, if any
15. Round the table
16. Executive session: real estate, contract, personnel, labor negotiations
17. Adjourn

### MINUTES

The duly warned meeting of April 26, 2022 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:00 p.m.

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

**Selectboard Members Absent:** None.

**Staff Members Present:** Town Manager Carl Rogers and Town Clerk Tina Lunt.

**Others Present:** Times Argus Reporter Eric Blaisdell, and Jeff Blow.

**CALL TO ORDER:** Chair White 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 agenda as presented.*

**APPROVE THE MINUTES:**

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the April 19, 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](http://barretown.org).
- 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.
- The spring Barre Town bulk trash collection will take place on May 14. More details can be found at [barretown.org](http://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.
- Early ballots are now available. 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.
- Tennis, anyone? Beginner and intermediate tennis lessons for ages 8 through adults will be offered by Barre Town Recreation June 19-29. You can take lessons for just one week or for both weeks. To register, call 802-479-9331.
- Mr. Mitchell announced that the spring bulk trash collection will be held on Saturday, May 14. Residents are encouraged to read the Town newsletter for details on what materials are accepted. This service is for Town residents to clean up around their home and not intended for business use nor for landlords to clean up rental property. Please bring a tax or utility bill or a copy of the Town newsletter with mailing label to verify residency. The Town continues to seek volunteers for the spring and bulk trash collections. Contact the Town Manager’s Office at 802.479.9331 if you are interested in helping.

**GUESTS:** None.

**CONTRACTS:**

**Dust Control:**

**Background:** This contract is for spreading liquid calcium chloride on gravel roads to suppress dust. Nine road sections equaling 3.56 miles in length will be treated with 1,000 gallons of liquid calcium chloride per

Selectboard Minutes of April 26, 2022 Continued:

mile spread from road edge to road edge. Additionally, other roads will be treated with 500 gallons of material spread at the middle of the road. This work is done during the month of June. Bidding specifications were sent to four companies and two bids were returned. The Gorman Group bid \$1.07 per gallon and All states Asphalt bid \$1.11 per gallon. The budget was based on a price of \$1.034 per gallon.

***On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to award the 2022 liquid calcium chloride dust control to Gorman Group based on their bid of \$1.07 per gallon of material spread.***

### **Town Forest Water Spigot:**

Background: This is a 2022 budgeted item per the Recreation Board's request. This contract is for connecting a ¾ inch service waterline to the Town's water main in Brook Street, then laying it to the back of the garage where a self-draining, auto shut-off spigot would be placed. \$4,620 was budgeted for this project. Bidding specifications were sent to four companies, posted on the Town website, and posted on the State bidding website.

Mr. Rogers noted the low bid from K. Bellavance Landworks and Hauling was for \$7,120.

***On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to award the 2022 Town Forest Water Spigot contract to K. Bellavance Landworks and Hauling based on their lump sum price of \$7,120.***

Board discussion focused on the layout of the spigot and the possibility of it being accessible in the future for the construction of a bathroom facility.

### **Roadside Mowing:**

Background: This contract is for the FY 21-22 roadside mowing to be done between June 13 and July 1. Specifications were mailed to five people/businesses. Notice of the contract was included in a bidding advertisement published in the Times Argus and World. One bid was received from Donnel Dexter for \$7,600. The budget is for \$7,700. Mr. Dexter has mowed the Town's roadsides the past 3-4 years.

***On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to award the 2022 roadside mowing contract to Donnel Dexter based on his lump sum price of \$7,600.***

### **Air Handler/Air Conditioner:**

Background: The first time this contract was put out to bid with the option of a traditional and/or high efficiency bid. The Selectboard agreed with staff to turn down all bids and rebid to specify the traditional and heat pump models. \$29,365 was budgeted for this project. Bidding specifications were emailed directly to 13 companies, including all those who bid the first time. One bid was received from VHV, for a traditional unit.

***On a motion by Justin Bolduc, seconded by Bob Nelson, the Selectboard voted unanimously to award the 2022 air handler/air conditioner contract to VHV based on their lump sum price of \$34,042.***

**LOCAL EMERGENCY MANAGEMENT PLAN:**

Background: Annually the Local Emergency Management Plan (LEMP) is required to be reviewed and adopted each year. The plan is completed based on a template provided by the State. Town staff and Mr. Mitchell, as Emergency Management Chairman reviewed the template and made the necessary updates.

*On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted to unanimously to approve the 2022 Local Emergency Management Plan.*

**SALE OF 2015 FREIGHTLINER:**

Background: Bidding for the sale of the 2015 Freightliner, Model 114 SD on the Govdeals website closed at 8:00 p.m. on Monday. The truck has 54,350 miles. The shop has rated the truck in good condition. Town Manager Carl Rogers will report the bid results.

Town Manager Carl Rogers shared that the high bid was below the reserve price. Mr. Rogers recommends the Town first contacts Clark's Truck Center to sell the Freightliner and then tries to sell themselves before putting back out to Govdeals. Board members agreed with the Manager's recommendation.

**2022 BUDGET BOOKLET COVER LETTER:**

Background: Town Charter requires a budget booklet be available to the public (5 places) no less than 10 days before the Annual Election, which this year is May 10, 2022. The booklet includes a cover letter signed by the Selectboard. A draft letter was provided to the Board prior to the meeting for review.

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to adopt and sign the 2022 Budget Booklet letter with edits presented to the Town Manager.*

Town Manager Carl Rogers confirmed the budget booklets will be distributed on Friday. Copies will be available at the Town Office and on the website at [www.barretown.org](http://www.barretown.org).

**RT. 110 BRIDGE CONSTRUCTION PROJECT DEEDS:**

Background: In February the Selectboard authorized the Town to sign three options for easements VTrans needs for the Rt. 110 bridge construction project. Three deeds that would grant VTrans those easements were provided to the Board for review.

*On a motion by Justin Bolduc, seconded by Norma Malone, the Selectboard voted unanimously to authorize the Town Manager to sign the three quit claim deeds to the State of Vermont for Transportation Project Barre Town BF0169(12); said deeds being for Parcels 1, 2 and 5 shown on the detail sheet 1 and right of way layout sheet 1 of the plans for the referenced project.*

**ORGANIZATIONAL CHART:**

Background: During a previous meeting the Board requested to discuss the organization chart. A copy of the current chart with noted changes was provided to the Board for review.

Selectboard Minutes of April 26, 2022 Continued:

Town Manager Carl Rogers gave a brief explanation of multiple suggested changes and/or updates.

Board discussion focused on Board members sharing their feedback and suggestions regarding specific positions and their placement within the organization chart. Conversation continued around the need of the Administrative Code being updated as it does not line up with the organizational chart. The Code of Ordinances have not been updated for some time and are in need of several modifications.

Board consensus is to make some minor changes of what is known now and to revisit the organizational chart in June.

**ACCOUNTS PAYABLE:**

*On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the accounts payable warrant for the week of April 26, 2022.*

**MISCELLANEOUS:** None.

**ROUND TABLE:**

Norma Malone:

- Mrs. Malone shared she would like to recognize the Manager and staff for their excellent work on newsletter.
- Mrs. Malone publicly thanked Tina Thurston and staff for putting on the luncheon for Assistant Town Manager Elaine Wang.

Justin Bolduc:

- Mr. Bolduc inquired about the specs used for road line painting. Mr. Bolduc noted it brought to his attention roads that were paved last year, the lines are already gone. Town Manager Carl Rogers stated the Town uses a non-water based paint. The State contracts their line painting out and the work has not been consistent in Barre Town.

Paul White:

- Chair White noted the ARPA reporting is due this week. Mr. Rogers confirmed Finance Director Katelyn Kran is expected to be on track with the reporting.
- Chair White inquired about the timing on the discussion for ARPA funds. Mr. Rogers noted this will be added to next week's agenda.

**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 6:52 p.m. for real estate, contract, personnel, and labor negotiations.*

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to come out of executive session at 7:54 p.m.*

**ACTION:**

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to approve and authorize the Chair to sign the Town of Barre Service Agreement with VLCT.*

**ADJOURN:**

*On a motion by Jack Michell, seconded by Justin Bolduc, the Selectboard voted unanimously to adjourn at 7:55 p.m.*

APPROVED MINUTES

Barre Town Selectboard

\_\_\_\_\_  
Paul White, Chair

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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.