



# Town of Barre VERMONT

## BARRE TOWN SELECTBOARD MEETING December 13, 2022

### AGENDA

1. Call to order.....6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda
4. Consider approving December 6, 2022 meeting minutes
5. Announcements
6. Receive guests for non-agenda items.
7. Consider adopting Resolution #10-22 honoring paramedic Louis Messier on occasion of his retirement
8. Public Hearing for the close out of a Community Development Block Grant on behalf of the Vermont Foodbank
9. Consider awarding contract for construction of a columbarium
10. Board of Health Meeting – Consider consent and approval to constructing a columbarium in the Wilson Cemetery
11. Consider consent and approval to construct a columbarium in the Wilson Cemetery
12. Consider approving Assessor’s Errors and Omissions List for 2022
13. Consider authorizing Better Roads Grant application
14. Consider paying 50% deposit for baseball field light poles
15. Consider approving weekly accounts payable warrants for December 13, 2022
16. Miscellaneous, including licenses and permits if any
17. Round the table
18. Executive session: Personnel
19. Adjourn

### MINUTES

The duly warned meeting of December 13, 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, Justin Bolduc, and W. John “Jack” Mitchell.

**Selectboard Members Absent:** Bob Nelson.

**Staff Members Present:** Town Manager Carl Rogers, Town Clerk Tina Lunt, Planning and Zoning Administrator Chris Violette, EMS Director Chris LaMonda, Burton Heath, David Danforth, Jason Gray, Nicholas Copping, Mickey Witham, Devin Krevetski, Kyle Brown, Anderson Brown, and Louis Messier.

**Others Present:** Times Argus Reporter Eric Blaisdell, Angela Labrador, Alan Garceau, Brian Littlefield, Jackson Littlefield, and Johnathan Williams. Those attending virtually: Michael Milo

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

Selectboard Minutes of December 13, 2022 Continued:

**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 amended agenda as follows:*

1. Reorder items #9-11. The items will be ordered as follows: #10, #11, and #9.

**APPROVE THE MINUTES:**

*On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the December 6, 2022 meeting minutes as presented.*

**ANNOUNCEMENTS:**

- We are accepting letters or emails from registered Town voters who would like to serve on the 2023 Budget Committee. The Committee will meet from the end of January to the end of March and review every Town fund budget. Participation on the Budget Committee is the most efficient means to learn about Town operations. Letters or emails will be accepted until December 29.
- Our former Deputy Health Officer was appointed Town Health Officer creating a vacancy in the Deputy position. The Deputy fills in for the Health Officer when the Health Officer is not available. Barre Town sees about a dozen calls per year. For more information about the position contact the Town Manager's Office.
- Our Police Department is accepting applications for both full-time and per-diem, also called part-time, officers. Law enforcement certification is not needed to apply. If interested in learning more call the Police Department at 802-479-0509. You could start a conversation with the Chief and doing some ride-alongs with our Officers.
- Our Ambulance Department also is accepting applications for per-diem EMTs. The Department has many opportunities for per-diems to work. There are per-diem shifts every day of the week. Some shifts are 8 hours. Weekend shifts are 24 hours but can be split in 2, 12-hour shifts. Per-diems also have first choice of any open full-time shift due to vacation, sick leave, or other reason. Contact the Town Manager's Office at 802-479-9331 for more information.
- We hope everyone enjoys the upcoming holiday season. During holiday gatherings, sometimes homeowners light the seldom used fireplace. Prepare for the festivities and have the chimney cleaned and fireplace checked out before starting the fire. Wood ashes are a potential cause of fire. Be sure to use a metal bucket to remove ashes and place the bucket outside – not in the garage or on the front porch – far enough away from combustibles to prevent a fire.

**GUESTS: None.**

**RESOLUTION #10-22 - HONORING PARAMEDIC LOUIS MESSIER ON HIS RETIREMENT:**

Background: Louis Messier started working for the Town of Barre as a part-time EMT-D in August 1997. He was hired as a full-time EMT-D in October 1999. Mr. Messier completed the paramedic courses and was certified as a paramedic in 2004. Mr. Messier's official retirement date is December 15, 2022.

*On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to adopt "Resolution #10-22, A Resolution of the Town of Barre, Vermont In Appreciation Of Louis Messier's Service As He Retires After Twenty-Five Years With The Town's Emergency Medical Services."*

Mr. Mitchell read the Resolution. Mr. Mitchell began comments by sharing his memories throughout the years he worked with Louie, noting that Louie is a down-to-earth and compassionate individual.

Additionally, Board members and staff shared their appreciation for Louie's commitment to excellence and mentorship. Town Manager Carl Rogers stated that Mr. Messier was one of the EMS employees that helped make EMS what it is today, and he deserves this recognition. Mr. Rogers wished him well.

Mr. Messier was presented with the Resolution, a plaque honoring his service to the Town.

**PUBLIC HEARING – CLOSE OUT OF COMMUNITY DEVELOPMENT BLOCK GRANT:**

Background: In 2019 Barre Town was awarded a \$150,000 Community Development Block Grant (CDBG) on behalf of the Vermont Foodbank. The grant was a slice of the financing of the Foodbank's project to renovate and redesign the facility. The CDBG program requires a close-out public hearing to obtain the views of citizens on community development activities that have been undertaken and to give affected citizens the opportunity to examine a statement of the use of the grant funds.

*On a motion by Chair White, seconded by Norma Malone, the Selectboard voted unanimously to open a public hearing for the close-out of Community Development Block Grant #07110-1G-2018-Barre-18, the Vermont Foodbank grant.*

Chair White declared the Public Meeting open.

The purpose of the hearing is to obtain citizens' views on community development. The CDBG grant received accomplished the following activities:

- Renovations to the existing Vermont Foodbank facility located at 33 Parker Road.
- Funds were used as part of renovations and redesign of the facility space improving storage efficiencies and better warehouse traffic flow.
- The overall project included a 5,700 square foot addition and an upgrade and relocation of cooler and freezer space.

Vermont Foodbank representative Johnathan Williams was present and available for questions. Mr. Williams stated the Foodbank is expecting to have a certificate of occupancy inspection next week with hopes to move into the space in January.

Mr. Williams stated they did encounter some cost increases with the renovation due to labor and material shortages. The total renovation cost to date is \$7,677,618. Mr. Williams noted he is not anticipating additional costs beyond this figure. The Vermont Foodbank is the 2<sup>nd</sup> largest cold storage space that has

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been constructed in the State of Vermont. Innovations include improved filtration, circulation, ventilation, and electric charging stations for fleet.

Mr. Williams thanked Barre Town for all of their support on the CDBG grant process.

*On a motion by Chair White, seconded by Justin Bolduc, the Selectboard voted unanimously to close the public hearing.*

### **BOARD OF HEALTH – CONSTRUCTION AND INSTALLATION OF COLUMBARIUM:**

Background: The Board of Health is the Selectboard plus the Health Officer. Title 18 Section 5573(a) of the Vermont Statutes states a columbarium with niches available to the public, “shall be constructed and erected only with the consent and approval of the legislative body of the municipality and local Board of Health.”

Health Officer Michael Milo was present virtually.

*Chair White declared the Selectboard meeting recessed and called a meeting of the Board of Health at 6:33 p.m.*

*On a motion by Norma Malone, seconded by Justin Bolduc, the Board of Health voted unanimously to consent to approve construction and installation of a granite columbarium in the Wilson Cemetery.*

There were no public comments.

*Chair White declared the Board of Health Meeting closed and reconvened the Selectboard meeting at 6:37 p.m.*

### **CONSTRUCTION AND INSTALLATION OF COLUMBARIUM:**

Background: The legislation states the legislative body and Board of Health must approve the construction and installation of a columbarium. The Selectboard will vote on the construction and installation of a granite columbarium in Wilson Cemetery.

*On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to consent to approve construction and installation of a granite columbarium in the Wilson Cemetery.*

Cemetery Commission members Angela Labrador, Alan Garceau, and Brian Littlefield were present.

Mr. Mitchell inquired about the first round of bids that were not submitted. Mr. Garceau noted that this was simply an oversight on the part of the companies.

The timeline for the construction and installation is late May/early June.

### **CONTRACT TO CONSTRUCT COLUMBARIUM:**

Background: In August, the Selectboard approved spending \$36,000 for a third granite columbarium to be installed in the Wilson Cemetery Columbarium Park. Specifications were sent out in October to three local

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granite companies and to the Barre Granite Association. No bids were submitted. Bidding specs were then sent out again to Rock of Ages and Buttura and Gherardi who were two companies known to be interested.

Bids were opened December 7, 2022. Rock of Ages bid was \$34,000. Buttura and Gherardi bid was \$27,500. Both bids are for manufacturing and setting the columbarium. The specs call for 100% Barre granite.

***On a motion by Justin Bolduc, seconded by Norma Malone, the Selectboard voted unanimously to award the contract for the manufacturing and setting of a 48-niche columbarium to Buttura and Gherardi at the price of \$27,500.***

### **ERRORS & OMISSIONS:**

**Background:** Annually the Assessor will provide a list of properties whose property valuation needs to be corrected after the lodging of the Grand List for the fiscal year. The deadline to correct these valuations is December 31. The legislative body must approve this list.

Assessor Russ Beaudoin provided the Errors & Omissions list to the Board for review prior to the meeting. The list included 6 properties.

***On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the Assessor's 2022 Grand List Errors & Omissions Request for Approval listing six properties as presented.***

### **BETTER ROADS GRANT APPLICATION:**

**Background:** The Vermont Better Roads Program promotes the use of erosion control and maintenance techniques that save money while protecting and enhancing water quality around the State. There is an 80' long, 24" metal culvert under Snowbridge Road that is in poor condition. The rust holes near the inlet and outlet may be contributing to erosion holes in the embankment over the culvert. The culvert is too small (diameter) to qualify for a VTrans Structures grant. This project qualifies for Category B of the Better Roads program and has a maximum grant of \$20,000.

Town Manager Carl Rogers explained that due to the length and depth of the culvert Town Engineer Josh Martineau proposes to have it lined. The project also will include adding riprap to the embankments. The cost estimate is \$35,000 therefore, the Town would have to match the grant with \$15,000.

***On a motion by Justin Bolduc, seconded by Jack Mitchell, the Selectboard voted unanimously to authorize the Town Manager to sign and submit the Better Roads grant application for the lining of the Snowbridge Road culvert.***

### **BASEBALL FIELD LIGHT POLES:**

**Background:** In November the Selectboard authorized the purchase of 8, 80' baseball field wooden light poles. The purchase order was issued to Matagorda Island, Inc. that quoted the poles. The purchase order is the Town's commitment to pay for the furnished material and shipping. Matagorda Island called the Town this week to say they require a 50% deposit on the poles. Town Manager Carl Rogers let Matagorda Island

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know that Selectboard authorization is needed to pay \$9,580.80 up front and the Town will need assurance in writing.

Matagorda Island provided assurance in writing from the President of the company. This document was shared with Board members.

*On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to authorize paying a deposit of \$9,580.80 to Matagorda Island, Inc. for the purchase of baseball field light poles.*

**ACCOUNTS PAYABLE:**

*On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the accounts payable warrants for the week of December 6, 2022.*

Mrs. Malone inquired about the truck #9 repairs. Town Manager Carl Rogers noted the Town Engineers summer helper had an accident while backing up that resulted in the need of repairs.

Chair White inquired about the CMS reimbursements. He asked what the in-house procedure is for verifying these reimbursements.

**MISCELLANEOUS: None.**

**ROUND TABLE:**

Norma Malone:

- Mrs. Malone noted it is time for the Board to look at the EMS billing rates.
- Mrs. Malone asked if they could get an update on the EMS billing RFP. Board members suggested waiting for the new EMS Director to make this transition.

Justin Bolduc:

- Mr. Bolduc inquired about the DPW notes in the Board packet. He asked if the survey list regarding the utility poles was sent to anyone else other than Consolidated Communications. Town Manager Carl Rogers said the list has not been sent to anyone else yet. The plan is for Consolidated to review the list first so the Town knows what lines are theirs and then they will send to Charter for review. The Town will send to Green Mountain Power as well.

Jack Mitchell:

- Mr. Mitchell thanked Mr. Rogers and the DPW staff for working on the utility pole survey.
- Mr. Mitchell thanked the staff who left treats for the Board this evening.

**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.*

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***On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to go into executive session at 7:02 p.m. for personnel.***

***On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to come out of executive session at 8:28 p.m.***

**ADJOURN:**

***On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to adjourn at 8:37 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.