



BARRE TOWN SELECTBOARD MEETING
April 25, 2023

AGENDA

1. Call to order.....5:00 p.m.
2. Consider approving agenda
3. Executive session (labor contract)
4. Pledge of allegiance.....6:00 p.m.
5. Consider approving April 18, 2023 meeting minutes
6. Announcements
7. Receive guests for non-agenda items.
8. Consider choosing platform for live streaming Selectboard meetings
9. Quarterly department head visits: **a)** Finance; **b)** Recreation
10. Consider awarding contracts: **a)** roadside mowing; **b)** dust control
11. Consider approving cover letter for budget booklet
12. Consider adopting Resolution No. 5-23 for the 2023 Wendell F. Pelkey Citizenship and Service Award
13. Consider adopting Resolution No. 6-23 in appreciation of Carl Rogers’ service to the Town
14. Consider approving weekly accounts payable warrants for April 25, 2023
15. Miscellaneous, including licenses and permits, if any
16. ‘Round the table
17. Executive session (if needed)
18. Adjourn

MINUTES

The duly warned meeting of April 25, 2023 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 5:00 p.m.

Selectboard Members Present: Paul White, Norma Malone, Justin Bolduc, W. John “Jack” Mitchell, and Bob Nelson (arrived at 5:15 p.m).

Selectboard Members Absent: None.

Staff Members Present: Town Manager Carl Rogers, Assistant Town Manager Chris Violette, Finance Director Katelyn Kran, Town Clerk Tina Lunt, Police Chief William Dodge, Town Engineer Josh Martineau, Assessor Russ Beaudoin, Finance Clerk Wendy Moore, DPW Supervisor Richard Tetreault, Assistant Town Clerk Brandon Garbacik, Executive Secretary Tina Thurston, EMS Director Paul Ginther, Administrative Assistant Jocelyn Pinardi, and Assistant Town Clerk Jennifer Bushway. Those present virtually: Recreation Director Johnny Crossley.

Others Present: Times Argus Reporter Eric Blaisdell, Chris Neddo, Donna Kelty, Deb Lefebvre, Francis McFaun, Douglas Farnham, Tom White, Kaitlin White, Alice Bartlett, Jeff Blow, Elaine Wang, and Diane Galaway. Those present virtually: Tony Campos.

Selectboard Minutes of April 25, 2023 Continued:

CALL TO ORDER: Chair White called the meeting to order at 5:03 p.m. at the EOC Conference Room in the Municipal Building.

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. Move items #12 and #13 to follow #7

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 5:05 p.m. for labor contract joined by Town Manager, Assistant Town Manager, and Labor Attorney invited to join.

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to exit executive session at 5:47 p.m.

The Selectboard recessed the meeting at 5:47 p.m.

The Selectboard reconvened the meeting at 6:00 p.m. in the Selectboard Meeting Room.

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

APPROVE THE MINUTES:

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted to approve the April 18, 2023 Selectboard meeting minutes with minor spelling and grammatical corrections. Justin Bolduc abstained.

ANNOUNCEMENTS:

- The Barre Town Lawn Waste site will open on Saturday, April 29th. It will be open every Saturday into the fall from 8:00 a.m. to noon. The only weekday opening scheduled at this point will be Tuesdays, 10:00 a.m. – 3:00 p.m. Also please note, we are still looking for volunteers to help expand the hours, please contact the Town Manager’s Office at 802-479-9331 for more information or to sign up.
- Spring bulk trash collection will be Saturday, May 13 at the Public Works Garage, 129 Websterville Road. This service is for Barre Town residents and is a great way to economically dispose of large (bulky) items not appropriate for weekly trash pickup or disposal in trash bags. For more details about what can and can’t be disposed of at bulk trash, look for the recently mailed newsletter or check barretown.org.

- Green Up Day is Saturday, May 6, but feel free to start now if you'd like. Supplies, such as green trash bags and gloves, are available at the Town Manager's Office, 149 Websterville Road between 8:00 a.m. and 4:30 p.m., M-F. While picking up your supplies, you can also choose a stretch of road you would like to green up. And, because you'll be hungry doing all that green up, while you're at the Municipal Building, make sure to also pick up your free meal tickets for the BBQ lunch that will be served from 1:00 – 3:00 p.m. at the Barre Town Recreation Area.
- The Barre Town Open Meeting will be held on Wednesday, May 3 beginning at 7:30 p.m. at the Municipal Building, Selectboard Meeting Room. The Annual Election of Officers and Voting by Australian Ballot will be held on Tuesday, May 9 at the Barre Town Middle and Elementary School's Gymnasium. Early ballots for the Annual Election will be available no later than April 19th. In addition, voters will be asked, once again, to vote on a revised Barre Unified Union School District budget. Anybody who requested an early ballot for the March school vote will automatically be mailed an early ballot, those that didn't, but would like to for this election, should contact the Town Clerk's Office at 479-9391.
- The Vermont Homeowner Assistance Program (VHAP) has announced that its application portal will close after Monday, June 12, 2023. After that, getting assistance is more complicated. VHAP can provide financial assistance to pay overdue property taxes and local utilities bills. Many Vermonters have taken advantage of this program so if interested, reach out to the Vermont Housing Finance Agency.
- Chair Announcement: Chair White announced that when the Selectboard exited Executive Session at the end of last week's meeting, they voted to approve a Memorandum of Understanding with the Steelworkers Union representing the clerical staff in the Municipal Building. The MOU acknowledges the current labor contract is amended by adjusting the

wage schedule for the current contract year and the next contract year. The MOU also documents the Town and Union have agreed to a new one-year contract for July 1, 2024 to June 30, 2025.
- Mr. Mitchell announcement regarding Bulk Trash: Mr. Mitchell stated that roof shingles must be in a container (boxes, buckets, or bags). Please plan for efficient off-loading to avoid slowing down the service, if you arrive with loose shingles these will not be accepted, and you will be asked to wait until volunteers are able to help. Additionally, Mr. Mitchell noted the items that will not be accepted. For a list of those items visit:
https://cms2.revize.com/revize/townofbarre/departments/solid_waste/bulk_trash_collection.php

GUESTS: None.

RESOLUTION NO. 5-23 WENDELL F. PELKEY CITIZENSHIP AND SERVICE AWARD:

Background: Annually the Selectboard will award the Wendell F. Pelkey citizenship award to a resident who has demonstrated on-going commitment to the Town of Barre. The recipient will be announced and presented with the award at the Open Town Meeting on Wednesday, May 3, 2023.

On a motion by Norma Malone, seconded by Justin Bolduc, The Selectboard voted unanimously to adopt Resolution No. 5-23, the 2023 Wendell F. Pelkey Award which will be presented to the recipient at the Open Town Meeting on Wednesday, May 3, 2023.

RESOLUTION NO. 6-23

Background: Carl Rogers began his service to the Town of Barre thirty years ago on September 30, 1991. He has served the role of Town Manager for the past three decades overseeing all government operations and providing leadership, guidance and support to town officials and staff. His exceptional dedication to the Town of Barre and numerous contributions to municipal government will be missed.

On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to adopt Resolution No. 6-23, “A Resolution of the Town of Barre, Vermont on the Occasion of the Retirement of Town Manager Carl Rogers After 31 Years of Dedicated Service”.

Selectboard members read the resolution.

Additionally, Representative Francis “Topper” McFaun presented the Manager with a resolution passed by the Legislature. This resolution honored Mr. Rogers for his outstanding work in municipal public service. The resolution highlighted numerous achievements, and projects he has helped oversee over the years.

Mr. Rogers received a standing ovation from those who were present. Police Chief Dodge began the opening remarks by thanking Mr. Rogers on behalf of the Barre Town Police Department. He said he wanted to personally thank the Manager for taking a chance on him many years ago and for the dedication he has given to the Town of Barre.

Mr. Mitchell presented Mr. Rogers and Mr. Violette with a personalized framed photo while reminiscing about past times with the Manager. Mr. Blow stated the Manager has been a staple to the Town of Barre and the Selectboard could not have selected a better Town Manager 31 years ago.

Town staff, Town officials, and past employees spoke of the Manager’s dedication, hard work, leadership skills, guidance, achievements, and the countless hours he has devoted to the Town. Chair White said the Manager’s ability to offer guidance to staff and Town officials has been an asset to the Town. Mrs. Malone said she would like to thank Mr. Rogers’ family for the sacrifice they made over the years.

Mr. Rogers thanked those present. He shared that from the very beginning he felt Barre Town was doing things right. He said the Town continues to contribute a positive team quality. Mr. Rogers expressed his heartfelt thanks to his wife Kate for her generous help over the years whether it be typing, landscaping, or even BBQing for the Town.

QUARTERLY DEPARTMENT HEAD VISITS:

Finance Department:

Finance Director Katelyn Kran was present. Mrs. Kran stated the fiscal year ’21-’22 draft audit report is ready. She inquired about the Management Discussion Analysis document. This is not a required document but in the past this document has been part of the report. She asked the Board what their preference was this year. Board consensus is they would prefer to have the document included in the report.

Mrs. Kran presented her quarterly report. A summary of her presentation includes:

- Investing:
 - Reappraisal Funds: Mrs. Kran has spoke with Edward Jones regarding reinvesting these funds
- IT update:
 - New copier arriving Monday
 - The new computers that were on the replacement schedule have all been replaced
- ARPA update:
 - Annual reporting has been completed
- Highlights on financials:
 - Overall 80% of revenues have been collected (excluding ARPA and the final payment to BUUSD)
 - Spent 83% of budgeted expenditures
 - The General Fund federal revenue is the grant revenue on speed signs
 - Mrs. Kran noted currently the balance sheets don't balance, as the year-end entries have not been entered yet

Chair White inquired about the RFP's for the audit firm and ambulance billing company. Conversation focused on moving forward with both of these RFP's.

Recreation Department:

Recreation Director Johnny Crossley was present. Mr. Crossley stated he was thankful for the opportunity he has had to work with Town Manager Carl Rogers.

Mr. Crossley presented his quarterly report. A summary of his presentation includes:

- The seasonal crew has returned for the 2023 season
- Restrooms at the Rec Area have been opened for the season
- Baseball lighting project update:
 - Awaiting estimates from J.A. McDonald, Classen Cranes, and DeMagg Riggen

Mr. Crossley inquired about the amount of backfill that will be needed to install the poles and if this should be included in the quote. Additionally, he asked the Board if there was anything additional he should include when preparing the estimates. Mr. Bolduc noted the rebates for Efficiency Vermont.

- Travis Mercy Skatepark repairs
 - Charity motorcycle ride in August

Recreation events:

- Ice cream socials: Tuesday nights at 6:30 July 11th through August 15th
- Children Story walks hosted by Ian Gauthier
- Walk with the Dinosaurs
- First Responder Trivia Nights at East Barre Fire Station in June and July
- Barre Heritage Festival: the Rec Department will have a tent stand at the festival on July 29th
- Pickleball tournaments
- Green-Up Day / Volunteer Appreciation BBQ on May 6th
- Department "Head to Head" Blood Drive on Tuesday, May 23 at the East Barre Fire Station

Selectboard Minutes of April 25, 2023 Continued:

- Local Motion: This is a bike group out of Burlington that offers no cost bike safety to school-age children. Mr. Crossley noted he is in the process of applying for the “Bike Trailer”.

Mr. Crossley gave an update on the Community Forest Management Plan. Currently, he is in the process of writing the 2023 Community Forest Management Plan. Mr. Crossley stated he plans to have a draft document ready for the Committee’s next

meeting on May 8. The Committee will meet three times in May with the expectation of having the document completed by June 2.

Mrs. Malone noted Mr. Crossley’s positive energy and that his abilities are astonishing. Chair White stated that he has clearly proven the need for the Town Recreation Director position.

LIVESTREAMING:

Background: In mid-February, CVTV began to experience technical problems using Microsoft Teams video to livestream Selectboard meetings. CVTV missed a few meetings during that time because of the technical issues and the Town provided them with the recordings. While this process worked for broadcasting on the CVTV website and local access at a later date, it is a bit labor intensive on CVTV’s end. With this, the Town has been experimenting with the Zoom platform for the last six weeks. The purpose of this agenda item is to discuss whether to stay with Zoom, or to switch back to Microsoft Teams.

Tony Campos from CVTV was present. Mr. Campos explained that prior to covid, CVTV was broadcasting live from the Selectboard Meeting Room. The Board moved to the Microsoft Teams platform. Due to compatibility reasons, this platform does not work well for CVTV. Mr. Campos noted CVTV prefers the Zoom platform for broadcasting. If the Town chooses to stay with Microsoft Teams he will be unable to guarantee the Selectboard meetings will be broadcast live on cable access. Mr. Campos explained when broadcasting from Microsoft Teams and if access is lost the Town can send CVTV a link the following day for him to upload. Viewers will still be able to access the recording on Friday’s at 10:00 p.m., Saturday’s at 6:00 a.m., 9:00 a.m., or 12:00 p.m. on channel 194.

Mr. Violette shared the Zoom platform isn’t as convenient to schedule meetings. The Town is Microsoft based so Teams is overall easier for staff to use. Secondly, cost is another consideration. Microsoft Teams is included as part of the overall Microsoft license and Zoom will cost just under \$200 a year. Lastly, unless the Town pays an additional cost for a local phone number, Zoom does not offer a local phone number which means that if somebody were to call into a meeting as opposed to joining by video, and they do not have an unlimited long-distance plan, they could be subject to long distance fees.

Board consensus is to continue with the Microsoft Teams platform.

Mr. Campos noted the Recreation Directors presentation and how he would love the opportunity to meet with him to highlight the Recreation offerings in Barre Town. The Board thanked Mr. Campos for providing the information on the Zoom and Microsoft Teams platforms.

CONTRACTS:

Roadside mowing:

Background: This contract provides for mowing most roadsides once during June. The contract is for the fiscal year '22-'23. The budget is \$7,700. The Town has one contractor on the bidders list, therefore they published ads in the World, Times Argus, Caledonian Record, and Valley News. One bid was received, which is from Donnel Dexter. The bid is for \$7,600, plus \$95 per hour for extra mowing. Mr. Dexter has been mowing for five or more years and does a good job.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to award the 2023 roadside mowing contract to Donnel Dexter in the amount of \$7,600, plus \$95 per hour if extra mowing is needed.

Dust control:

Background: This contract is for the fiscal year '22-'23. We budgeted \$14,500 or \$1.10 per gallon for the service. Bidding specs were mailed to four companies. Two bids were submitted. All States Asphalt bid \$1.24 per gallon. The Gorman Group bid \$1.25 per gallon.

On a motion by Bob Nelson, seconded by Jack Mitchell, the Selectboard voted unanimously to award the 2023 dust control to All States Asphalt based on the per gallon price of \$1.24.

BUDGET BOOKLET LETTER:

Background: The budget booklet is a Town Charter requirement. It must be available 10 days before the election. Copies are made and distributed to local stores and posted to the website. The letter serves as discussion and analysis. Additionally, the booklet includes the Warnings for both the Open Town Meeting and the Annual Election. General Fund and Highway Fund budget summaries list totals for account groups for every department.

On a motion by Norma Malone, seconded by Bob Nelson, The Selectboard voted unanimously to approve the 2023 budget book letter.

Mrs. Malone gave a special thanks to Kate Rogers for her work on helping type the budget booklet. Town Manager Carl Rogers noted copies will be available this week.

ACCOUNTS PAYABLE:

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the accounts payable warrants for the week of April 25, 2023.

Mr. Bolduc inquired about the Rec Area water bill, noting the 500 cubic feet of water usage. Additionally, he said several Green Mountain Power bills had no usage. Cedar Street, Richardson Road, and Violette

Street should all have had usage. Mr. Rogers said some of these bills are getting solar credits and GMP is zeroing out the bills with credits.

Mr. Bolduc inquired about an invoice for the new Lieutenant's helmet. He said it was labeled K9. Mr. Violette explained "K9" is the call number for Barre Town.

MISCELLANEOUS:

Mr. Violette updated the Board on the following items:

- ICS 402:
 - Mr. Violette stated this is a requirement of the Local Emergency Management Plan (LEMP) and he is enrolling in the online course on May 11
- The police truck has been delivered to McGee's Ford
- The 2021 dump truck has been delivered to Allegiance with an August delivery date
- Munson is planning to return to finish the Websterville Waterline cleanup
- Front Porch Forum Post regarding Assistant Town Clerk Position
- Update on the water leak in entry way of the Municipal Building
- Wednesday, May 3 budget presentation after Open Town Meeting

Town Manager Carl Rogers thanked the Board for presenting him with the resolution, he noted how well they summarized his 30 plus years.

ROUND TABLE:

Jack Mitchell:

- Mr. Mitchell stated it will be very strange that his last meeting (next week) will not include Mr. Rogers. He noted that it has not registered that they are both leaving the Town.
- Mr. Mitchell stated he was reading Vermont History and the housing shortage stories in this book go back to the 1900's and this is not a new issue.
- Mr. Mitchell informed the Board that he will be coming to the Board meeting dressed differently next week.

Norma Malone:

- Mrs. Malone said she has a name for Tony Campo's video he would like to highlight on the Recreation Director, "Johnny on the spot".
- Mrs. Malone noted it will seem strange without her seatmate and without Mr. Mitchell. She commented it is going to be an adjustment for all.

Bob Nelson:

- Mr. Nelson recommended giving EMS Director Paul Ginther an 6-month extension to get his Vt license. Board consensus is to extend.
- Mr. Nelson thanked Mr. Rogers and said it has been an honor to work with him over the years.

Paul White:

- Chair White confirmed there will be no meeting on Tuesday, May 9 due to the Annual Election.

ADJOURN:

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to adjourn at 8:39 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 _____, 2023.

ATTEST: _____, Barre Town Clerk.