



BARRE TOWN SELECTBOARD MEETING
August 22, 2023

AGENDA

1. Call to order.....6:00 p.m.
2. Pledge of allegiance
3. Consider approving the agenda
4. Consider approving August 8, 2023 meeting minutes
5. Announcements
6. Receive guests for non-agenda items.
7. Discuss possibility of creating an Energy Committee
8. Consider applying for a Watershed Protection Grant
9. Consider approving Special Event Permit amendment (new date) for Rockfire and road closure
10. Consider approving the name of a new private road off School Road
11. Department report from Town Zoning Administrator/Planner
12. Consider authorizing a contract with Vanasse Hangen Bruslin, Inc. (VHB) for engineering services
13. Department report from Town Engineer
14. Consider awarding contract for **a)** Fall Bulk Trash roll-offs; **b)** Woodchipper
15. Consider setting Selectboard meeting schedule for the rest of this calendar year
16. Consider approving weekly accounts payable warrants for August 15 and August 22, 2023
17. Miscellaneous including licenses and permits, if any
18. Round the Table
19. Executive Session: Personnel and Contracts
20. Adjourn

MINUTES

The duly warned meeting of August 22, 2023 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, Bob Nelson, and Mike Gilbar.

Selectboard Members Absent: None.

Staff Members Present: Town Manager Chris Violette, Town Clerk Tina Lunt, Zoning Administrator/Planner Brandon Garbacik, and Town Engineer Josh Martineau.

Others Present: Times Argus Reporter Eric Blaisdell, Terry Reil, Cedric Sanborn, Alice Farrell, Art Bombardier, Scott Laurendeau, Carol Laurendeau, Jacqueline Tripp, Glenn Gingras, Danielle Gingras, Rebecca Smith, George Clain, David Ross, Dan Tillou, and Corrina Garbacik. Those present virtually: Amanda Copeland and Josh Howard.

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 Mike Gilbar, the Selectboard voted unanimously to approve the agenda as presented.

APPROVE THE MINUTES:

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the August 8, 2023 Selectboard meeting minutes with minor spelling and grammatical corrections.

ANNOUNCEMENTS:

- The lower portion of Holden Road will be closed indefinitely. A significant portion of the bank between the road and the river is gone, resulting in the road being destabilized and itself in danger of falling into the brook below. There is a significant amount of work needed just to assess what needs to be done to secure the bank and then even longer to fix it.
- Fall Bulk Trash collection will be held on Saturday, September 16th at the Public Works Garage. 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 look for the upcoming newsletter or check barretown.org.
- On September 1st, the new Barre Town Website will be launched. The new site brings a modern look and feel, has new features like quick links, e-notifications, interactive forms and much more. The new site is also mobile friendly, meaning information should be easily accessible on a cell phone. We are also reaching out to residents in hopes of finding interesting or scenic pictures from around Town that we may possibly include on the site. Photos can be emailed to the Town Clerk at tlunt@barretown.org.
- The VT 110 bridge replacement project continues. The flooding that occurred in July has delayed the project by at least two weeks meaning that the road closure will extend into the first part of September.

GUESTS: None.

CREATION OF ENERGY COMMITTEE:

Background: For quite some time now, the Planning Commission has been discussing the potential formation of an Energy Committee in Barre Town. The Planning Commission has developed a Charge and would like to present their recommendation that an Energy Committee be formed.

Several members of the Planning Commission were present. Planning Commission Chair Cedric Sanborn gave a brief presentation of the Planning Commission's recommendation that the Selectboard appoint an Energy Committee in accordance with Policy A-1.4 of the Pathways and Implementation Actions outlined

in the Town of Barre Energy Plan. Mr. Sanborn stated the Energy Committee would remain in an advisory role while all decisions would be made by the Selectboard. Additionally, Mr. Sanborn said the Planning Commission is recommending a narrow focus for the Committee's Charge. He noted a five-member Committee would be appropriate, which would include one member from the Planning Commission. Mr. Sanborn suggested it would be beneficial to have someone with grant writing experience as a member of the Energy Committee.

The Energy Committee would focus on reviewing and keeping up to date with State energy policies and regulations, research grant opportunities to increase energy efficiency for Town facilities and infrastructure and implement community outreach for residents and businesses.

Mr. Bolduc shared concerns about the level of staff support that would be needed. Additional concerns were shared regarding the ability to staff another Town committee and the redundancy in programming. Town Manager Chris Violette said he believes there is a benefit to having an Energy Committee, however, staffing is also one of his concerns.

Mrs. Malone suggested the idea of the Energy Committee being a sub-committee of the Planning Commission. Additionally, Chair White suggested merging the Housing Advisory Committee with the Energy Committee. Board members commented that the Housing Advisory Committee has not met for some time. In closing, Board consensus is they have no objection to creating an Energy Committee, however, further discussion must take place regarding Town committees in general and how to move forward.

EMERGENCY WATERSHED PROTECTION GRANT SPONSORSHIP REQUEST:

Background: Recently the Town Manager was contacted by a resident of lower Sterling Hill about needing help with damage caused by the brook that parallels Sterling Hill Road. Gravel and other sediment has piled up on several properties and the brook channel was filled, relocating itself through backyards of several property owners. In addition, several properties had significant erosion that washed away parts of yards. Since the first resident contacted the Manager, he has had several others reach out seeking help. Additionally, 749 East Barre Road was impacted by a severe landslide and Barre Town property next to the Dugout may need attention, and Honey Brook's channel was filled with gravel and sediment and created a new course as well.

A potential funding source to mitigate these sites is a grant from the United States Department of Agriculture (USDA) called Emergency Watershed Protection Program. This grant, if funded, will provide 75% of the funding needed to mitigate issues related to debris-clogged waterways, unstable streambanks, severe erosion, etc. Private landowners are eligible for funding, but there must be a legal subdivision of the State willing to sponsor the project. The Town is essentially being asked to sponsor a grant application for Sterling Hill, and if successful, potentially be responsible for the other 25% of the project cost. Requests for assistance are due by the middle of September.

Those present to speak: Rebecca Smith (26 Sterling Hill Road), Scott & Carol Laurendeau (28 Sterling Hill Road), Jacqueline Tripp (10 Howard Street), Dan Tillou (9 Cedar Lane), Glenn & Danielle Gingras (6 Howard Street), Corrina Garbacik (20 Sterling Hill). Those present virtually: Amanda Copeland (38 Sterling Hill).

Residents shared details and pictures on how the storm impacted their properties. The heavy rain and flood caused new waterways from the brook, erosion damage to backyards, sediment pile ups, and destruction to gardens, fences, and more. The brook channel was filled, which relocated itself through backyards of several property owners, due to this many have lost a good portion of their property. The residents requested the Town sponsor the Emergency Watershed Protection Program grant to help restore their property damage. The hope is this grant will help make these effected areas more resilient to damage in the future.

Mr. Nelson shared that he is concerned what the recommendations will be from ANR river management. ANR does not encourage changing a brook or river path when it changes course. Mr. Violette stated this is not practical for the Sterling Hill residents. Mr. Nelson suggested that the Town contact someone from ANR to evaluate the properties that were impacted. Assessments of the property will take place once the grant request has been made. Additionally, Mr. Bolduc shared concerns around the Emergency Watershed Protection Program grant sponsor obligations.

Residents commented that they were pleased with the Town's cleanup efforts in 2011 and asked what could be done if the grant was not funded. Chair White said this was not something that he could answer at this time. Due to the relocation of the brook this is a much different situation that must be assessed by engineers.

Board consensus is for the property owners to contact the USDA Service Center to make the request to begin the grant process, and in addition ask questions regarding the sponsor obligations.

ROCKFIRE SPECIAL EVENT PERMIT AMENDMENT:

Background: The Rockfire event planned for June 24th was cancelled due to inclement weather. A Special Event Permit was issued at the June 13th Selectboard meeting which also included a motion to close Littlejohn Road between Sabetto Street and Waterman Street from 5:30 p.m. to midnight. The event has been rescheduled for Saturday, September 16.

On a motion by Chair White, seconded by Norma Malone, the Selectboard voted to authorize the Town Clerk to amend a Special Event Permit approved on June 13th for the Rockfire event to be held on September 16, 2023 with the following conditions: Bob Nelson abstained.

- a) *The organizers will immediately notify the affected residents of the Littlejohn Road closure about the event and the road closure and provide them with something that will allow them to pass any Littlejohn closure;*
- b) *Sky lanterns are not permitted;*
- c) *All luminaries are to be removed within 48-hours;*
- d) *All ashes, charred wood and unused firewood shall be removed from the campfire areas within 72-hours;*
- e) *The \$500 deposit is waived;*
- f) *A certificate of insurance, listing the Town of Barre as an additional insured be provided prior to the event;*
- g) *A fireworks permit is obtained.*

On a motion by Norma Malone, seconded by Mike Gilbar, the Selectboard voted to close Littlejohn Road between Sabetto Street and Waterman Street on Saturday, September 16, 2023 from 5:30 p.m. to midnight per Title 23, Section 1010 of the Vermont State Statutes. Bob Nelson abstained.

PRIVATE ROAD NAME REQUEST:

Background: Several years ago, a three-lot subdivision was approved off School Road that created a three-way shared driveway. Two of those lots were developed over the last few years and have School Road E-911 addresses. It has been known that once the third lot was developed, the driveway would have to become

a private road and named. The third lot was permitted in May and Town Zoning Administrator/Planner Brandon Garbacik reached out to the property owners and suggested that they come up with a name for the private road. The three have requested the name “Richards Farm Lane” which has historical value.

Town Zoning Administrator/Planner Brandon Garbacik was present. Mr. Garbacik offered two alternate names and shared his discussions with Vermont E-911.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to name the private driveway serving 356, 358, and 360 School Road as a private road called “Richards Farm Lane”.

ZONING ADMINISTRATOR/PLANNER DEPARTMENT REPORT:

Background: Zoning Administrator/Planner Brandon Garbacik will present a brief report on activities within the Planning and Zoning Department as well as the Development Review Board and Planning Commission.

Mr. Garbacik gave a report on the Planning & Zoning Office from the period of April 1 to June 30. Additionally, he updated the Board on the statistics for fiscal year ‘22-‘23 and current happenings within the Planning & Zoning Office. A brief summary of his presentation is below:

Planning & Zoning Office:

- 51 Building Permits were issued from April 1 – June 30
 - 9 single family dwellings
 - 2 Change of Use Permits
- FY ‘22-‘23 statistics:
 - 115 permits were issued (128 previous year)
 - 19 dwellings (36 less from previous year)
 - 5 Change of Use Permits
- Act 47 update: the update included changes that took effect July 1, 2023 and those to come. Mr. Garbacik provided a document to the Board that outlined the provisions.

Mr. Garbacik presented a brief report of the Development Review Board and Planning Commission activities from May through July. The summary is noted below:

Development Review Board:

- A 19’ height variance was requested for a monitor barn at 211 Airport Road and was denied in May. In June, Lajeunesse Construction appeal to denial was successfully appealed. Ultimately, engineers argued standard measurements were met within the zoning bylaws with gable style roof dimensions.
- 53 Brook Street: Conditional Use Permit with continuation to July meeting. This application was withdrawn due to Act 47.
- 130 Mill Street: Conditional Use Permit and 6’ variance of side setback with added use of fast-food restaurant. Continuation to September meeting, pending survey of property.
- JDJ Development: Revise subdivision approval to merge three lots off Rudd Farm Drive & Olivia Drive was approved.
- 241 School Road: Conditional Use Permit continuation to August and approved at August meeting for conversion of existing barn into a community center/recreation facility.

Planning Commission:

- Allowed Use:
 - 127 Birchwood Park Drive: approved for woodshop/storage area
 - 540 Upper Prospect Street: approved for Lavallee / Millstone Nature Center
 - 151 Nichols Road: approved multiple curb-cut request
- Welcomed new member Rodney Morin in July
- Discussions on how to implement Act 47 into bylaws
- Discussions on village center designations in the Town of Barre
- Discussions around how the height of structures are determined within the Town

VANASSE HANGEN BRUSLIN, INC. CONTRACT PROPOSAL:

Background: As reported a few weeks ago, Town Engineer Josh Martineau reached out to Vanasse Hangen Bruslin, Inc. (VHB) an Engineering firm out of South Burlington requesting that they review the five municipally owned sites (Holden Road, Camp Street, East Cobble Hill, South Barre Bike Path, and Wildersburg sewer line) that were impacted by the July rain event. VHB reviewed the sites with the Town Engineer and subsequently put together a proposal that provides engineering support to “assist in the development of flood disaster redevelopment plan to FEMA.” VHB will provide a damage assessment, prepare recommended design packages, and provide construction estimates. VHB estimates their work to be completed by this fall. VHB’s proposal is \$40,011. The cost should be eligible for FEMA reimbursement.

Town Engineer Josh Martineau was present.

A brief discussion regarding the timeline of the work took place. Mr. Martineau confirmed that the work to be completed is very critical and the Town would be looking at completion next summer.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to authorize the Town Manager to sign the contract with Vanasse Hangen Bruslin, Inc. of South Burlington, VT in the amount of \$40,011 for engineering service to assist with redevelopment plans for five municipal sites impacted by the July rainstorm.

TOWN ENGINEER DEPARTMENT REPORT:

Background: Town Engineer Josh Martineau will provide a brief report about DPW activities over the last few months.

Mr. Martineau updated the Board on the following:

- TSAC update:
 - Committee nominations for Chairman (Dave Freeman) and Vice Chairman (Brett Meyer) were held in July.
 - LePage Road yield sign discussion took place. A public hearing was held, and this request will come before the Selectboard.
 - Countryside Circle: request for “children at play” sign was denied.
 - Speed study request on Waterman Street. This was not completed due to staffing with AOT.
 - Cummings Road speed complaint: request to reduce speed to 25. The Committee has interest in extending Windy Wood to 35mph all the way to the Town line.
 - No outlet for Henry Street was granted.

Selectboard Minutes of August 22, 2023 Continued:

- Farwell Street request for speed bumps was denied.
- Blind drive on Farwell was granted.
- Stop ahead on Nichols Road was requested. The Committee suggested double gating the stop signs as well.
- East Cobble Hill Road for 35mph sign coming off Taplin and Partridge.

- DPW
 - Websterville waterline project was completed in April. The total cost was \$406,000. The original contracted price was \$555,000.
 - Wilson Industrial Park waterline project was completed in May. The total cost was \$333,000. The original contracted price was \$374,000.
 - DPW stormwater project was completed in June. The total cost was \$98,844. The original contracted price was \$101,468.
 - 110 Bridge: The new closure end date is September 8. Mr. Martineau stated the Town's waterline project should have started today.
 - Extra grading work has been completed on Old 302 due to the 110 bridge closure.
 - Paving/milling update: Mr. Martineau shared that he is anticipating that Pike may push the reclaiming on Richardson Road and Plainfield Brook Road off to spring due to weather.
 - Stormwater projects update: these are still in the design phase. Valley View Circle residents are invited to a meeting on September 6. Wildersburg will add capacity to the current design after the impact of the flood.

Town Engineer Josh Martineau gave an update on the storm damage caused by the July heavy rains and flood. A summary is below:

- There are a total of 70 locations that need repair. Out of these 70 locations there are the "Big 5" that were significantly impacted.
- "Big 5" (Holden Road, Camp Street, Bike Path, Wildersburg sewer line, and East Cobble Hill). Out of these, Holden Road is currently the only one that is still closed. Camp Street is currently open to one lane traffic.
- Many roads will need to be repaired by a paving contractor. The Town is planning to get these out to bid ASAP.
- Current statistics:
 - \$301,000 has been spent on all temporary fixes. This includes 2836 total man hours, staffing hours, equipment costs, material costs, and admin costs.
 - Mr. Martineau has estimated it to cost \$400,000 more to complete the "Big 5" for temporary repairs.
 - Mr. Martineau estimates the cost to repair the "Big 5" is \$2.4 million for final repairs.
 - Mr. Martineau estimates the total repair cost from the impact of the storm to be \$3.5 million.

Pictures were shared of the "Big 5", the heaviest impacted locations due to the flood. Mr. Martineau gave a brief explanation of the current condition of each location.

Mr. Martineau praised the DPW staff, including his interns, for all their work over the last couple of months. Board members echoed his comments followed by commending the Town Engineer and the Town staff for their dedication and work with flood recovery.

CONTRACTS:

Fall Bulk Trash Roll-Off's

Background: The bid requests for the Fall Bulk Trash roll-off containers were sent out to five companies on August 7 and due on August 18. One bid was received from Casella Waste System in the amount of \$230 per ton which is the same as the spring rate and \$3 more per ton than last fall. Casella has been the supplier of the Town's dumpsters for Bulk Trash for many years and has done good work.

On a motion by Bob Nelson, seconded by Mike Gilbar, the Selectboard voted unanimously to award the Fall Bulk Trash roll-off containers to Casella Waste Systems of Berlin, VT for the bid price of \$230.00 per ton for the removal and disposal of waste collected as part of the event.

Woodchipper

Background: During budget discussion last winter, Mr. Jack Mitchell was finally successful in getting a woodchipper included in the budget. Shop Foreman Mike Martel put together a specification which was mailed to five companies asking for bids that were due on August 15. Only one bid, in the amount of \$41,515 was received from Champlain Valley Equipment of Berlin, VT for a 2023 "Bandit Utility Chipper". The bid meets the Town's specifications. Delivery is expected in late November. The budgeted amount for this item is \$38,575.

On a motion by Justin Bolduc, seconded by Mike Gilbar, the Selectboard voted unanimously to award the purchase of a Bandit Utility Chipper to Champlain Valley Equipment of Berlin, VT in the amount of \$41,515.

MEETING SCHEDULE:

Background: In May during the Selectboard reorganizational meeting, the Board set the Selectboard schedule through the end of August. This item is on the agenda to discuss a future meeting schedule for the remainder of the calendar year.

Discussion began as the Board discussed the idea of continuing bi-weekly meetings. After a brief discussion, Board consensus is to meet on a weekly basis other than the following dates: August 29, October 3, November 7, and December 26. The Board will discuss the meeting schedule once again at the first of the year.

ACCOUNTS PAYABLE:

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted to approve the accounts payable warrants for the week of August 15 and August 22, 2023 for FY'23 and FY'24. Bob Nelson abstained.

MISCELLANEOUS:

Town Manager Chris Violette updated the Board on the following items:

- Mr. Violette shared that the FY 24' police cruiser was delivered today. They are still waiting on many of the parts due to delays.

ROUND TABLE:

Mike Gilbar:

Selectboard Minutes of August 22, 2023 Continued:

- Mr. Gilbar shared that the Cemetery Commission is meeting tomorrow evening. He has reached out to the Chair of the Committee to see if they are interested in being the designated volunteer group for the Bulk Trash event.
- Mr. Gilbar said that a bulk trash meeting took place today to start the preparations for bulk trash day.
- Mr. Gilbar inquired about Barre Town residents who are on city water. City water customers are still experiencing brown water. The water has been tested and claimed to be safe. A discussion took place regarding the possibility of other forms of communication the city could offer to Barre Town residents as far as notification regarding this.
- Mr. Gilbar requested and updated ARPA list from the Finance Office. Mr. Violette stated he will get a new copy out to Board members.

Justin Bolduc:

- Mr. Bolduc shared an update on the baseball field poles. The supply vendor called and the poles are in treatment and are 3-4 weeks out from delivery. The Town needs to plan where the poles will be unloaded. Lights, contractors, and poles are all confirmed at this point. Mr. Bolduc noted the fields are not dry, and a future conversation with the Town Engineer will be needed regarding the installation of the poles.

EXECUTIVE SESSION:

On a motion by Justin Bolduc, seconded by Norma Malone, 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 Justin Bolduc, seconded by Norma Malone, the Selectboard voted unanimously to go into executive session at 9:16 p.m. for personnel and contracts with possible action.

On a motion by Bob Nelson seconded by Justin Bolduc, the Selectboard voted unanimously to exit executive session at 10:06 p.m.

ACTION:

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to negotiate the compensation package for the Interim EMS Director as discussed.

ADJOURN:

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to adjourn at 10:08 p.m.

APPROVED MINUTES

Barre Town Selectboard

Paul White, Chair

Justin Bolduc, Vice Chair

Selectboard Minutes of August 22, 2023 Continued:
Norma Malone

Mike Gilbar

Bob Nelson

Filed in the Barre Town Clerk's Office on this _____ day of _____, 2023.

ATTEST: _____, Barre Town Clerk.