



Town of Barre VERMONT

BARRE TOWN SELECTBOARD MEETING January 17, 2023

AGENDA

1. Call to order.....6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda
4. Consider approving January 10, 2023 meeting minutes
5. Announcements
6. Receive guests for non-agenda items.
7. Department head quarterly visit: Police Chief
8. Presentation of building plan services
9. Consider approving permitted truck routes
10. Consider approving vacant lots in stormwater capacity calculations
11. Discuss plans for Budget Committee meetings
12. Consider approving weekly accounts payable warrants for January 17, 2023
13. Miscellaneous, including licenses and permits if any
14. Round the table
15. Executive session, if needed
16. Adjourn

MINUTES

The duly warned meeting of January 17, 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 W. John “Jack” Mitchell.

Selectboard Members Absent: None.

Staff Members Present: Town Manager Carl Rogers, Assistant Town Manager Chris Violette, Town Clerk Tina Lunt, and Police Chief William Dodge.

Others Present: Those attending virtually: Shawn Brennan, Josh Howard, and Kathryn Dodge.

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 January 10, 2023 meeting minutes with minor spelling and grammatical corrections.

ANNOUNCEMENTS:

- There is an open position on the Barre Town Planning Commission and letters, or emails of interest are being accepted from Barre Town residents. The Planning Commission meets monthly (third Wednesday of the month) and is responsible for recommending Zoning Bylaw amendments to the Selectboard, Town Plan and other land use related plans. The commission also monitors other activities of interest happening in Town such as renewable energy projects. See the front page of the Town website for more information or call 802-479-9331.
- The Barre Town Budget Committee will begin reviewing proposed FY 2023-2024 budgets on Tuesday, January 31, 2023 beginning at 6:00 p.m. The Budget Committee is made up of 10 residents, 5 appointed just for this purpose, and 5 Selectboard members. This begins a two-month process culminating in a budget that will be voted on May 9th. These meetings are held at the municipal building and are open to the public to attend in person or remotely. Posted agenda will provide remote links and information.
- Dog licensing renewal information have been mailed out. State law requires that you license your dog before April 1 each year. If your dog hasn't been licensed before in Barre Town and is at least 6 months old, it also must be licensed by the Town Clerk. It is important to know that to license your dog, there must be a valid rabies certificate on file with the Town Clerk or you must provide one with your renewal. Dogs licensed after April 1 are subject to higher fees.
- The Barre Town Police Department is accepting applications for both full-time and per diem officers. Law enforcement certification is not needed to apply. If interested in an exciting career or part-time job, call the Police Department at 802-479-0509. After talking to the Police Chief, ride a-longs with on-duty officers can be arranged.
- Chair Announcement: During last week's Selectboard meeting after executive session the following two action items were taken:
 - The Selectboard authorized the Town Manager to sign a document entitled "Consent Regarding License to Sell Real Estate and Plan Liquidation, Administration and Termination" related to the Trust Estate of Amos C. King.
 - The Selectboard approved non-union employee wage adjustment as discussed.

GUESTS: None.

DEPARTMENT HEAD VISITS:

Background: The Police Chief will share his quarterly report.

Police Department

Selectboard Minutes of January 17, 2023 Continued:
Chief William Dodge was present.

Chief Dodge stated he was asked by a special young lady (his daughter Kathryn Dodge) to bring a policy decision request for the Police Department to the Selectboard's attention. Chief Dodge read the request to the Selectboard. The request was for a Spirit Week, which included things such as a pajama day and bring your kids to work day. Chair White noted the Board will thoroughly give it consideration.

A summary of the Chief's presentation includes:

- Training:
 - Chief Dodge & Officer De Prato attended K-9 training, this included re-certification in narcotics
 - All officers are recertified in respective instructor disciplines
 - First Aid/CPR: upcoming
 - Advance roadside impairment: all police officers have completed
 - Drug Recognition Expert: Chair White inquired if the Barre Town Police Department has any officers interested in this training
- Staffing
 - Officer Hook has extended his leave of absence
 - One per-diem officer will be going to the level 2 academy in March
 - Two full time applications have been received
- School Resource Officer
 - 164.5 hours were worked this quarter
 - Chief Dodge attended lockdown and evacuation drills at BTMES
 - Open house event to hand out Halloween materials
- 7 deployments with K-9
- Highway Safety Grant:
 - 8 hours DUI patrol work
 - Two new solar powered speed signs have been purchased
 - Participation in the Holiday DUI Enforcement Campaign
- Awarded \$10,000 grant from National Life to purchase 3 laptops for police vehicles
- Truck update: February delivery
- Stat's update:
 - 1653 calls this quarter
 - Over 7,000 calls for the year. This was the first time the department has exceeded 7,000 calls.

Mrs. Malone inquired about the modified schedule that the Chief had previously implemented. Chief Dodge stated they are still operating under this schedule, and it continues to allow 24-7 coverage.

A brief discussion regarding Thunder Road and the SRX race that will be coming to Town on July 20. Chief Dodge will be working with Thunder Road representatives in February to go over the details.

Board members shared their appreciation for Chief Dodge and his staff.

5-YEAR BUILDING PLAN PROCESS:

Selectboard Minutes of January 17, 2023 Continued:

Background: Shawn Brennan of Freeman, French, Freeman Architects will describe how his firm could provide services to help enhance the Town's 5-year building plan process currently used. Additionally, they would help with a strategic long-term plan.

Mr. Bolduc began the discussion. He stated that in December when the Board was adopting the Building Plan he thought of this idea. The Town had utilized an engineer to develop the 5-Year Road Plan. Mr. Bolduc suggested use of a firm to help with the 5-Year Building Plan. He suggested having a conversation with Freeman, French, Freeman Architects to see how their services could be implemented and how this might be beneficial to the Town.

Shawn Brennan of Freeman, French, Freeman Architects was present virtually. Mr. Brennan stated they work with companies on implementing and provide assessments and implementation. The assessments give the tools to prioritize what is needed for budgeting purposes. Mr. Brennan explained the first step in the process is a Facilities Condition Assessment. The Facilities Condition Assessment will address the functional needs, upgrade needs, and performance needs of the facilities. This will help prioritize items based on their level of working ability. The data is collected in a spreadsheet or database. This information is then analyzed, allowing you to know what to plan for over the years. Mr. Brennan noted this systematic approach will help understand the value of the assets.

Board members asked questions around the process, timeline, and cost of the assessment. Mr. Brennan noted the price range varies, however, for larger building they charge by square footage. The fee is \$0.12 - \$0.14 cents per square foot. Mr. Brennan stated in general the project can take a couple months to complete.

The Board thanked Mr. Brennan for his presentation.

Discussion continued as Board members discussed the current 5-Year Building Plan process. Mr. Violette noted if the Town could find someone to manage the plan and then implement the work it would be beneficial for the Town. Board members discussed where the funds would come from to hire a firm to start the process.

In conclusion, the Board asked staff to compile the square footage of the facilities that would need to be assessed.

2023 PERMITTED TRUCK ROUTES:

Background: This is an annual item. The standard weight limit on Town roads is 24,000 pounds. Towns have the authority to designate roads as LASH (Legal Limit Same As State Highways), 66,000 pounds. Barre Town has designated parts of or all of six roads as LASH roads. Overweight permits are not needed to drive trucks on these roads.

The Selectboard was provided a list of the permitted roads.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to approve the amended list of permitted roads as shown on the 2022-2023 permit form again for the 2023-2024 permit form.

Mr. Mitchell inquired about trucks turning on Gregoire Road. Mr. Rogers noted this could be added to the list of not allowed roads.

SUBDIVISION STORMWATER CALCULATIONS:

Background: During last week’s meeting Andres Torizzo President of Watershed Consulting Associates talked about the engineering that must be done to propose stormwater treatment acceptable to the State. One of the first factors to consider is the amount of the impervious area. Mr. Torizzo advised if the calculation of impervious area included only existing development, when someone builds on a lot that presently is vacant, the owner would have to treat stormwater on their lot. However, the impervious area calculations can assume build out of the subdivisions.

The Board was provided with the number of vacant lots in the subdivisions.

Mr. Rogers stated as a result of last week’s presentation Chris Violette checked on the vacant lots in the subdivisions. If the Board authorizes, the Town will include these calculations in the impervious area so the property owners do not need to treat for stormwater.

On a motion by Justin Bolduc, seconded by Jack Mitchell, the Selectboard voted unanimously to authorize Watershed Consulting Associates to include any vacant building lots in its impervious area calculations for the above named subdivisions.

BUDGET COMMITTEE MEETINGS:

Background: Five citizens members have been appointed to the FY 2023-2024 Budget Committee. In years past the committee has met from 6:00 – 8:00 p.m. This agenda item is to discuss the details regarding the time of the Budget Committee meetings and what the preference of the Board is for the meeting location room.

Board consensus is the Budget Committee will meet from 6:00 p.m. – 8:00 pm. Board preference is to meet in the downstairs conference room.

Mr. Mitchell suggested when the Committee holds double sessions that there is a cutoff time of 9:30 p.m. Chair White noted this is an item the Budget Committee will need to discuss. Additionally, Mr. Mitchell recommend reminding the new Committee members that the Board follows the Roberts Rules of Order.

ACCOUNTS PAYABLE:

On a motion by Justin Bolduc, seconded by Jack Mitchell, the Selectboard voted to approve the accounts payable warrants for the week of January 17, 2023. Bob Nelson abstained

MISCELLANEOUS: None

ROUND TABLE:

Jack Mitchell:

- Mr. Mitchell stated he has concerns with the current legislature. He suggested asking our State Representatives to come in to speak to the Board.
- Mr. Mitchell asked about the DPW Yard stormwater project and if this will conflict with the bulk trash event on May 13. Mr. Rogers confirmed it should not be an issue.
- Mr. Mitchell thanked the DPW crews for their work on the water main break.

Justin Bolduc:

- Mr. Bolduc inquired about the East Barre water main breaks. Mr. Rogers noted these were located at the very end of Mill Street and the cross-country line of East Barre. Both breaks happened over the weekend. Town Engineer Josh Martineau suspected that the closing of the valves of the first caused the second break. Some customers were not affected due to elevation.

Paul White:

- Chair White noted that Mr. Nelson will not be present at the January 24 and February 21 Board meetings. Additionally, Chair White will not be in attendance at the February 14 meeting.

ADJOURN:

On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to adjourn at 7:53 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.