



# Town of Barre VERMONT

## BARRE TOWN SELECTBOARD MEETING January 31, 2023

### AGENDA

1. Call to order.....8:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda
4. Consider approving January 24, 2023 meeting minutes
5. Announcements
6. Receive guests for non-agenda items.
7. Consider adopting Resolution No. 2-23 regarding the State Revolving Loan Fund loan for Wilson Industrial Park waterline
8. Consider approving and authorizing the Chairman and the Treasurer to sign documents associated with the W.I.P. waterline loan
9. Consider awarding contract for purchase of tire chains
10. Consider rejecting bid for snowplow blades and shoes
11. Discuss possible Town Charter amendments: a) BCA’s re-organization meeting; b) elected auditors’ duties
12. Discuss filling the Constable position
13. Consider approving weekly accounts payable warrants for January 31, 2023
14. Miscellaneous, including licenses and permits if any
15. ‘Round the table
16. Executive session: contract and labor contract
17. Adjourn

### MINUTES

The duly warned meeting of January 31, 2023 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 8:00 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, and Town Clerk Tina Lunt.

**Others Present:** Times Argus Reporter Eric Blaisdell.

**CALL TO ORDER:** Chair White called the meeting to order at 8:00 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 Justin Bolduc, the Selectboard voted to approve the January 24, 2023 meeting minutes with minor spelling and grammatical corrections. Bob Nelson abstained.*

**ANNOUNCEMENTS:**

- The Barre Town Budget Committee held their first meeting tonight, January 31. They will meet every Tuesday night until the end of March beginning at 6:00 p.m. These meetings are held at the municipal building and are open to the public, in person or remotely. Posted agendas at various locations around Town and barretown.org, provide remote login details.
- Because of Budget Committee meetings, Selectboard regular meetings now begin at 8:00 p.m.
- The next quarterly installment of property taxes and the second semi-annual sewer payment are due February 15<sup>th</sup>.
- Dog license renewals are due before April 1<sup>st</sup>. If your dog has been licensed before in Barre Town, you should have received a renewal notification. If your dog hasn't been licensed before in Barre Town and is at least 6 months old, it must be licensed by the Town Clerk before April 1<sup>st</sup>. A valid rabies certificate must be on file or provided with the renewal or new license. Contact the Town Clerk's Office for more information at 802-479-9391. If your dog needs a rabies vaccination before licensing, the Barre Town Fire Department will be hosting their annual rabies clinic on Saturday, March 11, 2023 at the Public Works Garage. Stay tuned for more information.
- We are currently recruiting for two full-time positions including a Zoning Administrator/Municipal Planner and a Public Works person. More information about these positions and how to apply can be found at barretown.org.

**GUESTS: None**

**RESOLUTION NO. 2-23:**

Background: This resolution is for the closing of the Wilson Industrial Park waterline loan. The loan is a State Revolving Loan Fund. The State Revolving Loan Fund loans are run through the Vermont Municipal Bond Bank for executing the loan documents and for collections.

The Board was provided with a loan payment schedule and documents to be signed.

Town Manager Carl Rogers stated over a year ago the Town was approved for this loan, however, it has taken time for all of the paperwork to be finalized.

***On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted unanimously to adopt Resolution No. 2-23 of the Town of Barre.***

**WILSON INDUSTRIAL PARK WATERLINE LOAN:**

Background: The Wilson Industrial Park waterline State Revolving Loan amount is up to \$450,000 with 75% forgivable. The interest rate is 0%, but a State Administrative Fee is 2.0% per year. The loan term is 30-years, payable in advance. The loan is to be re-paid from the sale of Wilson Industrial lot proceeds.

***On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to authorize the Chairman of the Selectboard and the Town Treasurer to sign the Wilson Industrial Park waterline loan RF3-445-3.0, the General Obligation Bond and the Certificate of Registration.***

**TIRE CHAIN CONTRACT:**

Background: The current year Equipment Fund budget includes \$17,000 for tire chains. The Town went out to bid for five tire chain parts. Bidding specifications were sent to nine (9) bidders. The Town received bids from McLeod's (\$21,600) and B-B Chain (\$27,110). McLeod's offered the lower price for all five parts. The specifications state the Town reserves the right to adjust the quantity ordered.

Town Manager Carl Rogers stated that Shop Foreman Mike Martel suggests adjustments in quantity of two items to bring the total order to \$17,010.60.

***On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to award the 2023 tire chain contract to McLeod's based on their unit price bids.***

Mr. Mitchell noted he was glad to see that McLeod's was able to meet the bidding specifications.

**PLOW BLADES AND SHOES CONTRACT:**

Background: The Equipment Fund has \$9,500 to purchase blades and shoes. Bidding specifications were sent to ten (10) companies. One bid was returned. Winter Equipment's bid was for two of the three items on the bid form. The bid appears to be an alternative to the Town's specifications. Winter Equipment's bid totals \$4,821.30, but states freight charges will be added, unless we place a minimum order of \$6,000.

Shop Foreman Mike Martel suggests the Town rejects the bid. He recommends calling the other suppliers and purchasing items from those with the best prices and those that can deliver with an acceptable timeframe.

***On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to reject Winter Equipment's bid for blades and shoes.***

**CHARTER AMENDMENTS:**

Background: During the last Selectboard meeting it was mentioned that two Charter details needed attention. Justices of the Peace are the majority of the Board of Civil Authority (BCA). In accordance with State law, their terms start the first February after their bi-annual election. The Barre Town Charter states the BCA Board will elect a Chair from among its members at the first meeting after the annual Town election. The person elected as Chair at a meeting in May or June might not be re-elected as a Justice of Peace in November. Additionally, language around the Auditors needs to be revisited in Section 12 of the Charter.

Regarding the BCA Charter amendment, Town Manager Carl Rogers recommends adding in language to include that a Vice Chair also be elected. Additionally, Mrs. Malone recommends rather than establishing a specific date to elect a Chair and Vice Chair the language should state a specific window of time. Board consensus is for the language to state the BCA will elect a Chair and Vice Chair at the first meeting on or after February 1<sup>st</sup>.

According to V.S.A Title 24 Appendix, Subchapter 003 § 101-10, the Office of Auditor may be abolished and replaced by an annual financial audit of all funds of the Town by a public accountant licensed in Vermont, provide the voters authorize the actions at any annual or special Town meeting.

Board members discussed the educational piece that would need to be addressed should the Town decide to move forward with this Charter change. Mr. Mitchell shared many towns are using a professional auditing firm these days.

Board consensus is to gather input from the current auditors. Town Manager Carl Rogers will reach out to Town Auditor Charlie Woodhams to see if he is available to speak with the Selectboard next week.

**CONSTABLE POSITION:**

Background: Last May voters approved a Charter amendment eliminating the election of a Constable and replacing it with an appointed seat. If the Charter amendment is adopted by the Legislature and signed by the Governor, in May the Selectboard will have to appoint a Town Constable.

Chair White stated the majority of Vermont town Constables additionally serve as the Delinquent Tax Collector. He suggested the Board have a conversation around this idea. Mrs. Malone shared she does not favor this idea, due to the two different skill sets involved. Conversation continued as Board members discussed the Constable duties. Mr. Rogers shared in the past the Constable has helped with traffic on election day and has additionally supported the Board of Health.

In the past, a police officer served as the Town's Constable, however, there are currently no officers who are interested in the Constable position. Mr. Rogers stated he will follow back up with Chief Dodge regarding this matter.

Board consensus is further discussion is needed on this agenda item.

**ACCOUNTS PAYABLE:**

*On a motion by Norma Malone, seconded by Jack Mitchell, the Selectboard voted unanimously to approve the accounts payable warrants for the week of January 31, 2023.*

**MISCELLANEOUS:**

Clerk Lunt shared she received her first liquor license renewal this week through the DLC portal. This will be the first-time renewals are processed through the portal. Clerk Lunt noted the applications and attachments the Board typically reviews will look much different this year.

**ROUND TABLE:**

Norma Malone

- Mrs. Malone noted there is a Board of Civil Authority and Board of Abatement Meeting tomorrow evening (Wednesday, February 1) at 6:00 p.m.

Justin Bolduc:

- Mr. Bolduc shared he tried to connect remotely to the Community Forest Management Committee Meeting the other night and was unable to access the meeting. The meeting ID was not working. He suggests that the Rec Director add a hyperlink to the meeting agendas.

Paul White:

- Chair White inquired about the audio of the Town's AV system. He stated that he has been approached a few times about the audio fading in and out at times. Mr. Violette said he has gone back and listened and can not see that there is an issue.

**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 8:55 p.m. for contract and labor contract.*

*On a motion by Jack Mitchell, seconded by Justin Bolduc, the Selectboard voted unanimously to exit executive session at 9:38 p.m.*

**ADJOURN:**

*On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to adjourn at 9:38 p.m.*

APPROVED MINUTES

Barre Town Selectboard

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

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Norma Malone, Vice Chair

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Justin Bolduc

\_\_\_\_\_  
Jack Mitchell

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Bob Nelson

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

ATTEST: \_\_\_\_\_, Barre Town Clerk.