



Town of Barre VERMONT

BARRE TOWN SELECTBOARD MEETING May 16, 2023

AGENDA

1. Call to order.....6:00 p.m.
2. Consider approving agenda
3. Pledge of allegiance
4. Consider approving May 2, 2023 meeting minutes
5. Announcements
6. Receive guests for non-agenda items.
7. Discuss Reorganization
8. Discuss Meeting Schedule
9. Presentation and discussion regarding Turning Point Center of Central VT’s ARPA request
10. Discuss approving Corporate Resolution Certification
11. Discuss current procedures
12. Consider approving weekly accounts payable warrants for May 9 and May 16, 2023
13. Miscellaneous: including permits and licenses, if any
14. ‘Round the table
15. Executive session: personnel
16. Adjourn

MINUTES

The duly warned meeting of May 16, 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, Bob Nelson, Justin Bolduc, Mike Gilbar.

Selectboard Members Absent: None.

Staff Members Present: Town Manager Chris Violette, and Town Clerk Tina Lunt.

Others Present: Robert Purvis, Chip Castle, and Hilary Denton. Those present virtually: Times Argus Reporter David Delcore.

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 Norma Malone, the Selectboard voted unanimously to approve the agenda as follows:

1. Add to item #15. Executive Session: labor contracts

APPROVE THE MINUTES:

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted to approve the May 2, 2023 Selectboard meeting minutes with minor spelling and grammatical corrections. Mike Gilbar abstained.

ANNOUNCEMENTS:

- The Barre Town Lawn Waste site is open! It will be open on Saturdays, into the fall, from 8:00 a.m. to noon. The only weekday opening scheduled at this time will be Tuesdays, 10:00 a.m. – 3:00 p.m. Also, please note, we are still looking for volunteers to help expand those hours. Please contact the Town Manager’s Office at 802-479-9331 for more information or to sign up.
- Come help our emergency services and other departments battle it out by giving blood on May 23rd at the East Barre Fire Station, 119 Mill Street. With lunch at stake for the winning department, this is a friendly competition to see which one can donate the most blood. If you attend, make sure to let them know which town department you are supporting. The American Red Cross will be onsite, ready to draw between 1:00 and 6:00 p.m. Visit redcrossblood.org to schedule an appointment or call 802-733-2767.
- The VT RT. 110 bridge replacement project will begin in June. This is the bridge just off the roundabout in East Barre and will involve a disruption to the flow of traffic including a two-month closure that involves a detour. The Vermont Agency of Transportation is holding a virtual public information meeting about the project on Thursday, May 25 at 6:00 p.m. via Zoom. You must register to attend, which you can do so by visiting barretown.org. The Selectboard meeting room in the Municipal Building will be available to view the meeting live if you do not have access to Zoom.
- The Barre Town Recreation Department has many exciting events planned this summer. All are highlighted in the most recent town newsletter and there was a separate insert with details.
- Warm “enough” weather for swimming is just around the corner. Kids will be anxious to hit the pools, ponds, lakes, and rivers. Barre Town residents are eligible to be reimbursed up to \$25 per child who are enrolled in a swim lesson of your choosing. Contact the Town Manager’s Office 802-479-9331 for more details.
- Vice Chair Announcement: Vice Chair Malone announced that during last week’s executive session the Selectboard authorized a second chance offer for the sale of the 2003 wheel excavator to the GovDeals high bidder as discussed.

GUESTS: None.

REORGANIZATION:

Background: The first regular meeting following Town Meeting the Selectboard conducts its annual organizational meeting. The first order of business is to appoint a Chair, Vice Chair, Clerk of the Board,

Selectboard Minutes of May 16, 2023 Continued:

Adopt Roberts Rules of Order, continue the Purchasing Policy, continue the Water Customer Complaint Procedure. Additionally, the Board set the compensation for the Board of Civil Authority, Board of Abatement, and Tax Collector. The Board also appoints the Town Attorney, Tax Collectors and a person to serve on the Aldrich Library Trustee Board.

On a motion by Justin Bolduc, seconded by Mike Gilbar, the Selectboard voted to appoint Paul White, as Chair of the Selectboard for one year. Chair White abstained.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to appoint Justin Bolduc as Vice-Chair of the Selectboard for one year. Justin Bolduc abstained.

On a motion by Bob Nelson, seconded by Mike Gilbar, the Selectboard voted unanimously to appoint Tina Lunt as Clerk of the Board for one year.

On a motion by Justin Bolduc, seconded by Mike Gilbar, the Selectboard voted unanimously to adopt Robert's Rule of Order, as amended, as procedures to be followed at the weekly meetings as a general guide, with the Chair authorized to make motions, enter debates, and to vote.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to continue the Purchasing Policy and authorizations as adopted on December 20, 1994, and as most recently amended on October 1, 2019.

On a motion by Justin Bolduc, seconded by Bob Nelson, the Selectboard voted unanimously to continue the Water Customer Complaint Procedure authorizations as adopted on July 28, 2015.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to set the compensation for the Board of Civil Authority and Board of Abatement members at the minimum wage. The standard mileage reimbursement will be the official IRS approved rate.

On a motion by Justin Bolduc, seconded by Mike Gilbar, the Selectboard voted unanimously to set the compensation for the tax collector at 0% of the delinquent installment amounts collected. If collected by the town attorney, the compensation for the attorney will be 5% of the delinquent installment amounts collected and 0% for the collector.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to set the compensation for the First Constable at \$17.00 per hour.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to appoint Michael D. Monte as Town Attorney for one year.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to appoint Chris Violette, Town Manager, as tax collector of delinquent real and personal property taxes for one year.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to appoint Chris Violette, Town Manager, as tax collector of delinquent sewer assessments and all other town levies for one year.

The next item of discussion is to appoint a member to the Aldrich Library Trustee Board for a term of one year. Currently no members are interested in serving. Mr. Gilbar suggested asking Phil Cecchini regarding his interest. Additionally, the Board will advertise on the Town website and Front Porch Forum.

MEETING SCHEDULE:

Background: Customarily, setting the meeting schedule would be part of the reorganization motions, however, the Town Manager has requested this be a separate agenda item. The Board currently meets every Tuesday. In the past, they met every other Tuesday for the months of July and August. This is a discussion to see if the Board could get to the point of reducing the number of meetings they have in a year.

The Manager provided a list of meeting dates that he will not be available. Discussion began as the Selectboard focused on the date in which the Selectboard would set the tax rate. It was noted that this may require a Special Meeting. The deadline to lodge the grand list is June 24, however, Assessor Beaudoin has asked for a 30-day extension. Mr. Violette said the State has recommended municipalities to request this extension in anticipation of the Vermont Property Information Exchange (VTPIE) software rollout. The Manager stated the extension raises concerns as it will delay the mailing of the tax bills. Tax bills are scheduled to be mailed on July 15 with the first installment due on August 15. The hope and goal are to lodge the grand list on time, however, the extension will allow extra time if needed, and if necessary, an adjustment in the mailing of the tax bills and due date can be made.

On a motion by Norma Malone, seconded by Mike Gilbar, voted unanimously to set the time and place of their regular meeting at 6:00 p.m., every Tuesday in the Selectboard's room at the Municipal Building with exception of June 6, July 4, July 18th, August 1, and August 15th.

Mrs. Malone inquired about the Board retreat. A tentative date of June 20 has been set.

TURNING POINT CENTER OF CENTRAL VERMONT:

Background: Turning Point of Central Vermont appeared before the Selectboard on December 20, 2022, requesting \$50,000 from Barre Town's ARPA allocation. The Board did not provide a definitive answer as to whether they would grant this request. Mr. Purvis and Mr. Castle from the Turning Point have returned to provide the Board with an update and to reiterate their request.

Those present: Executive Director Bob Purvis, Treasurer of Board of Directors Chip Caste, and Senior Staff Hilary Denton.

Since their last meeting with the Selectboard on December 20, 2022, Turning Point has been making progress raising funds to restore a historic building located at 18 South Main Street in Barre City for a new recovery facility. Mr. Purvis explained the new building will provide an opportunity to expand the capacity of the programs while providing a welcoming environment for substance abusers and their families.

Mr. Purvis introduced Ms. Denton to the Board. Ms. Denton supervises the Emergency Department Program at Turning Point. Ms. Denton shared they have 365-day coverage for substance abusers. Additionally, Turning Point provides online services, peer-based support groups, and educational programs for recovery.

Selectboard Minutes of May 16, 2023 Continued:

The estimated facility cost is \$3,586,479. Turning Point has asked The Town of Barre to contribute \$50,000 in ARPA funds. Barre City awarded Turning Point \$40,000 which they received from an Opioid Settlement.

Chair White inquired about the use of Opioid Settlement Funds versus the use of ARPA funds. Chair White stated this would be a great use of these funds. Discussion continued as the Manager and Board were not clear as to how much and when Barre Town would be receiving their settlement funding.

Board members agree they are in support of the new facility and that this is needed. Chair White said the Town needs to be able to justify to their residents that the ARPA funds are being used in the best way to support the Town of Barre and their residents. Mr. Purvis stated they have reached out to other communities for funding possibilities as well. Ultimately, the Board will make a decision on this item, but they need more time to look into the Opioid Settlement option and to review their current ARPA funding balance.

CORPORATE RESOLUTION CERTIFICATION FORM:

Background: Finance Director Katelyn Kran has requested that the Board adopt this resolution from Edward Jones and authorize Town Treasurer Jennifer Allard to sign the document. This will allow reappraisal funds, currently in a bank savings account, to be invested.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to adopt the Corporate Resolution Certification for the Reappraisal Fund and authorize Treasurer Jennifer Allard to sign, pending no restrictions.

TOWN PROCEDURE DISCUSSION:

Background: This agenda item is for discussion purposes only. The conversation will focus on Town procedures and if there are any the Board would like to review. One topic of discussion will be department head visits.

Chair White stated this is a discussion to reevaluate how things are done and gives the new Manager the opportunity to make some change in procedures. Discussion began around department head reports. Board members shared their opinions on monthly reports versus quarterly reports. Additionally, feedback was shared on limiting the amount of times department heads report to the Selectboard. Currently, department heads report to the Board on a quarterly basis. Mr. Violette said he feels it is important for the department heads to have that face-to-face with the Selectboard but scheduling can be difficult. Mrs. Malone noted the quality of the report is what makes the difference. Board members echoed this comment. Board members agreed that it is not necessary for department heads to meet with the Board each quarter, however, certain times of the year it will be necessary.

Chair White stated there are several entities that request funding from the Town. The Board noted they would like to see these entities submit quarterly reports. Additionally, it would be valuable to have them attend a meeting.

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 May 9, 2023.

Selectboard Minutes of May 16, 2023 Continued:

Chair White inquired about the blank pages when scanning invoices. Mr. Violette shared the new municipal building copier has the option to eliminate the blank pages when scanning.

Chair White asked if there was a change in the Town's credit card provider. Mr. Violette shared the Town did have a recent change in their provider.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted to approve the accounts payable warrants for the week of May 16, 2023. Bob Nelson abstained.

MISCELLANEOUS:

Clerk Lunt shared the statistics of the Fall Bulk Trash event on Saturday, May 13, 2023.

Town Manager Chris Violette updated the Board on the following:

- Poulin Companies has started work on the DPW stormwater project
- Landscaping at the Municipal Building as began
- The grand list 30-day extension request will be on next week's meeting agenda
- Mr. Violette shared next week's meeting agenda items

Mr. Violette inquired about the timeline of "Bob's list".

Mrs. Malone shared she has been working with Rick DeAnglis from Good Samaritan regarding their South Barre property. They are looking to enhance services at this location and would like to revise the MOU they have with the Town. Mr. DeAnglis will be working on a memo to explain the enhanced support services and how this will work with the current MOU. This MOU will need to be included on an upcoming agenda.

ROUND TABLE:

Mike Gilbar:

- Mr. Gilbar shared that Mr. Mitchell asked him to pass along a thank you for the big surprise. He thoroughly enjoyed the "Jack Mitchell Day" banner.

Norma Malone:

- Mrs. Malone asked that the Recreation Board Charge be added as a future agenda item. A draft copy has been started and has been reviewed but requires additional work.
- Mrs. Malone inquired about the Board packet notes regarding Maple Ridge Common stormwater project. She asked the Manager if the residents had been notified of this work. Mr. Violette said the residents are aware, but he is not sure of what level. He knows they were notified that people would be in the area. He is not sure if they ultimately know and understand the scoop of the project.

Bob Nelson:

- Mr. Nelson welcomed Mr. Gilbar as the newest member of the Selectboard.

Justin Bolduc:

- Mr. Bolduc noted it's critical that the full Town Forest Committee Survey be shared with the Selectboard.

Paul White:

Selectboard Minutes of May 16, 2023 Continued:

- Chair White inquired about an email he received regarding the Act 250 Survey. He asked if other Town Staff had received this email.
- Chair White said he received a call over the weekend from a member of the Town Forest Committee. This call was regarding the June 1 deadline to complete the Town Forest Plan. Chair White stated if he hears from the Chair of the Forest Committee, they will entertain the idea of accommodating more time. Mr. Bolduc shared the concern is for the Rec Director and the amount of time commitment this is taking from him.

EXECUTIVE SESSION:

On a motion by Justin Bolduc, seconded by Bob Nelson, 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 Bob Nelson, the Selectboard voted unanimously to go into executive session at 8:54 p.m. for personnel, and labor contracts.

On a motion by Bob Nelson, seconded by Mike Gilbar, the Selectboard voted unanimously to exit executive session at 9:41 p.m.

ADJOURN:

On a motion by Bob Nelson seconded by Norma Malone, the Selectboard voted unanimously to adjourn at 9:41 p.m.

APPROVED MINUTES

Barre Town Selectboard

Paul White, Chair

Norma Malone, Vice Chair

Justin Bolduc

Mike Gilbar

Bob Nelson

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

ATTEST: _____, Barre Town Clerk.