



**BARRE TOWN SELECTBOARD MEETING
April 9, 2024**

AGENDA

1. Call to order.....6:00 p.m.
2. Pledge of allegiance
3. Consider approving the agenda.
4. Consider approving April 2, 2024 meeting minutes
5. Announcements
6. Receive guests for non-agenda items.
7. Public Hearing regarding the Auditors Charter Amendment
8. Discuss the Websterville Fire District’s water quality issues
9. Discuss and consider awarding Parker Road paving contract
10. Consider approving annual Certificate of Compliance for Town Road and Bridge Standards
11. Consider approving AOT’s Class 2 Road Paving and Structures Grant
12. Consider approving two VHB Amendments for Flood Damage Engineering Services
13. Consider approving annual Warnings for May 2024 Elections
14. Choose recipient of the 2024 Wendell F. Pelkey Award
15. Consider approving Auditor Letter of Engagement
16. Consider approving weekly accounts payable warrants for April 9, 2024
17. Miscellaneous: **a)** Good Measure, Inc. for Request to Cater on two events; **b)** Bevins 5 Family Enterprises, LLC, for a Second-Class License and Tobacco License; **c)** other permits and licenses if any
18. Round the Table
19. Executive Session: personnel & contracts
20. Adjourn

MINUTES

The duly warned meeting of April 9, 2024, 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, and Town Engineer Josh Martineau.

Others Present: W. John “Jack” Mitchell.

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 Justin Bolduc, seconded by Mike Gilbar, the Selectboard voted unanimously to approve the amended agenda as follows:

1. Item #19 Executive Session: add labor contracts

APPROVE THE MINUTES:

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to approve the April 2, 2024, Selectboard meeting minutes with minor spelling and grammatical corrections, including one notable change under the Thunder Road Special Event Permit (The motion should have included that this was approved as conditioned upon receiving a new insurance certificate prior to the current one expiring).

ANNOUNCEMENTS:

- This Saturday, April 13th, the Central Vermont Solid Waste Management District is holding their first of many Household Hazardous Waste Collection at the Public Works Yard at 79 Pitman Road. Examples of eligible items include paints and thinners, solvent, paints, or stains that do not have identifiable labels, cleaners that contain bleach, tar and adhesives, pesticides and aerosols. The hours are 9:00 a.m. to 1:00 p.m. The cost is \$20 per vehicle and is available to Barre Town residents and residents of any member town.
- We still need to fill a couple of positions in our Public Works Department this summer. This is a good opportunity for college age kids home for the summer or anybody over the age of 18 to earn some money. If you or you happen to know somebody that may be interested and would like to help our road crew on various summer projects, this is a great opportunity.
- We are seeking volunteers to help operate the Barre Town Lawn Waste Site on weekdays through the summer and fall. Lawn Waste Site volunteers are not required to help unload vehicles. The primary responsibilities are to open and close the site and to make sure people know how to use it properly. Public Works personnel staff the site on Saturdays and we have one volunteer for Tuesdays. More volunteers would allow the site to be open additional days. Barre City residents are welcome to volunteer as well.
- If interested in the preceding employment or volunteer opportunities, or you would like more information, contact the Town Manager's Office at (802) 479-9331.

GUESTS:

Jack Mitchell was present. Mr. Mitchell shared concerns with bill H.875, an act relating to the State Ethics Commission and the State Code of Ethics. This bill is currently in Senate Government Operations Committee. Mr. Mitchell expressed this bill needs pushback from municipalities and urged Selectboard members to contact our Senators to vote no on this bill. He stated that he will be disclosing his displeasure and asks that the Board consider standing behind him.

Mrs. Malone followed up by sharing that a few years ago an Ethics bill was passed that required all State level employees, appointees, and elected officials to take ethics training. Additionally, these individuals were required to be under an ethics oath. Her understanding is this bill would bring this down to the municipal level. Mrs. Malone said she feels this may put a damper on individuals wanting to run for public office or being appointed to a Board.

PUBLIC HEARING – TOWN CHARTER AMENDMENT:

Background: This is the first of two public hearings to amend Chapter 3, Section 10, 12, and 39 of Barre Town’s Charter in accordance with 17 V.S.A. § 2645. Official notice of the proposed amendment was filed as a public record with the Town Clerk on March 29, 2024. This hearing was duly warned in the newspaper on April 4, 2024 and warnings were posted in four public places including the Municipal Building and posted on the Town’s website. A second public hearing is scheduled for April 16, 2024.

During the month of February, there were several discussions about how to deal with all references to the elected position of Auditor since the Charter amendment to abolish the office was approved by voters last year. There was discussion at the time that the elimination could be done by the Legislature as part of the legislative process acting on last year’s amendment this session. However, after discussion it was decided it would be best to make another Charter amendment to eliminate all references.

On a motion by Chair White, seconded by Bob Nelson, the Selectboard voted unanimously to open the public hearing at 6:10 p.m.

Jack Mitchell was present. Mr. Mitchell stated he supports this Charter change and looks forward to the vote in May.

Chair White provided an overview of the proposed Charter amendment.

On a motion by Bob Nelson, seconded by Mike Gilbar, the Selectboard voted unanimously to close the public hearing at 6:15 p.m.

The second public hearing for the proposed Charter amendment will be held on Tuesday, April 16.

WEBSTERVILLE FIRE DISTRICT WATER QUALITY CONCERNS:

Background: Last week Doug Farnham, resident of 332 Websterville Road, expressed water quality concerns to the Board. Mr. Farnham stated there is intermittent discoloration in the water and that the issue has been going on for quite some time and it is preventing him and his family from drinking and/or using the water. The issue is related to the fact that the houses on Websterville Road are at the very end of the line and the water main is cast iron and very old which likely has built up inside the pipe. The two ends of the main waterline were not part of the recent main replacement that upgraded much of the waterline in Websterville and the likely cure is replacing these old waterlines.

Last week’s discussion centered around what the cause was, what could be done long-term, and what could be done short-term. Ultimately, long term the pipes are replaced, but in the short-term it was mentioned that maybe the Town pay for the installation of whole house water filtration systems. The Board requested this item be added to the agenda for further discussion so Town Engineer Josh Martineau could take place in the conversation.

Town Engineer Josh Martineau was present. Mr. Martineau explained the reasoning behind the Websterville water quality concerns. He said the pipes are cast iron and there is not enough flow to flush them out. Additionally, he notes there have been more problems in the upper section (Church Hill Road) lately because Websterville Baptist School is not being used like it use to be. Furthermore, the dissolved oxygen is insufficient, and without enough turnover, is causing discoloration. Mr. Martineau confirmed that the water has been tested by the State chemist and has been deemed safe to drink, however the iron manganese will eventually stain fixtures. Mr. Martineau said running the water is the best resolution for a short-term fix.

Mr. Martineau reports there is 1600 feet of pipe in the Websterville section of Town, and an additional 1500 feet in the Church Hill Road section that would need to be replaced. He estimates the cost to be \$60,000 for just the pipe alone. This waterline serves 26 residents.

The conversation continued as Mr. Bolduc suggested providing whole house filtration systems for the residents who are affected by this issue. Mr. Nelson shared concerns regarding the precedent this would set, specifically for those that previously shared water concerns with the Board, although noting those residents were not on the Barre Town water system. Mr. Bolduc understands Mr. Nelson's concerns and would not want to set the wrong precedent.

Mrs. Malone asked if a timeline for replacing these old pipes has been addressed. Mr. Martineau said this has not been budgeted and typically the Town waits for grants for projects similar to this one. Mr. Martineau estimates a 5–10-year timeline. Additionally, Mrs. Malone asked if there had been any other individuals on Websterville Road with complaints. Mr. Martineau confirmed he has received complaints and when he does receive them the department goes out and flushes out the lines.

No action was taken at this time, but the Board acknowledged that they would like residents to have assurance they are addressing their concerns, but it comes down to the funding for the project to replace the pipes. Mr. Bolduc will follow up with Mr. Farnham.

PARKER ROAD PAVING:

Background: Last year the Town sold three acres of land on Parker Road in the Wilson Industrial Park to Barre Partners LLC to construct a dry goods warehouse. Construction began relatively late last year and has continued throughout the winter. Completion will be sometime in the next few months if not sooner. Parker Road is only paved at this point just beyond the Lord building at 81 Parker Road. The road needs to be paved, approximately 1,000' to get to the Barre Partners property. Knowing that Barre Partners will be paving their driveway and parking lot, Town Engineer Josh Marineau asked who was going to be doing their paving and was told J.A. McDonald. S.T. Paving (a division of J.A. McDonald) will be doing the work. Thinking that it is likely to be most cost effective to have the same contractor pave Parker Road while paving the parking lot, Mr. Martineau reached out and received a quote from J.A. McDonald. The quote came back relatively favorable (\$125.25 a ton) considering the rather small amount of paving. J.A. McDonald is quoting 545 tons of pavement for a total of \$68,261.25. Town Engineer Josh Martineau is recommending awarding the paving to J.A. McDonald. It is noted that Barre Partner's paid \$85,500 for the lot.

Discussion began as Board members discussed the source of funding. The Manager suggested using the proceeds of the lot. Board members discussed numerous ideas that the lot proceeds were possibly going to be used for, including paying off the loan for the extension of the Wilson Industrial Waterline.

Board members support using J.A. McDonald to complete the paving project. They note that the cost is fair, and they will already be in the area completing other work.

On a motion by Norma Malone, seconded by Justin Bolduc the Selectboard voted unanimously to award the paving of approximately 1000' of Parker Road to J.A. McDonald of Middlesex, VT (paving will be completed by S.T. paving, a division of J.A. McDonald) for \$125.25 per ton. The paving will be paid for by the proceeds of the sale of the lot in the Community Development Fund.

Mr. Martineau reports paving should be completed in April or May.

CERTIFICATE OF COMPLIANCE FOR TOWN ROAD AND BRIDGE STANDARDS:

Background: Annually, municipalities must certify that they are in compliance with AOT's town road and bridge standards in order to be eligible to receive the additional 10% of State funding under the Town Highway Structures and Class 2 Road Paving grant programs. This is a requirement to ensure all municipalities receiving aid are using minimum code and standards for the construction, maintenance, and repair of all existing and future Town highways. Barre Town adopted the Road and Bridge Standards on July 16, 2019, as revised.

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to approve the Certification of Compliance for Road and Bridge Standards.

AOT CLASS 2 ROAD PAVING AND STRUCTURES GRANT:

Background: Annually the Town applies for a Class 2 Road Paving Grant and Town Highway Structures grant from the State of Vermont via the Agency of Transportation. These grants are intended for municipalities to provide assistance for the preservation of Class 1, 2, or 3 Town highways. The paving grant will provide a maximum award of \$175,000 with a 30% match (20% when meeting certain standards as adopted above) for paving, and a 20% match (10% for meeting the standards) for structures.

Town Engineer Josh Martineau will be submitting a paving grant application for Windywood Road and a structures grant to replace a culvert on East Cobble Hill Road.

Mr. Martineau notes the East Cobble Hill Road culvert was identified during the July flood. A stream alteration permit will need to be submitted through ANR (Agency of Natural Resources). It is noted that there is no guarantee the Town will qualify for this grant.

On a motion by Bob Nelson, seconded by Mike Gilbar, the Selectboard voted unanimously to approve the AOT Class 2 Road Paving Grant and for the AOT Structure Grant applications as presented.

Mrs. Malone inquired about adding photos to the Class 2 paving grant, noting this may add some value.

VHB CONTRACT AMENDMENT:

Background: Last August after the July catastrophic rain and flooding event damaged Town infrastructure, the Town contracted with VHB to provide engineering support to assist in developing flood related disaster redevelopment plans as they began working with FEMA for Public Assistance to help fund repair. Subsequent to the initial contract, they expanded the role of VHB (amendment 1) to hire a geo-technical engineer and for VHB's scope to include other roads not included in the original contract. The Town is very close to finalizing FEMA's commitment to provide assistance in rebuilding the bank that fell away during

the July event leaving the Town sewer line serving part of the Wildersburg development in danger of collapsing into the ravine below. This amendment (amendment 2) is needed to move the project forward, provide permitting services and to generate construction documents. The list of provided services are noted in the contract and should provide assistance to the Town right through construction.

Discussion began as Mr. Bolduc inquired about the VHB contract amendment. He asked if this is the last amendment. Mr. Martineau said most likely not. Mr. Bolduc asked if any preliminary designs have been received. Mr. Martineau confirmed that he has received design plans as well as geotechnical analysis. Mr. Bolduc said he understands this project does fall under the FEMA match but wants to be sure the Board is being mindful and aware of the funding going into this project. Mr. Martineau confirmed the estimates he provided months ago included these services. Additionally, Mr. Martineau confirmed the Town is still within the ARPA budgeted amounts.

Mrs. Malone inquired about the timeframe. Mr. Martineau is hoping to put the project out to bid this fall and start the work shortly after.

On a motion by Norma Malone, seconded by Justin Bolduc, the Selectboard voted unanimously to approve and authorize the Town Manager to sign amendment number 1 and 2 to the original contract with VHB providing services as described in said amended contracts.

Mr. Martineau notes that this contract will not start until they receive eligibility confirmation from FEMA.

Mr. Nelson shared his appreciation for all of Mr. Martineau's hard work. Board member echoed these comments.

WARNING FOR ANNUAL ELECTION:

Background: The Annual Election warning states the budget amounts for the General Fund, Highway Fund, and the transfer from the General Fund to the Cemetery Fund as approved by the Budget Committee on March 26, 2024. It also includes the not-for-profit organizations that receive funding if approved by the voters. All the not-for-profits entities on this year's ballot were on last year's but there is one change to note and that is Article 6 for Central Vermont Council on Aging and AmeriCorps Senior RSVP Program were combined at their request to simplify their process as noted in the attached letter. No new groups were added to the ballot this year. The Charter amendment abolishing reference to the elected position of Auditor is also on the ballot. Additionally, the warning for the Annual Open Town Meeting is standard year in year out with only date changes.

On a motion by Justin Bolduc, seconded by Mike Gilbar, the Selectboard voted unanimously to approve the Warnings for the Annual Open Town Meeting and the Annual Election of Officers and Voting by Australian Ballot.

WENDELL F. PELKEY CITIZENSHIP AWARD:

Background: Annually the Selectboard awards the Wendell F. Pelkey Citizenship and Public Service Award to an individual who demonstrates an on-going commitment to the Town. The recipient will receive the award at the Open Town Meeting being held on May 8, 2024, 7:30 p.m. at the Barre Municipal Building.

Selectboard Minutes of April 9, 2024, Continued:

Board members placed their votes by casting paper ballots. The recipient will be announced at Open Town Meeting on Wednesday, May 8th at 7:30 p.m.

AUDITOR ENGAGEMENT LETTER:

Background: Finance Director Katelyn Kran has received the Engagement Letter from Telling and Hillman, P.C. The letter will need to be signed by the Selectboard Chair and the Town Manager so the auditing firm can begin the Town Audit.

Telling and Hillman, P.C will complete their fieldwork April 23rd – 26th.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to authorize the Selectboard Chair and the Town Manager to sign the Telling and Hillman P.C. Audit Engagement Letter for the fiscal year ending June 30, 2023.

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 April 9, 2024. Bob Nelson abstained.

MISCELLANEOUS:

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to authorize the Town Clerk to approve a Request to Cater Malt, Vinous and Spirituous Liquors application for Good Measure, Inc. for an event at Wilkins Harley Davidson on May 25, 2024.

On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted unanimously to authorize the Town Clerk to approve a Request to Cater Malt, Vinous and Spirituous Liquors application for Good Measure, Inc. for an event at Wilkins Harley Davidson on June 22, 2024

On a motion by Justin Bolduc, seconded by Bob Nelson, the Selectboard voted unanimously to approve the 2024 Second Class License, Tobacco License, and Tobacco Substitute Endorsement for Bevins 5 Family Enterprises, LLC d/b/a Gunner Brook Store.

Clerk Lunt shared the following:

- Ballots for the May 14 election will be available to the public by April 24.
- Barre Town Middle and Elementary School (Town of Barre Polling Place) called the Town Clerk to discuss the option of changing the entrance of the polling place for the May election. School will be in session on this day, and to avoid drop-off/pickup traffic this will help with safety concerns. Clerk Lunt shared she is mapping out options and will report more information soon.

Town Manager Chris Violette shared the following updates:

- Mr. Violette shared that he received word that the Federal grant for the Littlejohn Road parking lot was recommended for approval.
- Mr. Violette reported the Wildersburg stormwater design is almost complete. Additionally, the HOA has reviewed and accepted the design. The State is eager to complete and may have additional funding to help complete the project
- The Manager announced that the Lawn Waste Site is scheduled to open on Saturday, April 20th.

ROUND TABLE:

Norma Malone:

- Mrs. Malone asked the Manager to give a brief report regarding the solar eclipse. The Manager reports that all emergency services were extra staffed. There were no incidents related to traffic. The Police Department and EMS had several calls. EMS’s biggest issue was the transport back from Burlington. Mr. Violette said staff appreciated having the opportunity to view the eclipse.

Justin Bolduc:

- Mr. Bolduc asked that now that the eclipse has passed “please stop playing that song” (Total Eclipse of the Heart).

Mike Gilbar:

- Mr. Gilbar followed up regarding Mr. Mitchell’s statement regarding the H.875 Ethics bill. He asked if it would make sense for the Board to write a letter to the Senators or contact VLCT. Board members suggest reaching out to VLCT to see if they may have an update on where this bill currently stands and contacts for help on moving forward. Mr. Gilbar will reach out to Ted Brady at VLCT for more information.
- Mr. Gilbar said he is seeking bulk trash volunteers, noting he needs younger volunteers.

Bob Nelson:

- Mr. Nelson expressed his appreciation for the DPW crew, acknowledging the good road work they have done. In traveling outside of Barre Town, he notes his appreciation for our Town roads.

EXECUTIVE SESSION:

On a motion by Justin Bolduc, seconded by Mike Gilbar, the Selectboard voted unanimously to find the need to go into executive session citing premature public general knowledge would clearly place the Selectboard at a substantial disadvantage.

On a motion by Justin Bolduc, seconded by Mike Gilbar, the Selectboard voted unanimously to go into executive session at 8:08 p.m. for personnel, contracts, and labor contracts.

On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to exit executive session at 9:18 p.m.

ADJOURN:

On a motion by Bob Nelson, seconded by Justin Bolduc, the Selectboard voted unanimously to adjourn at 9:18p.m.

APPROVED MINUTES

Barre Town Selectboard

Paul White, Chair

Justin Bolduc, Vice Chair

Selectboard Minutes of April 9, 2024, Continued:

Norma Malone

Mike Gilbar

Bob Nelson

Filed in the Barre Town Clerk's Office on this _____ day of _____, 2024.

ATTEST: _____, Barre Town Clerk.