

## BARRE TOWN SELECTBOARD AGENDA

August 9, 2016

P.I.L.O.T. Site visit: 90 Windywood Road (Hickory Way inspection).....6:30 pm

1. Call to order 7:15 pm
2. Pledge of Allegiance
3. Consider approving agenda
4. Consider approving July 26, 2016 meeting minutes.
5. Announcements
6. Receive guests (for non-agenda items)
7. Consider accepting as town street Hickory Way.
8. Discuss neighbor's interest in Graniteville Road drainage re-paving.
9. Consider awarding DPW roof reinforcement contract.
10. Consider approving assessor's Errors and Omissions List #1.
11. Consider selecting ambulance financing company and authorizing signing of documents.
12. Consider awarding assessor contract.
13. Consider approving weekly accounts payable warrants.
14. Miscellaneous: a) Fireworks permit, A. Williamson, Littlejohn Rd for August 13th; b) Liquor License for McGillicuddy's Irish Pub for fundraiser (Toy Run) on August 13<sup>th</sup>.
15. 'Round the table'
16. Executive session: (if needed).
17. Adjourn.

## BARRE TOWN SELECTBOARD MEETING MINUTES

August 9, 2016, 2016

The duly warned regular meeting of the Barre Town Selectboard of August 9, 2016, 2016 was scheduled and held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 7:15 p.m.

The following members were in attendance: Rob LaClair, Rolland Tessier, Paul White, Tom White and W. John "Jack" Mitchell.

Others attending were: Town Manager Carl Rogers, Assistant Town Clerk Deborah Lefebvre, Town Engineer Harry Hinrichsen, Assistant Town Manger Elaine Wang, Richard Colton, Art Shields, and Pierre (Pete) Gilbert.

**CALL TO ORDER** - The meeting was called to order at 7:24p.m.

The **PLEDGE OF ALLEGIANCE** was recited by those present.

### CHANGES TO THE AGENDA

*On a motion by Mitchell, seconded by Paul White the Selectboard voted to approve the agenda with the following changes. a) Withdraw Fireworks Permit request from A. Williamson, b) Consider any action on CVRPC from last meeting and c) add Executive session for contracts/personnel.*

### MINUTES

*On a motion by Tessier, seconded by Mitchell, the Selectboard voted to approve the Selectboard meeting minutes of July 26, 2016 with the following corrections: Page 2, fourth full paragraph, add He thinks; Page 3 second paragraph under Aldrich Library, "a program called Full Steam Ahead".*

**ANNOUNCEMENTS**

1. The last Barre Town Playground free ice cream social hosted by the Recreation Board will be 6:30pm on Tuesday August 16<sup>th</sup> at Trow Hill Playground. As if ice cream isn't enough, it's a great excuse to check out all the new equipment and find out about the remaining work to be done.
2. Property and sewer taxes are due August 15.
3. Paving will take place in several places around town after August 15. The streets to be paved by the end of August are, in approximate order: McLaughlin Road, Hebert Drive, the school driveway, Websterville Rd from the municipal building to Quarry Hill Road, Meadowcrest Lane, Graniteville Road from Baptist Street to Church Hill Road, and several streets in East Barre, namely High Street, Teja Road, Church Street, Summer Street, Garden Street, Clyde Street, Norris Street and Mill Street.
4. It's not too early to sign up your non-profit organization to volunteer and receive donations during the Barre Town's fall Bulk Trash Collection, on Saturday September 17<sup>th</sup>. In exchange for volunteering to unload users' vehicles, the non-profit organization will receive donations from the users. Volunteer hours are 7:00 am- 2:00 pm. Historically, non-profits volunteering at the Fall Bulk Trash have received a few hundred dollars. Eight volunteers are sufficient, but more volunteers could split the day. For more information contact Carl Rogers at 479-9331.

**GUESTS - None**

**CONSIDER ACCEPTING AS TOWN STREET HICKORY WAY**

**Background:** Windy Wood Housing received town planning commission approval in December 2007 and initial Act 250 permit approval in February of 2001 for this development. The Selectboard voted to accept the sewer line for the development on May 4, 2016. There is 300' of road that is 22 feet wide with 3' shoulders being turned over to the Town. Harry has no concerns about the construction so far. He will be in attendance if you have any questions you'd like in the minutes.

Town Attorney Monte has reviewed the deed for Hickory Way and found it acceptable. However he and Harry advise that the toad should be accepted on the condition that the developers (1) lay down the final top course of pavement, and (2) continue to plow and provide winter maintenance until Hickory Way is further extended. The reasoning behind the plowing condition is that with Hickory Way being such a short dead-end; it would be time consuming for the Town to plow, while the developers must maintain Locust Common anyway. In addition, there is no place for the Town to place snow. Once the road is extended to the next cross-street the issue of snow placement can be addressed.

Note that if you vote to accept the road today, the developer can avoid having to pay quarterly taxes (\$370.63 due on August 15). If you accept the road after August 15, you can still decide to waive the property tax quarterly payment and the Town would return the amount to him. Waiving would be reasonable because the development agreement indicates that the developer will construct the road to Town specifications and indicates that Hickory Way will be deeded to the Town if it is found to be so constructed.

After the site visit there was discussion by LaClair as to whether we could simplify this process and avoid these multiple trips before the board to accept sections of the development's roads. Jack noted that it is not uncommon to set partial acceptance and often with conditions. He doesn't see any need to change the process.

*On a motion by Mitchell, seconded by Tessier, the Selectboard voted to accept Hickory Way on the condition that the developers, Windy Wood Housing LLC lay down the final top course of pavement (1 1/2") within 3 years, secured by \$3,500*

Selectboard Minutes of August 9, 2016continued:

*from the developer and reimburse the Town for the cost of the traffic signs. The developer will continue to plow and provide winter maintenance until Hickory Way is extended further.*

**DISCUSS GRANITEVILLE DRAINAGE AND PAVING**

**Background:** There is a long standing drainage issue just east of the Graniteville Store. There may or may not be a way to cure it by coordinating our current Graniteville paving project with Pierre's driveway paving effort; our current project will not. Pierre would like the opportunity to discuss his concerns with you. Harry will have pictures of the area and provide other background information.

Mr. Gilbert was present to discuss his plans for repaving the driveway/parking area of his building. There will be about a 5-7 foot gap between the paving of his property and the current paving work being done by the Town on the Graniteville Rd. That area has been patched several times and his thought is that while the work is being done, it would be beneficial to both to have that strip dug up and repaved. The estimate from RG Paving to do the entire project (his driveway and the Town's sidewalk/bike path) is about \$5,000. He is thinking that maybe a quarter of that would be the Town ROW in question.

There was discussion about the long standing drainage issues both near Mr. Gilbert's property and the Graniteville General Store. There is a catch basin at the General Store but it is too high to catch a lot of the water from Graniteville Rd; it would need to be lowered at least a couple inches to be effective. It cannot be lowered too much or it could cause vehicle damage. Perhaps we can add some pavement around the catch basin for try and direct more of that water into it. Most of the water that gets past the catch basin goes down the shared driveway.

Tom White did not feel that the Town should pay 100% of the cost for the section in question since he feels Mr. Gilbert will also benefit from that improvement.

Harry will work with RG Paving to price the sidewalk area separate from Mr. Gilbert's area. They also should mark and designate the area as sidewalk/bike path connector using a double line, one for the edge of the road and one for the bike path.

*On a motion by Mitchell, seconded by LaClair, the Selectboard voted to have the Town of Barre work with Mr. Gilbert on the paving project, to help correct water problems and bridge the pavement. RG Paving would give the Town a separate price and bill for the Town's portion and at 100% of that cost to the Town. Tom White opposed.*

**CONSIDER AWARDING DPW ROOF REINFORCEMENT CONTRACT**

**Background:** The DPW Shop's metal roof needs repair to fix leaks, add insulation, and reinforce it to handle heavy snow loads. An RFP was mailed on July 15 to 30 contractors. Seven were undeliverable. Proposals were due August 4. Two were received. E.F. Wall & Associates came in at \$39,500 and Lajeunesse Construction was at \$44,000.

*On a motion by Tessier, seconded by Paul White, the Selectboard voted to award the DPW Repair Facility, Roof Reinforcement contract to E.F. Wall & Associates for \$39,500.*

**ASSESSOR'S ERRORS AND OMISSIONS LIST #1**

**Background:** There are 6 properties on Errors and Omissions List #1. Review the list before the meeting. Joe will provide more explanation on the second property and be available to answer any questions on the list. Only three of the changes

**Selectboard Minutes of August 9, 2016continued:**

affect the Grand List value; all were decreases, resulting in total decrease of \$45,200 to the Grand List.

*On a motion by Tessier, seconded by Mitchell the Selectboard voted to approve Errors and Omissions List #1 as presented.*

**AMBULANCE FINANCING COMPANY**

**Background:** EMS needs to replace 2 ambulances per the Selectboard approved equipment purchase plan. The Selectboard approved this purchase on June 30. The budget allows the purchase of one outright, with the other to be purchased via tax exempt leasing. RFP's for financing of one ambulance were sent to 7 financing companies on July 12. Bids were opened July 28 at 3pm. Three bids were received:

| <b>Lessor</b>                 | <b>Term</b> | <b>Interest Rate</b> | <b>Annual Payment</b> |
|-------------------------------|-------------|----------------------|-----------------------|
| Tax Exempt Leasing            | 3 yrs       | 2.39%                | \$41,202.06           |
| Municipal Leasing Credit Corp | 3 yrs       | 2.37%                | \$41,186.00           |
| Municipal Leasing Consultants | 3 yrs       | 2.07%                | \$40,946.81           |

*On a motion by LaClair, seconded by Mitchell, the Selectboard voted to select the low bidder, Municipal Leasing Consultants as the lessor for one 2016 Ford E350, Type III Ambulance for a 3 year term, guaranteed 2.07% interest rate.*

**CONSIDER AWARDING ASSESSOR CONTRACT**

**Background:** The current contract expires August 31. The board interviewed two applicants at the last meeting. Spencer Potter's cost proposal has not been opened; we will have it at the meeting. Joe stated his cost proposal in his narrative proposal.

The feeling seemed to be that both applicants were very qualified. They also noted that Joe was a known commodity. LaClair noted that he has received quite a bit of feedback from people who were not happy with their interaction with Joe. Mitchell remembered some similar issues with Mr. Potter when checking references from a previous application to the town.

Mr. Potter's cost proposal was opened. He proposed \$61,920 per year for a period of three years (paid monthly).

Mr. Levesque's cost proposal was \$48,000 per year for the three year period. Tom White agreed that Joes work appears to be solid, but had concerns about his code of conduct. He would like to address contract language for the position in executive session.

*On a motion by Mitchell, seconded by LaClair the Selectboard voted to offer a 3 year contract starting September 1, 2016 and ending August 30, 2019 for the Town Assessor to Joe Levesque in the amount of \$48,000 per year for the three years. The language of the contract would be determined and agreed to by Mr. Levesque before authorizing the town manager to sign it.*

**WEEKLY ACCOUNTS PAYABLE WARRANT**

*On a motion by Paul White, seconded by LaClair the Selectboard voted to approve the Accounts Payable warrant for the weeks August 2 and August 9, 2016.*

**MISCELLANEOUS**

a) The Fireworks Permit application submitted by A. Williamson has been withdrawn. No action was taken.

b) *On a motion by Mitchell, seconded by Paul White the Selectboard voted to approve a Liquor License request from McGillicuddy's Irish Pub for fundraiser (Toy Run) on August 13 at 663 South Barre Road.*

**Selectboard Minutes of August 9, 2016continued:**

c) At the last meeting we noted a new draft CVRPC plan was out for review and the board requested we arrange for a representative to explain changes to us. The Town's representative to the CVRPC board, Byron Atwood (also the chair), has since contacted us to explain that there are essentially no changes. This is because they were required to revise and adopt, or re-adopt, this year, but they have not had enough time to revise the energy portion of the plan, as required by Act 174. Their strategy was to re-adopt the current plan this year, and then finish the required major revisions by next fall. It would make more sense to have the Selectboard review and comment on next year's revision and allow this year's plan to be adopted without action.

Tom White noted that he spoke with a town resident who had in fact read the entire draft CVRPC plan and made notations on it. He will reach out to that resident when the revised plan is available.

**ROUND THE TABLE**

Elaine Wang: The next Barre Town School Board meeting is August 17 at 6:00pm. Recreation Board Chair Doug Farnham will now be able to attend. There are a few items to be addressed in reference to the question of consolidation of the two schools; particularly ownership of the recreation area (possible quit claim deed) and discussion around the school not doing their own busing and the impact of that on the Town's operations. Would any Selectboard members be interested in attending this meeting? Mitchell and LaClair would both like to attend. Another date of September 7 has been set for any additional work that needs to be done; Tessier would be available for that meeting.

To follow up on a question last meeting about a possible walk way through Wilmot Street to the recreation area behind Hannaford; there are maybe one or possibly two property owners that could be affected if it is something that you want to explore further.

Deb Lefebvre: Noted that the Town Clerk's office has been fielding many questions about the status of the Town Report. Carl stated there are three articles yet to be written. He had hoped to have that done in July, now hoping maybe by the end of August.

Rolland Tessier: Have anything been done to address Mr. Malone's request from last meeting to define "taxpayer" as it pertains to the Town of Barre/abatement? Not yet.

Paul White: He noted that on the Monthly EMS report that it would be nice to have both the month and year to date data for Service Area 911 Calls also.

Rob LaClair: He recently attended along with the Chair, the Berlin Selectboard meeting where the ambulance contract was approved. He has also been in close contact with a gentleman from Connecticut who is very interested in our two ambulances.

Jack Mitchell: Should we have someone from the Granite industry install the Gordon J Booth granite plaque on the Bridge St. Bridge? Carl says no, that is not necessary it is not really granite.

He also asked about the culvert project below his house. Carl says they applied for a grant for that work but did not get it.

He noted the culvert at the lower exit from the Town Offices at Bolster Rd is seriously raised and wonders if we can do something about it. Also, that there are some trees at the Town Office that are in need of trimming.

Tom White: He asked if we want to do a little dedication for the Bridge St plaque. The consensus was that it would be nice; could invite the agencies involved, and the Booth family; maybe put something in the newspaper. There was some discussion about whether to have it during the week or maybe a Saturday morning. They will leave it up to Carl to select a couple possible dates.

Lastly he mentioned the Wilson Street daycare building and is there a lead problem. Elaine says that buildings that are pre 1978 are supposed to be presumed to have lead unless they have been tested and found to not have lead. She got a price for a test and it was about \$4,000. The building was inspected (Essential Management Practices, or EMP)

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and found to have some flaking paint that needs to be scraped and repainted. Because it is not know if there is lead or not, it needs to be treated as if it does.

**EXECUTIVE SESSION**

*On a motion by Mitchell, seconded by Tessier, the Selectboard found that premature general knowledge would put the Town at a disadvantage.*

*On a motion by Mitchell, seconded by Tessier the Selectboard voted to go into executive session for contracts/personnel at 9:20pm.*

*On a motion by Mitchell, seconded by Tessier the Selectboard voted to come out of executive session at 10:12p.m.*

**ADJOURN**

*On a motion by Mitchell, seconded by Tessier, the Selectboard voted to adjourn at 10:12p.m.*

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*Deborah Lefebvre -Assistant Town Clerk*

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*Selectboard Chair*

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***Barre Town Selectboard***

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