

BARRE TOWN SELECTBOARD AGENDA

October 18, 2016

1. Site visit - Old Quarry Hill Road (meet on Patch Road) 5:45 p.m.
2. Call to order 6:30 p.m.
3. Pledge of Allegiance
4. Consider approving agenda
5. Consider approving October 18, 2016 meeting minutes
6. Announcements
7. Receive guests (for non-agenda items)
8. Public Hearing for November 8 Special Town Meeting articles: a) Plan of Merger with Websterville Fire District, and b) creation of a special assessment district for fire district.
9. Public hearing for a Transportation Alternatives grant application - East Barre, Mill Street sidewalk.
10. Consider authorizing submission of grant application for the East Barre sidewalk.
11. Consider approving a letter regarding VT Department of Public Services Energy Planning Standards.
12. Consider approving policy for releasing the Grand List as a public record.
13. Consider approving an amendment to the investment policy.
14. Consider approving a bank resolution authorizing a new credit card.
15. Consider approving weekly accounts payable warrants.
16. Miscellaneous, if needed.
17. Round the table
18. Executive session - (if needed)
19. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

October 18, 2016

The duly warned meeting of the Barre Town Selectboard was scheduled and held on October 18, 2016 at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:30 p.m.

The following members were in attendance: Rob LaClair, W. John "Jack" Mitchell, Tom White, and Paul White. Those not present included Rolland Tessier.

Others attending were: Town Manager Carl Rogers, Town Clerk Donna J. Kelty, and Asst. Town Manager Elaine Wang, Roger Dickinson, Terry Somaini, Robert Somaini, Dave Dickinson, Steve Rubalcaba, Paul McGinley, Cedric Sanborn, Kevin Cyr, Times Argus reporter Eric Blaisdell, Adam Spaulding, and Ellen McCarron.

CALL TO ORDER - The meeting was called to order at 6:30 p.m.

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

CHANGES TO THE AGENDA

On a motion by Paul White, seconded by LaClair, the Selectboard voted to approve the amended agenda by adding personnel, real estate, and contracts under item #18, Executive Session. Tessier was not present for the vote.

MINUTES

On a motion by Paul White, seconded by LaClair, the Selectboard voted to approve the Selectboard meeting minutes from October 11, 2016 as amended. Tessier was not present for the vote.

ANNOUNCEMENTS

1. For those of you who like to keep your cars clean, unfortunately the continued drought means that the voluntary water conservation notice has been extended until further notice. Thank you for continuing to conserve water as much as possible. Doing so helps Barre Town and Barre City avoid a serious water supply shortage, which would require even more drastic measures such as those facing other Vermont towns.
2. The good news is, next Saturday, October 22nd, the Barre Town Recreation Commission will be hosting their first Fall Festival beginning at 3:00 p.m. at the picnic shelter at the recreational facility near the Barre Town School. This free, family-friendly event will have crafts, activities and games for kids aged 3 - 10, complete with face-painting, cider press demo, pumpkin bowling, corn cob toss, a photo booth with props, and a hay maze for little ones. The Festival will end with a story walk led by Ian Gauthier of the Aldrich Public Library beginning at 6:00 p.m. Food and beverages will be available for sale thanks to Boy Scout Troop 714. For more information search for Town of Barre Recreation on Facebook or call the town offices at 479-9331.
3. **Do you like to play pickleball?** The recreation board is looking for a few volunteers to help set up and take down pickleball equipment. The volunteer(s) are not expected to help every Sunday during the pickleball season, as some recreation board members have volunteered to cover some of the dates. The board is planning to offer pickleball on Sunday afternoons from 1-3 pm at the BTMES gym, January 15- March 5. For more information or to volunteer contact the town manager's office at 479-9331.
4. **Got leaves but nowhere to put them?** Bring them to the Barre Town lawn waste site on Holden Road, a free service to residents. Normal hours are Wednesday afternoon 3:00 p.m. - 6:00 p.m., Thursday mornings 9:00 a.m. - Noon, and Saturday mornings 8:00 a.m. - Noon. On Saturday, October 22, it will be open 8:00 a.m. to 4:00 p.m. and Sunday, October 23rd, it will be open Noon - 4:00 p.m. Visit the Barre Town website at www.barretown.org for more information on how to use the lawn waste site.
5. **Are you ready to vote on November 8th?** View the sample ballots on the town website. Request your early ballot or register to vote by contacting the town Clerk's office at 479-9391. If you are not sure if you are registered to vote, check for your name on the Town of Barre voter checklist, posted at the Town Office and the following stores around town: Lawsons, Graniteville General, Hannaford, or Trow Hill Grocery.

GUESTS - None

PUBLIC HEARING - WEBSTERVILLE FIRE DISTRICT MERGER VOTE

Background: This is the first of two public hearings scheduled to present information to the public on the proposed merger of the Barre Town Water System and the Websterville Fire District #3. Some of the items to be reviewed will include information about the Fire District, how the two reached the merger decision, and what the Town would acquire (assets as well as responsibilities).

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to open the public hearing at 6:37 p.m. Tessier was not present for the vote.

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Manager Rogers gave an overview of how the decision was made to consider merging the two water systems. He noted the benefits to both the Town and Fire District members:

- The budget analysis (operating 2 systems) showed no impact to costs for the town system and may lower Fire District resident bills.
- The Fire District rates would be stabilized - same as the Town rate.
- Town would have a larger customer base for spreading fixed costs.
- A potential less expensive water source for the town system - saving on the purchase of water from other sources.
- Current water operator is certified to operate the Fire District water plant.

Some of the cons were:

- An additional 124 meters to be read and billed quarterly.
- More hydrants to maintain
- Additional water lines mean the possibility of additional leaks
- Additional work for staff operating a water plant.
- A special assessment district for the Fire District debt.

Steve Rubalcaba and Dave Dickinson from the Fire District were present. They noted the difficulty and expertise needed to operate a water district. Relying on volunteers is no longer viable. Funding for an upcoming water line project (cost of \$1.3 to \$1.5 million) is on hold with the State pending the outcome of this vote. It is the Fire District's opinion the State would really like this small district to merge with Barre Town.

The Fire District has been tightening up their system and continuing with improvements such as adding a generator at the pump station and updating an electrical panel (to be completed soon).

Barre Town resident Ellen McCarron stated she is in favor of the merger. There have been way too many "boil water notices" the past few years.

Paul McGinley noted the Manager has done a good job absorbing the smaller water districts over the years. However, he did note that at some point the two systems will need to be connected and this will cost money. He also has staffing concerns for plant operations.

On a motion by Mitchell, seconded by LaClair, the Selectboard voted to close the public hearing at 7:12 p.m. Tessier was not present for the vote.

PUBLIC HEARING - EAST BARRE SIDEWALK GRANT APPLICATION

Background: The East Barre sidewalk project has been in discussion since at least 2001 and saw a lot of support from the neighborhood going into the first grant awarded in 2005. The town's proposal did not include a feasibility study as the 2001 East Barre Traffic Study had already developed options. However, VTrans required the Town to conduct a feasibility study without increasing the grant amount accordingly, indicating we would be very competitive for an add-on grant from the same grant program in the future, allowing the Town to complete the project. It should be noted that if the project is not constructed, the Town will need to repay any grant funds it has already spent (about \$45,000 to date). This hearing is for the ad-on grant which is due October 20th. A public hearing held within one year of the grant application due date is a requirement of the grant.

In the Managers notes to the Selectboard it was stated the concern over parking was well-documented in advance of the first grant, but the extent of resistance over parking once the project entered the right-of-way phase by the property owner of the daycare operation was unexpected. Negotiations were complicated and protracted by the

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fact the owners live out of state, and that our contracted municipal project manager took full-time employment in 2010. This summer and fall, the Assistant Town Manager has had a discussion with each property owner prior to the last Selectboard meeting, and more discussions with the daycare provider and building owner since the meeting last week.

On a motion by Mitchell, seconded by LaClair, the Public Hearing for the East Barre Sidewalk Project was opened at 7:13 p.m. Tessier was not present for the vote.

Assistant Manager Elaine Wang provided a power point presentation describing the progress to date, conclusions of the additional feasibility study (funding not included in the original grant), and the remaining funds needed. Other items of interest were parking places for the impacted businesses, handicap parking, description of the sidewalk build (includes curbing), that this sidewalk construction would connect to an existing sidewalk closer to the round-a-bout, the 20% town grant match, and the ad-on grant request would be approximately \$88,000 plus the cost of the resident engineer during construction. The deadline for the ad-on grant is fast approaching. Ideally, if the grant was awarded in 2017 construction could begin as soon as 2018.

Property owners and residents spoke to parking, possible abuse of on-street parking, and it would be nice if a sidewalk could be extended up Mill Street toward the Church. None of the six members of the public present for the hearing were opposed to the sidewalk.

On a motion by LaClair, seconded by Paul White, the Selectboard voted to close the East Barre Sidewalk Project public hearing at 7:56 p.m.

GRANT APPLICATION SUBMISSION - EAST BARRE SIDEWALK

Background: Roger Dickinson (design engineer for the East Barre sidewalk) was present to answer questions.

On a motion by LaClair, seconded by Paul White, the Selectboard voted to authorize the Town Manager to submit a grant application for the East Barre Sidewalk project on Mill Street. Tessier was not present for the vote.

VT DEPT OF PUBLIC SERVICES ENERGY PLANNING STANDARDS

Background: Act 174 of the last legislative session directed the Vermont Public Service Department (VPSD) to develop energy project siting standards for towns that wish to have a substantial say in alternative energy project siting process. Comment on the VPSD draft standards is being taken until Thursday, October 20th. Our Planning Commission has been very concerned about the Town's lack of say in the solar farm siting process. They are requesting the Selectboard consider a joint letter stating our dissatisfaction which explains why our reasons. A draft was presented for the Board to review prior to the meeting.

Cedric Sanborn (Barre Town Planning Commission) was present. He reviewed the concerns as outlined in the letter.

On a motion by Paul White, seconded by LaClair, the Selectboard voted to approve the draft letter to the Public Service Department, dated October 18, 2016, regarding joint comments from the Barre Town Selectboard and Planning Commission regarding the draft Energy Planning Standards and to authorize the Town Manager to sign said letter. Tessier was not present for the vote.

POLICY FOR RELEASING GRAND LIST INFORMATION

Background: During Selectboard discussion at the October 11th meeting changes were requested. Draft 2 of the policy is being presented for the Board to review. The

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policy speaks to acceptable copy type (electronic, paper), format (spreadsheet style, text, etc.), staff time, delivery method (email, CD, in-person), and cost. The Town Attorney has reviewed the changes and stated they are satisfactory.

On a motion by LaClair, seconded by Mitchell, the Selectboard voted to adopt the "Grand List as a Public Record Policy" as presented. Tessier was not present for the vote.

TOWN FINANCE & INVESTMENT POLICY AMENDMENT

Background: In preparation for obtaining new credit cards for the Town it was noted the Town Finance & Investment policy does not allow for these types of transaction. Using credit cards is a form of financing. The one amendment will be in the Acceptable Financing section, which will add credit card purchases to the policy.

On a motion by LaClair, seconded by Paul White, the Selectboard voted to amend the Barre Town Investment & Finance Policy, Acceptable Financing section to include Credit Card purchases. Tessier was not present for the vote.

BANK RESOLUTION - AUTHORIZE NEW CREDIT CARD

Background: The Town has had on-going issues with the Town's credit card (timely processing, mailing of payments, and tracking down which department made charges and for what). As a result the two cards (municipal and EMS) were canceled. However, given the current business environment for the purchasing of goods (online), department needs, and accepted forms of payment, indicates the need for a credit card.

The Town Treasurer researched the various companies and banks with the final recommendation for a card through People's United Bank (PUB). Reasons for selecting a local bank are:

- Monthly payments can be made at the local branch in Barre which will resolve the payment processing and mailing issues.
- If paid on time each month there will be NO interest/finance charge. If the payment is late the penalty will be Prime +7%.
- There are no annual fees for the card.
- Cards will be issued within 10 business days.
- The Town currently does business with this bank (direct debit program).
- We will have the ability to go online and monitor card(s) activity and get statements timely if not received in the mail.

The process to obtain a card is to have the legislative municipal body adopt a Resolution authorizing the Treasurer to obtain credit cards on behalf of the Town and to complete an application. The Resolution will provide the maximum credit limit for the Town and the application will set the maximum per card limit. Four cards would be obtained for Municipal, EMS, Fire, and DPW.

On a motion by LaClair, seconded by Mitchell, the Selectboard voted to adopt the "BusinessCard Resolution Form for the Town of Barre" with Peoples United Bank and to authorize the Town Clerk-Treasurer to complete the credit card application and to sign both documents. Tessier was not present for the vote.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by LaClair, seconded by Mitchell, the Selectboard voted to approve the Accounts Payable warrant for the week of October 18, 2016. Tessier was not present for the vote.

MISCELLANEOUS - None

'ROUND THE TABLE

Mitchell inquired if the Selectboard would be discussing the recent court decision that requires Northeast Materials to obtain an Act 250 permit for its crushing operation. Other Board members present were not involved during the controversy surrounding the asphalt/crushing permit process. Rogers will provide Board members with a "thumbnail" of events which will be discussed at a later meeting.

Mitchell stated he does appreciate a shorter Police Department report. However, it is too short and does need to be expanded a little.

Paul White inquired if the Selectboard would be meeting on General Election night. He noted that the Board members are also on BCA and knows there may be a lot of write-in counting. The consensus of the Selectboard is to hold a short meeting on November 8th, to end around 7:15 p.m. so Board members can go to the polls to help with the end of night activities.

Paul White stated he had some concerns regarding "line striping" information he had received. He re-measured road widths and his numbers were different than those provided. The other concern he had was whether or not line striping on the first time paving of a Class 2 road can be included as part of the paving grant? Additional research will be needed. There was also a brief discussion on the cost of painting white lines.

Paul White also noted there was a tractor-trailer truck on West Road. He is wondering if the TSAC should look at the signage to see if it is adequate to let these trucks they should not be using the road.

LaClair stated he has received very positive feedback with regards to the Town's road paving program. On another note he has been doing a lot of door-knocking this campaign season. The number one item of concern has been the operation of Northeast Materials Asphalt/Crushing operations.

EXECUTIVE SESSION

On a motion by Mitchell, seconded by Paul White the Selectboard found that premature general knowledge would put the Town at a disadvantage with regards to personnel, real estate, and contractual matters. Tessier was not present for the vote.

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to go into executive session at 8:47 p.m. Tessier was not present for the vote.

On a motion by LaClair, seconded by Paul White, the Selectboard voted to come out of executive session at 9:18 p.m. Tessier was not present for the vote.

ADJOURN

On a motion by LaClair, seconded by Paul White, the Selectboard voted to adjourn at 9:18 pm. Tessier was not present for the vote.

Donna J. Kelty, Town Clerk

Selectboard Chair

Barre Town Selectboard