

BARRE TOWN SELECTBOARD AGENDA
November 15, 2016

1. Call to order 6:30 p.m.
2. Pledge of Allegiance
3. Consider approving agenda
4. Consider approving November 8, 2016 meeting minutes
5. Announcements
6. Receive guests (for non-agenda items)
7. Early budget presentations: a) Fire Chief - SCBA; b) EMS Director - ambulance purchase plan.
8. Discuss sewer flusher-vacuum truck purchase.
9. Consider approving 5-year gravel road plan.
10. Discuss non-profits & other organizations in the budget or on the ballot.
11. Consider amending the town forest logging contract.
12. Discuss employee evaluations.
13. Consider approving weekly accounts payable warrants.
14. Miscellaneous, if needed.
15. Round the table
16. Executive session - personnel.
17. Adjourn.

BARRE TOWN SELECTBOARD MINUTES
November 15, 2016

The duly warned meeting of the Barre Town Selectboard was scheduled and held on November 15, 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, Paul White, Rolland Tessier, and Tom White.

Others attending were: Town Manager Carl Rogers, Town Clerk Donna J. Kelty, Asst. Town Manager Elaine Wang, EMS Director Chris Lamonda, Fire Chief Chris Violette, Brad Morse, DPW Superintendent Richard Tetreault, Paul McGinley, and Town Attorney Michael Monte.

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 Tessier, seconded by Paul White, the Selectboard voted to approve the amended agenda, item 16, and add legal and labor contract (with action expected).

MINUTES

On a motion by Tessier, seconded by Paul Whiter, the Selectboard voted to approve the Selectboard meeting minutes from November 8, 2016 with the following corrections:

1. Page 1, Minutes, first line, delete the name Whiter and insert White; and
2. Page 2, TSAC (bottom of page), first paragraph, end of first line delete the word trucks.

ANNOUNCEMENTS

1. There will be no Selectboard regular meeting on Tuesday, November 22, 2016 due to the Thanksgiving holiday.

Selectboard Minutes of November 15, 2016continued:

2. On October 25, 2016, the Selectboard took action after Executive Session, whereby they approved a 2% pay raise for the non-union staff retroactive to July 1, 2016.
3. The November newsletter is in the mail. Take a look to learn about the new ambulances and power stretcher systems in service with Barre Town EMS, why the Planning Commission has proposed amendments to especially the energy chapter of the town plan, and where town forest users might be affected by logging this winter.
4. The Barre Congregational Church will hold its annual 5K Gobble Wobble Walk/Run on Thanksgiving morning. Registration is 8:00 a.m. to 9:15 a.m. in the Municipal Building. The race begins at 9:30 a.m. from Bolster Road, next to the Municipal Building. The course uses Websterville Road to the cemeteries, and follows Graniteville Road from the cemeteries to Rock of Ages between 9:30 a.m. - 10:30 a.m. If you are on the road on Thanksgiving morning you may want to take an alternative route to avoid the race activity in Lower Websterville. More information can be found in the November newsletter.
5. The days are very short now making more people walk in the dark. Pedestrians need to wear a reflective vest or at least light colored clothing and carry a flashlight. Pedestrians are advised to walk along the lane of on-coming traffic meaning the left side of the road. Drivers, watch carefully for pedestrians along the edge of the road.
6. The steep gravel section of Sterling Hill Road will be closed for the winter when weather and road conditions make it unsafe for travel. When the road is closed a sign will be posted at the intersection of Sterling Hill and Quarry Hill Roads. Watch for the sign.
7. The lovely Barre Town Recreation photo calendars are available for \$10 each from the town office, Lawson's Store in Websterville, and Quarry Hill Quick Stop on Quarry Hill Road. Proceeds benefit Barre Town Recreation.
8. Town offices will be closed on November 24th and 25th for the Thanksgiving holiday.

GUESTS - None

EARLY BUDGET PRESENTATION FOR EMS AND FIRE DEPARTMENTS

Background: EMS Director will talk to the Board regarding a new ambulance purchase plan. Currently the plan calls for purchasing ambulances over a five year period (2-1-1-1).

The Director stated based on call volume, trade-in values, he is recommending a 3 year rotation. Using the current estimated annual mileage an ambulance would have approximately 105,000 at the end of 3 years. Trading/selling at this point could mean a difference of about \$5,000 per unit in revenue. The cost of future ambulances (with new requirements) and the power cot system life expectancy (8 - 9 years) were noted. LaClair stated he would like to see the breakdown of costs by unit.

Lamonda also informed the Board that the Med boxes (locked units for narcotics) which were in the budget this year are obsolete. He had to go with a different model which was more costly. Therefore, he will be adding the cost for 2 more boxes (around \$2,000) in his proposed 17-18 budget.

Selectboard Minutes of November 15, 2016continued:

Another item being investigated at this time is a tracking/monitoring system for the ambulances. The Director feels that it would be very useful in knowing exactly where an ambulance is (in/out of radio range to help expedite communications if needed) and give other general information on the vehicle (speed when on the road, length of time at a particular stop/area, etc.). During conversation an issue was raised regarding the possibility of employees feeling that "big brother" is watching. Lamonda assured the Selectboard that issue would be addressed when/if he decides to request funding.

Background: The Fire Chief will present his plans for replacing the Department's SCBA equipment and air tank system. The estimated cost for the new equipment and system is about \$265,000. During the past year the Chief applied for a grant but it was denied.

The Chief informed the Board he will be reapplying for a grant. He is using last year's application but has been "beefing up" certain sections. The deadline is this Friday and it is hoped that awards will be announced no later than May 2017. This grant will only update the air system in one station and on the truck.

Should the grant fail the Chief feels it is imperative the Town replace the current system for safety reasons. The SCBA equipment is already 2 versions (and 12 years old) behind the NFPA recommendations. It is extremely difficult to find repair parts and the Department is down a couple of air tank units. The Town could finance the package. Estimated cost at 3.5% interest would result in an annual payment of \$51,000 for 5 years or \$27,700 for 10 years.

Board discussion focused on setting aside monies annually for future replacement(s), firefighter safety, and mutual aid assistance issues due to equipment.

SEWER VACCUM TRUCK PURCHASE DISCUSSION

Background: At their November 1st meeting the Selectboard asked the DPW Superintendent to gather information on purchasing the vacuum truck chassis directly, to obtain some pricing on selling our unit outright versus a trade-in, and to obtain specifics on warranty types and costs.

The Superintendent provided the Board with various handouts for the above noted items prior to the meeting for review. It was noted there are no extended warranties on the flusher/vacuum unit.

Board discussion focused on new versus used trucks; purchasing the chassis outright there will be no additional cost to deliver to the vacuum/flusher manufacturer; chassis inspection can be done using a checklist versus sending staff to the plant; the desire of the DPW Superintendent to at least get the bid process started as it would be 2 stages (purchase of Chassis then purchase of unit); what might be the best warranty option(s), and more importantly the financing and possible creation of an annual budgetary amount to be placed in a capital fund for a future replacement.

Consensus of the Board is to prepare the chassis bid specifications for distribution.

5-YEAR GRAVEL ROAD PLAN

Background: The 5- Year Gravel Road Plan is a tool that is used to ensure roads are maintained and/or improved as needed and to assist Management when preparing proposed fiscal year budgets. Current practice is to evaluate roads every two years with this year being the off year. Criteria for evaluating roads are: mud season, dust, and grading needs; number of homes on the road; and traffic volume. The Plan being presented at the

Selectboard Minutes of November 15, 2016continued:

meeting has a few minor changes to years 1-4 and will cover the period FY 2017-2018 through FY 2021-2022.

DPW Superintendent and Town Manager Rogers stated that right now the gravel roads in Barre Town are getting pretty good. Many have been rebuilt and are being well maintained. The Town may need to review how roads are being evaluated in the future. There was brief discussion on when would be the good time to pave a road. Some factors in determining when to pave would include selecting a section of gravel road between two paved pieces, the number of homes served on the road, the volume of traffic, mud season issues, and snow plow routes. The Board was assured this practice is followed.

On a motion by Tessier, seconded by LaClair, the Selectboard voted to adopt the Town of Barre 5-Year Gravel Road Plan, Fiscal Year 2018 - 2022 as presented.

NOT-FOR-PROFITS AS A BALLOT ARTICLE VS. BUDGETED LINE ITEM

Background: As requested by the Selectboard they were provided with the following items: a list of Not-For-Profit organizations who receive Barre Town funding (to include amounts and those included as a line item in the budget), the Not-For-Profit Policy, and a copy of the 2016 Budget Committee minutes discussing this topic.

Paul White stated he found the information very useful. Discussion focused on the policy section, Exclusions. The sentence "Organizations providing what are generally regarded as municipal services or services complementing Barre Town services or activities are excluded" is still a little foggy.

AMEND TOWN FOREST LOGGING CONTRACT

Background: Jeff Smith, our consulting forester, helped write the specs for logging 55 acres of the Town Forest. The area is north and south of Littlejohn Road. Five bids were received. The loggers bid on how much money they would return to the Town for various types of timber. George deNagy submitted the high bid last fall and was awarded the contract. Due to a very mild winter, and on Smith's recommendation, deNagy's contract was suspended on March 1, 2015 with work to resume in the fall or winter of 2016. Mr. deNagy has 42 acres south of Littlejohn Road left to log.

Our consulting forester reported to the Town Manager the price of low grade wood has dropped. As a result the contractor (deNagy) is requesting a reduction in the price per cord he pays the town for firewood. The Board received a copy of an email from Mr. Smith outlining what last year's harvest produced.

The Town/consultant has been pleased with the contractors work. He has reduced slash to a minimum and there is very little ground damage. During the last Recreation Board meeting Millstone Trails Association President inquired if the same logger would be back this winter and was informed yes. That Association was pleased as they felt he also did a good job.

On a motion by Mitchell, and duly seconded, the Selectboard voted to approve an amendment to the Town Forest logging contract with George deNagy and reduce the price per cord of firewood paid to the Town from \$26.00 to \$15.00.

EMPLOYEE EVALUATIONS

Background: Board member LaClair had asked for this item to be placed on the agenda. Recent discussions led to the conversation of no "formal" personnel evaluation process. He believes this type of process is very productive and beneficial to both employee and employer.

Selectboard Minutes of November 15, 2016continued:

During discussion the Board recognized there are several unions which dictate pay increases and therefore evaluations would not be used for that reason. Topics worthy of mention include: the hierarchy of who would perform the various evaluation, the varying departmental tasks may mean a variety of evaluation forms, perhaps there is a need for some type of policy to govern the task, and form types can be solicited from VLCT and other communities.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Tessier, seconded by Paul White, the Selectboard voted to approve the Accounts Payable warrant for the week of November 15, 2016.

MISCELLANEOUS

Assistant Manager Wang noted that the City of Barre lifted its voluntary water conservation request this past Friday.

'ROUND THE TABLE

LaClair thanked the residents of Barre Town for his re-election to the House. The Barre Town and Barre City Representatives will be holding a public forum to take comment on issues facing the Barre area they feel should be addressed this legislative session. As always please feel free to contact him with comments/concerns/questions. Tessier congratulated Mr. LaClair.

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 legal, labor contract, and personnel matters.

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to go into executive session at 8:35 p.m. for legal, labor contract and personnel matters and to include Town Attorney Michael Monte.

Attorney Monte left the meeting at 10:12 p.m.

On a motion by Mitchell, seconded by Tessier, the Selectboard voted to come out of executive session at 10:20 p.m.

CONTRACT APPROVAL

On a motion by Mitchell, seconded by LaClair, the Selectboard voted to approve a three (3) year labor contract for the Department of EMS for the period July 1, 2015 through June 30, 2018.

ADJOURN

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to adjourn at 10:22 pm.

Donna J. Kelty, Town Clerk

Selectboard Chair

Barre Town Selectboard