

BARRE TOWN SELECTBOARD MEETING AGENDA  
October 20, 2009

**DRAFT**

- PILOT: Budget Reports 6:30 p.m.
1. Call to order 7:00 p.m.
  2. Pledge of Allegiance
  3. Consider approving minutes from meeting of October 13 meeting
  4. Announcements
  5. Receive guests (for non-agenda items).
  6. Award contract for electrical vaults.
  7. Award contract for utility conduit.
  8. Award contract for winter sidewalk maintenance.
  9. Consider signing Finance and Maintenance agreement for Bridge Street bridge.
  10. Consider co-sponsoring International Climate Action Day.
  11. Consider authorizing closure of Sterling Hill Road for the winter.
  12. Discuss model Letter of Interest for board/commission vacancies.
  13. Consider approving weekly accounts payable warrants.
  14. Miscellaneous
  15. Round the Table
  16. Executive Session: real estate, legal, personnel (action expected).
  17. Adjourn

**BARRE TOWN SELECTBOARD MINUTES**  
October 20, 2009

The duly warned meeting of the Barre Town Selectboard of October 20, 2009 was held at the Barre Town Municipal Building, Selectboard Room, Lower Websterville at 7:00 p.m.

The following members were in attendance: Jeff Blow, Jeff Newton, Marion Fish, Jeffrey Gagne, and William Wolfe.

**REGULAR MEETING**

Attendance for the regular meeting included: Town Manager Carl Rogers, Town Clerk-Treasurer Donna J. Kelty, Town Management Intern Kelly Houston, Doug Farnham, and Jeanne Daniele arrived at 7:40 p.m.

Selectboard Minutes of October 20, 2009 continued:

### CALL TO ORDER

The meeting was called to order at 7:00 p.m.

### PLEDGE OF ALLEGIANCE

Those present recited the Pledge of Allegiance.

### MINUTES

*On a motion by Gagne, seconded by Wolfe, the Selectboard voted unanimously to approve the Selectboard Meeting Minutes of October 13, 2009.*

### ANNOUNCEMENTS

1. Along with normal hours of operation the Holden Road lawn waste site will be open from 8:00 a.m. - 4:00 p.m. on Saturday, October 24 and Noon - 4:00 p.m. on Sunday, October 25<sup>th</sup>. This is the last weekend of extended hours.
2. There is an opening on the Board of Recreation. The Board is responsible for the management of Barre Town's playgrounds, facilities, and related recreation programs. This Board meets the first Wednesday of the month in the lower conference room of the Municipal Building at 6:30 p.m. If you are interested in serving the remainder of a term to expire in 2012 please contact the Town Manager's Office 479-9331 or [khouston@barretown.org](mailto:khouston@barretown.org).
3. Halloween will be here before we know it. Trick-or-treaters will be out and about on the evening of Saturday, October 31<sup>st</sup>. Please watch for children as they cross the road between houses. Do your part to promote safety this Halloween.
4. The South Barre Fire Station will be holding a haunted house on Friday, October 30<sup>th</sup>. The cost of admission is \$5.00 per person. The proceeds will benefit the Barre Town Fire Department and it's auxiliary.
5. Notice: Effective November 1, 2009 the Central Vermont Solid Waste District (CVSWMD) will be increasing the fees charged for trash AND recycling disposal. Trash bag prices will increase 50 cents bringing 15 gallon bags to \$3.00 and 30 gallon bags to \$4.00. Household recyclables - mixed paper, aluminum, glass, plastic, etc., will cost \$1.50 for a 15 gallon bag, \$2.00 for a 30 gallon bag, and \$3.00 for anything over 25 lbs.
6. Notice: Starting November 1<sup>st</sup> the winter parking ban will be in effect from 11:00 p.m. - 7:00 a.m.
7. Reminder: As winter approaches, be sure to have your vehicle serviced and your tires switched from all season remedial tires to snow tires to ensure safe driving during the winter season. Also, if you have not done so already make sure that your heating system is checked and cleaned (i.e. wood stove pipe and chimney) for safety, longevity, and efficiency.

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Selectboard Minutes of October 20, 2009 continued:

**GUESTS**

There were no guests.

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**CONTRACT FOR ELECTRICAL VAULTS**

Background: On October 6<sup>th</sup>, bid requests were sent out for the concrete vaults needed for the utility extension at the Wilson Industrial Park as it relates to the S.B. Electronics project. Four (4) bids were received ranging from \$18,550 - \$27,125. The local vendor allowance does not apply as all bidders are local. Town Engineer Hinrichsen reviewed the bids and it is recommended the Selectboard award the contract to the lowest bidder, S.D. Ireland.

*On a motion by Wolfe, seconded by Gagne, the Selectboard voted unanimously to award the contract for seven electrical vaults to S.D. Ireland for a total cost of \$18,550.00.*

**CONTRACT FOR UTILITY CONDUIT**

Background: Bid requests for the utility conduit for the Wilson Industrial Park were mailed October 6<sup>th</sup>. Three vendors replied: Barre Electric, E.J. Prescott, and Johnson Hardware. E.J. Prescott failed to include pricing for the copper pipe needed for the job. The Town Engineer reviewed the bids and noted Barre Electric's bid was the lowest price and included all the items needed. However, the additional spool of 500 lb. pull line may not be needed.

*On a motion by Wolfe, seconded by Gagne, the Selectboard voted unanimously to award the contract for the utility conduit for the Wilson Industrial Park to Barre Electric based on their unit bid prices.*

**CONTRACT FOR WINTER SIDEWALK MAINTENANCE**

Background: The Town sought bids for winter sidewalk maintenance. Only one contract responded. This contract covers the winter maintenance of sidewalks in South Barre, Lower Websterville, Lower Graniteville, East Barre, and Hill Street. The contractor was asked to provide pricing for 25 clearings and 4 clearing treatments separately. The one bid was from B & G Contracting, a fairly new local company for a total cost of \$13,330.

During discussion Rogers expressed concern as the new company planned on using two (2) residential push-type snow blowers. One is in the shop for repair. He noted the South Barre sidewalk can be extremely difficult to snowplow due to the State plows depositing road snow onto the sidewalk. The possibility of awarding the contract to the vendor for the Lower Graniteville, East Barre and Hill Street sidewalks was an option.

East Barre resident Doug Farnham expressed concern for the sidewalk in front of his home. He lives on the corner of Cobble Hill and Route 302. With the installation of the roundabout he is unsure where snow will be deposited. Prior to the roundabout construction he had to push back his banks to ensure he had sight distance to exit his driveway onto Route 302. With the slip lane no longer being there to take the road snow it is anticipated he will have site distance issues.

Newton stated with his personal experience of snowplowing the South Barre sidewalk he has concerns the residential machines would not be able to do the job. Rogers

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noted there is a clause in the contract that states if the Town has issue with the job of the vendor and the vendor does not correct it, the contract can be terminated.

The consensus of the Selectboard is not to take action at this time. Rogers will contact the State to meet at the roundabout and discuss what their plans are for snow plowing/removal. The Manager will also check with the Cemetery crew to see if they might be willing to take care of some of the sidewalk maintenance.

#### FINANCE & MAINTENANCE AGREEMENT FOR BRIDGE STREET BRIDGE

Background: In June 2009 the Selectboard authorized a letter be sent to VTRANS detailing how they would like to see the Bridge Street bridge project proceed. On September 8, 2009 there was a public hearing for this project. The next step is to have the Selectboard sign a typical finance and maintenance agreement for state projects on a town facility. The agreement states the project costs will be split where the federal government pays 80%, state pays 10%, and Barre Town pays 10%. As is customary the Town will be responsible for maintaining signs, pavement markings, and the bridge.

*On a motion by Gagne, seconded by Newton, the Selectboard voted unanimously to approve and sign the maintenance and finance agreement for the Bridge Street Bridge project.*

#### INTERNATIONAL CLIMATE ACTION DAY

Background: At the last meeting George Plumb asked the Selectboard to consider being a co-sponsor for the International Day of Climate Action on Saturday, October 24, 2009. He also asked the Board if the Town would donate a police escort to lead a group of bikers from the Restore in Barre City to the VSECU parking lot on the Barre-Montpelier Road and back from approximately 1:00 - 3:00 p.m. The Police Chief stated he would be able to provide a car/officer. Since last week's meeting, each of the four surrounding communities had stated support in one form or another.

*On a motion by Fish, seconded by Wolfe, the Selectboard voted unanimously to support the International Day of Climate Action by providing one Police Officer and cruiser for the bicycle ride on Saturday, October 24, 2009.*

#### WINTER CLOSING OF STERLING HILL ROAD

Background: Every Fall, the Board authorizes closing the gravel section of Sterling Hill Road. The practice has been once the road is closed, it stays closed for the winter regardless of weather and road conditions. This practice cuts down on the public's confusion and inconvenience. Normally, the road is closed on the second Friday in November with the authority to close earlier if needed due to weather and road conditions.

*On a motion by Fish, seconded by Gagne, the Selectboard voted unanimously to close the gravel section of Sterling Hill Road on November 13, 2009 or earlier if weather requires, with said road remaining closed until the DPW Superintendent determines that it can be reopened in the spring.*

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Selectboard Minutes of October 20, 2009 continued:

### LETTER OF INTEREST FOR BOARD AND COMMISSION VACANCIES

*Background:* A draft of a sample letter of interest for board/commission vacancies was presented to the Board for discussion. This is an opportunity for the Selectboard to think about what they would like to know about potential board/commission members and to ensure the interview and selection process are successful.

*On a motion by Gagne, seconded by Wolfe, the Selectboard voted unanimously to approve the Model Letter of Interest as presented.*

During the motion discussion the Selectboard stated once the document is in final draft it is to be posted on the website.

### WEEKLY ACCOUNTS PAYABLE WARRANT

*A motion was made by Wolfe, seconded by Newton, to approve the accounts payable warrant as presented.*

### MISCELLANEOUS

There was no miscellaneous.

### 'ROUND THE TABLE

Fish stated it was very nice to receive the letter from the Town of Orange expressing their appreciation for allowing Barre Town Assistant Town Clerk Kathie Felch to work in the Orange Town Clerk's Office last spring while the Orange Town Clerk was out due to illness.

### EXECUTIVE SESSION

*On a motion by Gagne, seconded by Wolfe, the Selectboard voted unanimously to go into executive session at 7:34 p.m. to discuss real estate, legal, and personnel. Jeanne Daniele was also included in the executive session.*

*Ms. Daniele left the executive session at 8:26 p.m.*

*On a motion by Gagne, seconded by Wolfe, the Selectboard voted unanimously to come out of executive session at 8:54 p.m.*

### APPOINTMENT ACTION

*On a motion by Gagne, seconded by Wolfe, the Selectboard voted to remove Jeanne Daniele as the Barre Town Representative to the Central Vermont Regional Planning Commission. Blow abstained.*

*On a motion by Gagne, seconded by Fish, the Selectboard voted to appoint Byron Atwood as the Barre Town Representative to the Central Vermont Regional Planning Commission. Blow abstained.*

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Selectboard Minutes of October 20, 2009 continued:

ADJOURN

*On a motion by Newton, seconded by Gagne, the Selectboard voted unanimously to adjourn at 8:57 p.m.*

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Donna J. Kelty, Town Clerk-Treasurer

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Selectboard Chair

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Barre Town Selectboard

