

**BARRE TOWN SELECTBOARD MEETING AGENDA**  
December 22, 2009

PILOT: GIS Presentation

6:00 p.m.

1. Call to order 7:00 p.m.
2. Pledge of Allegiance
3. Consider approving minutes from meeting of December 15 meeting
4. Announcements
5. Receive guests (for non-agenda items).
6. Report from Barre Town Bike Path Committee/
7. Consider approving Assessor's Errors and Omissions List.
8. Consider awarding contract for winter sidewalk maintenance.
9. Consider authorizing 2-year dispatch contract.
10. Consider approving amendment to Phelps Engineering service contract.
11. Consider adopting resolution No. 10-09 designating a public agency (CVRPC) to perform CDBG work.
12. Consider approving 2010 EMS billing fees.
13. Discuss the election of a School Treasurer.
14. Consider approving weekly accounts payable warrants.
15. Miscellaneous
16. 'Round the Table
17. Executive Session: contract, personnel, legal (action expected).
18. Adjourn

**BARRE TOWN SELECTBOARD MINUTES**  
December 22, 2009

The duly warned meeting of the Barre Town Selectboard of December 22, 2009 was held at the Barre Town Municipal Building, Selectboard Room, Lower Websterville at 7:03 p.m.

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

**REGULAR MEETING**

Attendance for the regular meeting included: Town Manager Carl Rogers, Town Clerk-Treasurer Donna Kelty, Town Management Intern Kelly Houston, Bob Murphy, Paul McGinley, Tom Semprebon, and Assessor Joseph Levesque.

Selectboard Minutes of December 22, 2009 continued:

**CALL TO ORDER** - The meeting was called to order at 7:03 p.m.

**PLEDGE OF ALLEGIANCE** - Those present recited the Pledge of Allegiance.

### **MINUTES**

*On a motion by Fish, seconded by Newton, the Selectboard voted unanimously to approve the Selectboard Meeting Minutes of December 15, 2009.*

### **ANNOUNCEMENTS**

1. Budget season is right around the corner. The Town Manager's office is now taking names of residents who would like to be on the Budget Committee. If you or someone you know is interested, contact the Town Manager's office (479-9331) or [crogers@barretown.org](mailto:crogers@barretown.org).
2. Barre Town provides residents with access to winter sand. Sand for public use is located just outside the DPW yard gate on Websterville Road. Stock up before winter conditions arrive. Availability is not guaranteed, especially during winter storm events. Don't wait for stock piles to diminish. Please help yourself to what is available and stay outside of the DPW gates to ensure safety and accountability.
3. Christmas tree collection will begin on Monday, January 4, 2010 (north side of town).

**GUESTS - None**

### **REPORT FROM BARRE TOWN BIKEPATH COMMITTEE**

Background: Chair Bob Murphy will be present to give an update. It is noted that since the last time Mr. Murphy was before the Selectboard there has been definitive discussion regarding a bike path location. One option will be to drop down from the existing bike path, going down Sterling Hill Road, to East Park Side Terrace, and connecting with the South Barre bike path. The second option will run along the power lines from the existing bike path and will drop down on to Wilson Street to connect with the South Barre bike path off Bridge Street. As requested the Committee has also been discussing the East Barre bike path assignment. While they have reached some agreement on alignment, there is still some difficulty in determining how they will connect with the existing bike path as it will require getting an easement to the Ballard property which at this point needs to be approached.

Mr. Murphy's report included:

- A brief overview of the Central Vermont Regional path.
- An explanation of the Sterling Hill Path, and its two alternatives (Pouliot Ave alternative and Wilson Street alternative), using a map that was prepared by CVRPC.
- An explanation of the East Barre Path, including the 2000' portion which has been roughly completed, the desired connection to East Barre by the Ballards' property, and connections to the south (near Gregoire Street) and west (near Town Offices).
- Reported that Barre City has applied for a \$25,000 planning grant to study the Sterling Hill Path (with 2 alternatives) as well as other routes to complete the link to Depot Square. The Barre Town Committee looked in applying for a planning grant under the Recreation Trails Grant program, but has learned that planning is not eligible. As the linkage between Barre Town and Barre City is our current focus and

Selectboard Minutes of December 22, 2009 continued:

top priority, the Bike Path Committee recommends developing an RFP from design consultants early next year to do this study. If the City's grant application is accepted using the Semprebon bequest money may not need to be used. However, should the application be denied, or if it proves inadequate to obtain the services needed, then the recommendation we be to use the Semprebon bequest funds as needed.

- The second priority is to get the East Barre Path usable to more townspeople. The Bike Path Committee is recommending the Selectboard include funding in the FY 2010-2011 budget to cover the cost of a bikepath easement to connect the cleared part of the path to Websterville Road across from Church Street in East Barre and for the construction of that portion. It is the committee's intent to seek opportunities for funding the design of the remaining portions of the East Barre path (south to near Gregoire Street and west to the vicinity of the Municipal Building). Once the design of the segments is completed and the costs and construction issues known, the committee will be in a position to recommend next steps, such as acquisition of right-of-way easements and construction.

### **ERROR'S AND OMISSION LIST #3**

Background: The Assessor is seeking two corrections. Item 1: In 1984 Rock of Ages provided the town with a survey of their properties, which included Map 2 Lot 008-00 which is currently listed as a single parcel of 13.1 acres. Upon review of the map (Town file 13-1511 in the Planning and Zoning Office) it was noted the parcel is actually 2 parcels (one being 3.31 acres and the other 10.1 acres). So for the last 25 years the land has been taxed incorrectly. Item 2: Rock of Ages contiguous lands should be entered into the grand list as 1 parcel for taxation purposes. This consists of inactivating all pieces and combining them into one (1) taxable parcel. This combination does not change the assessed value of the individual lot, but will eliminate separate bills for each parcel.

*On a motion by Gagne, seconded by Wolfe, the Selectboard voted unanimously to approve the Errors and Omissions List #3.*

### **2010 EMS BILLING FEES**

Background: The 2010 EMS fee schedule was presented to the Selectboard for review. Fees are increasing by 10% due to operational costs. Other notable changes include the CMS temporary rate increase has been decreased 3% and the VT Medicaid rate increase has also decreased by 2%. If approved, the new rates will take effect January 5, 2010.

	2010	2009
Description	Proposed Rate	Current Rate
Mileage	12.00	12.00
ALS 1 Non-Emergency	515.00	465.00
ALS 1 Emergency	590.00	535.00
BLS Non-Emergency	400.00	360.00
BLS Emergency	495.00	450.00
ALS 2 Emergency	850.00	775.00
Specialty Care Transport	1,060.00	965.00

*On a motion by Newton, seconded by Wolfe, the Selectboard voted unanimously to adopt the 2010 EMS billing fees as presented to be effective January 5, 2010.*

## WINTER SIDEWALK MAINTENANCE

Background: The Selectboard instructed the Manager to re-bid the winter sidewalk maintenance contract, amending the term to three years. Originally the Town received a bid of approximately \$13,000 from D&D, a local start-up company. D&D was planning on using residential grade equipment for the job, which is not sufficient given sidewalk conditions. The bid opening for the new contract will be December 21<sup>st</sup>.

Blow abstained from the conversation due to his relationship with Mr. Farnham.

A motion was made and withdrawn to award the 3-year contract to JERF Lawn Care. Mr. Farnham, JERF owner, stated he was of the understanding that regardless of weather conditions he would receive his full annual bid amount, not be paid on a per call basis. Should JERF be awarded the contract he will be purchasing a new Kubota and is concerned if he were to be paid on a per call basis he could not fulfill the financial obligation for the equipment purchase.

The Board discussed the possibility of rebidding for a flat rate; the contract has already been put out to bid twice, and only two bids were received. Wolfe asked Mr. Farnham if he would be willing to accept the contract if: 1) the Town would pay the full annual bid amount regardless of the number of call outs; and 2) willing to accept he could be called out more than the estimated number in the RFP without additional compensation. Mr. Farnham stated this was acceptable

*On a motion by Wolfe, seconded by Fish, the Selectboard voted unanimously to award the winter sidewalk maintenance 3-year contract to JERFs Lawn Care with the understanding that: 1) the Town would pay a flat annual fee (1<sup>st</sup> and 2<sup>nd</sup> year at \$13,662.00 and 3<sup>rd</sup> year at \$14,272.00); and 2) JERFs Lawn Care acknowledges there is no limit to the number of call outs per year. It is noted for the record Blow did not participate in the discussion and abstained from the motion.*

## DISPATCH CONTRACT

Background: During the Selectboard meeting two weeks ago a dispatch contract with Barre City (3 year) was approved. At the same time the Barre City council authorized a two year service contract be offered. The most notable change with the two year contract is the cancelation clause has been amended from 90 days to 6 months. The contract cost remains unchanged from the original.

*On a motion by Fish, seconded by Gagne, the Selectboard voted unanimously to remove the dispatch contract discussion from the table.*

*On a motion by Blow, seconded by Gagne, the Selectboard voted unanimously to adopt the two-year dispatch contract with Barre City to expire June 30, 2011.*

During discussion the Selectboard directed the Town Manager/staff to continue researching dispatch options including Lamoille.

Resident Paul McGinley stated he had written a letter to the Editor of the Times Argus which has not been published. The letter recommended the Selectboard sign the dispatch contract with the City while reviewing options.

### **AMENDMENT TO PHELPS ENGINEERING SERVICE CONTRACT**

Background: Phelps Engineering is seeking a no-cost service contract amendment to provide additional budget for record drawings. The original project was commissioned in 2002 by the East Barre Fire District. This amendment will allow for the preparation of 1-inch to 20 foot scale record drawings replacing the 1-inch 40 foot scale drawings requested by the district. New drawings will be more in line with standard depictions of village areas. Record drawings enhance not only record keeping but are also useful for future waterline repairs or development.

*On a motion by Wolfe, seconded by Gagne, the Selectboard voted unanimously to authorize the Town Manager to sign the amendment to the Mill Street Water Main Replacement Engineering Service Agreement.*

Fish expressed her concern with the number of amendments for service contracts of this type.

### **RESOLUTION #10-09, DESIGNATING A PUBLIC AGENCY FOR GRANT**

Background: As part of approving the administrative service contract for the SB Electronics CDBG grant with Central Vermont Regional Planning Commission (CVRPC) the Selectboard needs to adopt a form resolution designating CVRPC as a public agency.

*On a motion by Fish, seconded by Wolfe, the Selectboard voted unanimously to adopt Resolution 10-09 Form PM-4 as it relates to the Central Vermont Regional Planning Commission administering the CDBG grant on behalf of the Town of Barre, Vermont.*

### **ELECTION OF SCHOOL TREASURER**

Background: By statute, if a School District does not elect a Treasurer the duty automatically falls to the Town Treasurer. The Barre Town Treasurer currently holds the position of the Barre Town Middle & Elementary School District Treasurer. The School Board discussed electing a School Treasurer and would like to know it has the Selectboard's support on this matter before proceeding with the election process. Last year the school district installed a new accounting system which does a large portion of the Treasurer's duties. As it currently stands, the Town Treasurer only signs checks and keeps a copy of the signed warrants. Treasurer Kelty stated that while she supports the new accounting system, she is having issue with not having the hands-on access and knowledge with regards to the cash transactions. Ms. Kelty supports electing a separate School Treasurer noting it makes sense to have all financial records and duties performed within one operating entity, the School.

Blow asked if a school treasurer were to be elected will this impact the cost sharing discussion. The Treasurer stated the majority of the cost sharing is due to elections. Wolfe stated he would support an elected school treasurer provided the "transparency" does not change.

*On a motion by Fish, seconded by Gagne, the Selectboard voted unanimously to support the Barre Town Middle & Elementary School District if they choose to "elect" a school treasurer.*

Selectboard Minutes of December 22, 2009 continued:

### **WEEKLY ACCOUNTS PAYABLE WARRANT**

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

### **MISCELLANEOUS**

The Selectboard had asked the Intern to research purchasing propane at a lower cost. She stated the Town Engineer is checking with Suburban (also owns the above ground DPW propane tank) and Amerigas to see if the companies are willing to sell propane to us at the State contract price (with Irving). More information will be provided at a later date.

Rogers wished everyone a Merry Christmas and Happy New year. The comments were echoed by the entire Board.

### **'ROUND THE TABLE**

Fish stated that given the weather conditions, she is extremely thankful to the DPW water crew who fixed a broken water main on Silver Circle this past Sunday morning. Work began around 4:00 a.m. and water service was restored around 9:00 a.m.

Wolfe note that tomorrow, December 23, 2009 is Chair Blow's birthday.

Blow reminded the Board there will be a PILOT session next Tuesday, December 29, 2009 at the Barre City Dispatch. The Board will tour the facility and begin to discuss some of the service issues which need to be resolved.

Blow informed the viewers there have been repeated break-ins in Lower Graniteville. He asked residents to keep their motion lights on and be alert to suspicious vehicles in your neighborhoods.

The Intern had presented the Selectboard with the most recent delinquent tax information. Blow asked members to study the documents and email the Manager with any questions.

### **EXECUTIVE SESSION**

*On a motion by Fish, seconded by Wolfe, the Selectboard voted unanimously to go into executive session at 8:27 p.m. to discuss contracts, personnel, and legal.*

*On a motion by Fish, seconded by Gagne, the Selectboard voted unanimously to come out of executive session at 10:02 p.m.*

### **SELECTBOARD ACTION**

*On a motion by Gagne, seconded by Newton, the Selectboard voted unanimously to submit the EMS proposal as discussed in executive session.*

**LEGAL SERVICES CONTRACTED**

*On a motion by Gagne, seconded by Wolfe, the Selectboard voted unanimously to retain Attorney Charles Merriman to represent Barre Town in the Rock of Ages tax appeal.*

**EMS CONTRACTED SERVICE**

*On a motion by Gagne, seconded by Wolfe, the Selectboard voted unanimously to provide temporary daytime ambulance coverage for Northfield, Vermont during the period December 21, 2009 through January 1, 2010.*

**ADJOURN**

*On a motion by Newton, seconded by Fish, the Selectboard voted unanimously to adjourn at 10:03 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**