

# BARRE TOWN SELECTBOARD MEETING AGENDA

April 10, 2018

1. Call to order 6:30 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of April 3, 2018.
5. Announcements
6. Receive guest (for non-agenda items).
7. Presentation of VT-Alert program and implementation process.
8. Department Head quarterly visit: a) Town Engineer; b) Public Works Supervisor; c) Police Chief; and d) Fire Chief/Planning-Zoning Director.
9. Consider approving: a) police services contract for Thunder Road's 2018 race season; b) Thunder Road's special event permit for the 2018 race season.
10. Discuss suggested re-zoning of lower section of Wilson Industrial Park and pf land east of Bolster Road.
11. Executive session (personnel).
12. Public hearing for proposed Town Charter amendment giving voters option to abolish position of elected auditor.
13. Consider authorizing testimony on H859, a bill that would erase historic leased lands such as English School lots.
14. Consider designating volunteer group to work at bulk trash collection.
15. Consider approving weekly accounts payable warrant for April 10, 2018.
16. Miscellaneous: 1) first class liquor license for Canadian Club; 2) outdoor consumption permit for Canadian Club; and 3) second class liquor license for Great Energy Store.
17. 'Round the table.
18. Executive session: contract (if needed).
19. Adjourn.

## BARRE TOWN SELECTBOARD MINUTES

April 10, 2018

The duly warned meeting of April 10, 2018 was held at the Barre Town Municipal Building, Selectboard Room, Lower Websterville at 6:30 p.m.

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

Attendance for the regular meeting included: Town Manager Carl Rogers, Assistant Town Manage Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, Police Chief William Dodge, Town Engineer Harry Hinrichsen, DPW Supervisor Richard Tetreault, Fire Chief and Planning/Zoning Administrator Christopher Violette, and Times Argus Reporter Eric Blaisdell.

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

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

### APPROVE THE AGENDA

*On a motion by Nelson, seconded by Tessier, the Selectboard voted to accept the meeting agenda.*

### MINUTES

*On a motion by Tessier, seconded by Nelson, the Selectboard voted to approve the Selectboard meeting minutes of April 3, 2018 with minor spelling and grammatical changes.*

## ANNOUNCEMENTS

- If you know anyone looking for summer work who would like to have their afternoons free, please encourage them to apply for summer seasonal work with Barre Town. We need more applicants for our public works positions. Interested people can visit [www.barretown.org](http://www.barretown.org) for more details and to apply.
- The Fiscal Year 2016-2017 Barre Town Report is now available at many locations around Town. Pick up your hard copy at Lawson's Store, Graniteville General Store, Quarry Hill Quick Stop, Trow Hill Grocery, Brookside Country store, Hannaford Grocery, or the Municipal Building. It will also be viewable on the town website shortly.
- There is still time to file your Homestead Declaration Form with the State to avoid a \$15 penalty! The deadline is April 17<sup>th</sup>, but you can still file before October 15, 2018. It is worth filing because otherwise you will be taxed at the higher, non-residential rate for the state education tax part of your property tax bill. If you have any questions, Joyce in the Assessor's office would be happy to help you at 802-479-2595 or in person at the Town Offices.
- Town meeting will be held on Wednesday, May 2, 2018 at the Barre Town Municipal Building, 7:30 p.m., Selectboard meeting room. The agenda includes award of the Wendell F. Pelkey Citizenship & Service Award. A presentation on the proposed budget will also be made that night. Australian ballot voting will be held on Tuesday, May 8, 2018, 7:00 a.m. - 7:00 p.m., at the Barre Town Middle & Elementary School gymnasium. Items on the ballot will include municipal budgets, election of officers, whether the Town shall enter the Central Vermont Internet Communications Union District, and a charter change to allow for the elimination of the "Elected Town Auditor" office. See the February town newsletter for information on the Central Vermont Internet item and the upcoming Town newsletter for more on the auditor ballot item. For early ballots contact the Town Clerk's office (802-479-9391) or email [dkelty@barretown.org](mailto:dkelty@barretown.org).
- Register to vote online now through the Vermont Secretary of State website, or in person at the Clerk's Office at 149 Websterville Road.
- The Selectboard will hold a site visit and public hearing on the layout for the proposed East Barre Sidewalk along Mill Street and a small part of Websterville Road on Tuesday, April 17<sup>th</sup>. The Selectboard will meet at the East Barre Fire Station at 6:15 p.m. for the site visit and the public is welcome to attend. The public hearing will be held back at the Municipal Building as part of the regular Selectboard meeting, which will start at 6:45 p.m. For more information contact Elaine Wang at 802-477-1356.
- Mitchell noted the Barre Senior Center was founded on April 10, 1968 and currently celebrated its "Founders Day." Several individuals were honored. The Senior Center will be holding a 50<sup>th</sup> Anniversary party on May 19, 2018. There will be a social hour, silent auction, and dinner. For more information or tickets call 802-479-9512.
- April 9, 2018 - April 13, 2018 is National Work Zone Awareness Week. Tis the season for road work. Crews across the state will be building and repairing bridges, highways, tunnels and more. Be aware of work zones while driving and don't get distracted. Keep everyone (workers and drivers) safe this construction season.

**GUESTS - None**

## VT-ALERT PROGRAM PRESENTATION

Background: VT-Alert is an electronic emergency notice system. State agencies (Vermont State Police, Agency of Transportation, Vermont Emergency Management) and

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approved municipalities can disseminate important/emergency information to subscribers. Vermont residents can decide to subscribe (no fee) to VT-Alert and receive notices to their cell phones and/or email account. They can elect to receive notices from just their hometown or any combination of agencies, or all agencies posting notices.

To use the service municipalities must complete several steps. This presentation is to meet one of those steps. The implementation process consists of the following steps:

1. VEM conducts an introductory meeting with the municipality (this meeting).
2. The Town officially adopts the use VT-Alert as a notification system.
3. VEM conducts training for local managers.
4. The Town conducts public awareness campaign (optional).
5. The Town and VEM maintain VT-Alert system and training.

The presenter was unable to make the meeting, so the Town Manager gave a brief overview of the system and process. Rogers noted the Department Heads will discuss choices for the various VT-Alert management positions noted in the document to be used to officially adopt and use the VT-Alert system.

During the discussion Department Heads concurred there would be many advantages to the residents and Town staff.

### **DEPARTMENT HEAD QUARTERLY REPORTS**

Background: Quarterly the Department Heads will provide reports to the Selectboard. Those reporting tonight are the Town Engineer, Department of Public Works (DPW), Police Chief, and the Fire Chief/Zoning and Planning Director.

Town Engineer:

- Summer road work (paving & milling) - schedule will be on the Town website
- Heating & Ventilation system assessment will be done soon. Looking for better ways of connecting the systems and to find some energy efficiencies.
- Water line work from Mill Street to the north side of East Cobble Hill Road.
- Traffic Safety Advisory Committee will be sending recommendations for non-existent stop signs for side streets off Middle Road.
- Traffic Safety Advisory Committee is putting the finishing touches on the Line Striping Policy.

DPW Supervisor:

- Equipment - new truck updates
- Street sweeping, given weather, will not begin until the week of April 23<sup>rd</sup>.
- Very few applicants for summer help.
- Last Friday there was fuel issue. Several town vehicles were down with vehicle tanks having to be drained. Problems began shortly after the fuel was delivered to our underground tank. The tank has been emptied, cleaned and refilled. All impacted vehicles are back in service.
- It has been a long winter. Lots of little storms which causes greater use in salt. We are overbudget on salt. Hard to predict usage as Mother Nature does not always cooperate. The new computerized spreaders do help in they more accurately lay the correct amount and stopping at intersections does not require a manual action to stop dispensing salt/sand. The second spreader unit was not received until February but appears to be working well. Mitchell noted that is has been a hard year for the entire state and everyone is feeling the financial pinch for salt purchase.
- The last snowstorm the town was down three trucks and snow was accumulating at 2" per hour, depending where in the Town you live. A route usually takes 2 -3

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hours. The primary goal during these types of events is to keep the main arteries passable for emergency vehicles.

Police Chief:

- Reports were distributed.
- Staffing - 1 full time officer has been deployed, and there are two vacant positions (Sargent and 1 resignation). Recruitment (full time and part time) were briefly discussed.
- Training - plans were made but due to staffing some will be rescheduled.
- There are approximately 400 more calls currently than there were last year at this time. He noted that burglaries are up significantly (tends to go in cycles) and perhaps some of the call increase is due to the reporting system.
- Grants - Still doing the work for funding.
- Community Outreach - The Department has been working with the local schools, especially Barre Town Elementary. The students are becoming familiar with seeing the officers at the school and their presence is greatly appreciated. The School would love to have a Resource Officer. However, given current staffing issues now is not the time for the conversation. It will be something for the near future.
- Collection of winter parking ban tickets. Under the current process once a ticket has been issued a copy is given to the Clerk's office. If payment is not made by the due date a late fee is assessed and a manual invoice is issued to the vehicle owner. However, many of the addresses are invalid and tickets have to be abated. The Police Department is limited as to what information they can give for collection. The Clerk-Treasurer noted without a social security number they cannot be reported to a collection agency. The process will be reviewed.
- The Board thanked the Department for the community outreach to include the use of social media.

Fire Chief/Zoning-Planning Director:

- Planning/Zoning - 31 permits have been issued the past quarter (5 were new houses - Windy Wood Housing). Fecteau Residential is moving forward with the Beckley Hill housing project.
- Planning Commission received a presentation from Northern Power regarding the installation of a 5-megawatt battery storage facility on site. Their application will be filed with the Public Utilities Commission soon.
- Planning Commission met with Green Mountain Power in Montpelier to understand some of the processes taking place with regards to renewable energy.
- The Planning Commission continues to work on the Energy Plan and has been discussing the proposed zone changes in the Wilson Industrial Park.
- Fire Department - there were 44 calls this quarter. The UTV rescue unit was recently used in the Wilson Industrial Park area with great success. There was also one vehicle extrication using the new equipment - this will be good.
- Fire training is always in the forefront. Chief Violette thanked Barre City for allowing Town firefighters to use the Barre Auditorium to train for search and rescue. They have also used a vacant building on Mill Street for this type of training as well.
- The Department recently had a walk-through of Vermont Creamery.
- Williamstown is building a training facility construction is to begin this year. Surrounding departments will be able to use the facility.
- The Fire Department has taken possession of and installed the cascade filling stations. The rescue truck has also been retrofitted. They are still waiting for the turnout gear.

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- The 50<sup>th</sup> annual fire fighters appreciation dinner and recognition was held. Several received pins and certificates for their many years of service to Barre Town.
- The Chief had contacted the Town Attorney regarding obtaining the not-for-profit status for the Auxiliary. There is nothing to report at this time.

**THUNDER ROAD 2018 RACE SEASON**

Background: Thunder Road is seeking Selectboard approval for the 2018 racing season. The first item needed for the permit is an approved Police Service Contract. Town staff met with Thunder Road and the result is an estimate pay increase for July 1, 2018. The contract addresses number of officers plus reimbursement for time to include benefits. Thunder Road has paid their special events fee of \$800 for the year. The Police and Fire Chiefs have submitted their Notices of Compliance.

*On a motion by Nelson, seconded by Tessier, the Selectboard voted to approve the 2018 Police Services Contract with Thunder Road for the 2018 Race Season and to authorize the Town Manager to sign it.*

*On a motion by Nelson, seconded by Tessier, the Selectboard voted to authorize the Town Clerk to issue a special event permit for the Thunder Road 2018 Race Season*

**WILSON INDUSTRIAL PARK - REZONING OF A SECTION**

Background: Barre Area Development Executive Director Joel Schwartz was at the Planning Commission meeting on March 16, 2018 to request a possible rezoning of a portion of the Wilson Industrial Park. Currently a section is zoned Office Building Retail (OBR) and Mr. Schwartz would like to see it zoned Industrial (IND) which would match the rest of the Park.

In staff comments provided by Chris Violette (Zoning/Planning Administrator) he noted that the portion of the Industrial Park currently zoned OBR (approximately 25 usable acres) was done so for having a place for office buildings to go, not for retail/commercial business. However, our zoning ordinance was amended several years ago to allow office buildings in the industrial zone, which seems to make the original purpose of having OBR a moot point. He further noted that if the zone change were to move forward it would also make sense to change the roughly 87 acres of open land to the east of Bolster Road (behind the Municipal Building). This land is all mitigated land as part of the ACT 250 permit for the Wilson Industrial Park and cannot be developed.

Violette noted the Planning Commission does not want to move forward with changing the zoning if the Selectboard is not in favor of the option. He further stated that after further thought the 87 acres of open land should remain zoned as OBR. Board members discussed the possible Wilson Industrial Park covenants and what if any impact a zone change could/would have in the new draft. The Planning Commission may have some comments for the Selectboard to consider when working on the covenants update.

**EXECUTIVE SESSION**

*On a motion by Mitchell, seconded by Paul White, the Selectboard found that premature general knowledge would put the Town at a substantial disadvantage with regards to the discussion of personnel.*

*On a motion by Mitchell, seconded by Paul White, the Selectboard voted to go into executive session at 8:57 p.m. to discuss personnel.*

*On a motion by Nelson, seconded by Mitchell, the Selectboard voted to come out of executive session at 9:38 p.m.*

### **PUBLIC HEARING - CHARTER AMENDMENT**

Background: Given the difficulty in filling the vacancies for elected Auditor the Selectboard investigated the possibility of eliminating the position. Since our financials are done by the Bookkeeper and an outside auditing firm the primary function of this office is the preparing of the Town Report (with the help of the Manager's secretary). Our existing Charter does not provide an avenue for eliminating this elected office. As with any Charter amendment there is a process which includes two public hearings. This is the second public hearing on the proposed amendment.

*On a motion by Mitchell, seconded by Nelson, the Selectboard voted to open the public hearing at 9:38 p.m. to take public comment on the proposed amendments which provide an avenue for the abolishment of the elected auditor position.*

Rogers gave some background on the proposed amendments.

*On a motion by Nelson, second by Mitchell, the Selectboard closed the public hearing at 9:40 p.m.*

### **HOUSE BILL 859 - ERASING HISTORIC LEASED LANDS**

Background: When the Town was laid out in the late 1700's several blocks were labeled as "leased lands." At least two were noted as English School lots. Apparently, the Town would collect rent from the occupant(s) of these blocks to help fund a school.

There is a Bill in Legislature (H.859) which would eliminate leased lands from the records on January 1, 2020 unless the Selectboard voted to retain its town's rights to lease land. Attorney Monte has been asked to testify (by a bill supporter not by the Senate) because 4 or 5 times Barre Town has quit claimed any rights to property that was believed to be in a leased land lot. The Selectboard at one point in time quit claimed any rights to all properties that might be in lease land, but it did not satisfy title insurance companies or banks. The Selectboard is being asked if they would authorize the Town Attorney to testify that Barre Town has no interest in retaining the fee to municipal lease land and that they support H.859.

*On a motion by Nelson, seconded by Tessier, the Selectboard voted to authorize Town Attorney Michael Monte to testify/convey the following on House Bill 859:*

- 1. Barre Town has no interest in retaining the fee to municipal lease land.*
- 2. The Selectboard does not support giving up their rights to the property in mass.*

### **DONATION GROUP FOR THE SPRING BULK TRASH EVENT**

Background: At the last meeting it was stated that Project Graduation is willing to work the Spring Bulk Trash event in exchange for the donations. However, Mitchell stated he may have another group who is interested. One Credit Union is raising funds for the "Make a Wish Foundation." The item was tabled to allow Mitchell time to see if the entity might be interested in doing the fall event in lieu of the spring.

*On a motion by Mitchell, seconded by Paul White, the Selectboard voted to designate SUHS Project Graduation as the donation group for the May 2018 Spring Bulk Trash event.*

During the discussion Mitchell did note there were concerns with Project Grad volunteers - dress and lack of student participation. He further noted with the aging volunteer population at these trash events we need to start recruiting. There has been discussion of preparing some flyers to give those using the service as well as other venues.

**WEEKLY ACCOUNTS PAYABLE WARRANT**

*On a motion by Nelson, seconded by Tessier, the Selectboard voted to approve the weekly accounts payable warrant for April 10, 2018.*

**MISCELLANEOUS**

*On a motion by Paul White, seconded by Tessier, the Selectboard voted to approve and authorize the signing of the following 2018 licenses:*

- 1. First Class Liquor License for the Canadian Club;*
- 2. Outdoor Consumption permit for the Canadian Club; and*
- 3. Second Class Liquor License for The Great Energy Store.*

**'ROUND THE TABLE**

Mitchell noted that Cameron's Garage will be closing their doors on April 14<sup>th</sup>. The business is the last original one in the East Barre Village. He would like the Town to consider doing something to recognize this "little piece of history."

Mitchell inquired about the Management letter in the Audit. He feels it is the same things which never seem to be resolved. Rogers noted there is a response as to how some of the items are being resolved.

Members discussed the budget presentation taping schedule.

Tessier will not be attending the meetings on April 17<sup>th</sup> and 24<sup>th</sup>.

**ADJOURN**

*On a motion by Mitchell, seconded by Paul White, the Selectboard voted to adjourn at 10:11 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**