

BARRE TOWN SELECTBOARD MEETING AGENDA

June 12, 2018

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of June 5, 2018.
5. Announcements
6. Receive guest (for non-agenda items).
7. Discussion with Nathan Covey about tree maintenance.
8. Consider setting Fiscal year 2018-2019 water rates.
9. Consider setting Fiscal Year 2018-2019 sewer use rates.
10. Review of Ambulance Fund budget report and consider authorizing purchase of additional medical equipment.
11. Review budget reports.
12. Discuss why so many elections.
13. Discuss use of undesignated cash reserves.
14. Consider approving weekly accounts payable warrant for June 12, 2018.
15. Miscellaneous: a) fireworks permit for 30 Millstone Boulevard.
16. 'Round the table.
17. Executive session: (contract and real estate).
18. Adjourn.

BARRE TOWN SELECTBOARD MINUTES

June 12, 2018

The duly warned meeting of June 12, 2018 was held at the Barre Town Municipal Building, Selectboard Room, Lower Websterville at 6:00 p.m.

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

Attendance for the regular meeting included: Town Manager Carl Rogers, Town Clerk-Treasurer Donna J. Kelty, Christopher Lamonda (by phone), Nathan Covey, Jeff Blow.

CALL TO ORDER - The meeting was called to order at 6:00 p.m.

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

APPROVE THE AGENDA

On a motion by Nelson, seconded by Paul White, the Selectboard voted to accept the meeting agenda as presented.

MINUTES

On a motion by Nelson, seconded by Malone, the Selectboard voted to approve the Selectboard meeting minutes of June 5, 2018 with minor spelling and grammatical changes.

ANNOUNCEMENTS

- Do you want to help our community? There are volunteer Board and commissions seats open to support recreation, cemeteries, housing rehabilitation programs, community-owned internet, and regional transportation. If you would like more information about any of these roles, please contact the town manager's office or a Selectboard member. Submit your letter of interest to offices@barretown.org or send to PO Box 116, Websterville, Vt 05678-0116.

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- The 61st Annual Barre Town Fire Department Father's Day Chicken Barb-B-Q is Sunday, June 17, 2018, 12:00 Noon to 2:00 p.m. at the East Barre Fire Station. The cost is \$12.00 for adults, \$8.00 for children, and the meal includes pasta, salad, and ice cream. Eat in or take out.
- Barre Town Recreation will offer summer tennis lessons July 10 - 13 and/or 17 -19 for youth and adults, beginner and intermediate players at the Barre Town Recreation Area tennis courts next to Barre Town School. If you would like to meet this year's instructor, Lee Wilschek ahead of time, she is holding open registration on Thursday July 5th, 6:00 - 7:00 p.m.

GUESTS - None

NATHAN COVEY - TREE MAINTENANCE IN ROW

Background: Nathan Covey lives at the end of Tanglewood Drive. There are Town road rights-of-ways on two sides of his lot. He is concerned that 2 to 4 trees in the town's right-of-way going toward the field, are extremely old, large, tall, and may fall at some point on his property/home. The Manager provided Board members with a copy of the neighborhood (including the Covey lot and rights-of-ways) aerial photo.

Mr. Covey was present and informed the Board that recently a tree on his property had fallen and damaged a building. This incident involved insurance and prompted a further inspection of his property (Tax Map 032 Lot 021-00). At this point the oversized trees were noted but are located within the Town's right-of-way. He provided additional photos (street-side views) to give the Board a better understanding of the tree sizes and their proximity to his home. The inquiry is to see if the Town would take down the trees or allow him to take down/clean out some of the older ones in the right-of-way.

Manager Rogers stated he and DPW Superintendent Tetreault visited the site. There is definitely a large tree (close to the cul-de-sac) that is at least 3' or more in diameter. Should this fall it most likely will damage the Covey property. A forester in East Montpelier was called and based on conversation only it is estimated to cost around \$5,500 to take down a few trees. There may be some good logs from this clearing which would provide revenue around \$2,000. Money is in the Highway budget for the taking down of trees in the rights-of-ways.

Board discussion included:

- Concern for Town liability for someone working in our right-of-way.
- Size of the trees and the need for a professional to take them down (safety, avoiding property damage).
- Impact to infrastructure in the area (water and sewer lines).
- Damage and time to clear debris from removal.
- Methods used for taking down the trees.
- The DPW could use some of the logs for heating.

Consensus of the Board is to have the Town Manager obtain pricing for option a) have a professional do the entire job (take down/removal); and b) professional to drop the tree and place it off to side allowing Mr. Covey to chop/cut into sizes needed. They would also like to know how much revenue could be raised from the sale of any good timber which is cut down.

FY 18-19 WATER RATES

Background: The new Fiscal Year 2018-2019 water rates will go into effect July 1, 2018. The Budget Committee adopted the proposed budget without change which included the cost of water to remain at \$6.70 per 100 cubic feet, and the base charge to decrease

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(\$8.00) to \$48.00 per quarter, and with the addition of the Websterville Fire District customer to place their special assessment at \$156.00 per year (paid quarterly).

A motion was made to set the Fiscal Year 2018 - 2019 water rates as outlined in the Background notes. During discussion a friendly amendment was made. See the final motion below.

Rogers informed the Board these rates denote a decrease in base charge for existing town customers and a slight decrease for Fire District customers as well. Malone noted last fiscal year's audit states the Water Fund has a deficit. She would like to see the base rate remain the same. This would raise an additional \$19,000+ per year [(\$8.00 per quarter x 4 quarters) x 597 customers] which could be designated to reduce the deficit.

Mitchell raised concerns for the recent Fire District line project and repair work. There are many items (restoration, etc.) which need to be fixed - how will it be handled. Rogers noted the Contractor's work is under warranty until early November 2018 and they would be required to resolve the issue(s).

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to set the Fiscal Year 2018 - 2019 Water Rates at \$6.70 per 100 cubic feet consumed with a base charge of \$56.00 per quarter added, and the former Websterville Fire District customers to pay a special assessment of \$156.00 per year (divided by four quarterly payments).

FY 18-19 SEWER RATES

Background: To facilitate the process (proofing, printing, copying, sorting, etc.) of preparing the new fiscal year sewer bills setting the sewer rates now will allow the Clerk-Treasurer adequate time for future processing of property tax bills. It is customary for the Sewer Bills to be mailed with the property tax bills annually. The Budget Committee did not propose any rate changes for the FY 2018-2019 rates.

On a motion by Mitchell, seconded by Paul White, the Selectboard voted to set the Fiscal Year 2018 - 2019 sewer rates at \$316.00 per equivalent unit and to bill the B.O.D. at \$.38 per pound (for the 3 businesses).

AMBULANCE FUND AND PURCHASE OF MEDICAL EQUIPMENT

Background: Selectboard members were provided with a copy of the year-to-date Ambulance Fund budget and details for the request of additional medical equipment. (EMS Director Chris Lamonda joined the meeting by phone at 7:05 p.m. and exited at 7:29 p.m.)

The recent purchase of a ventilator was under budget \$7,800. The Director was hoping the savings could be used to purchase IV pumps and/or glide scopes. Lamonda provided details on what the equipment is used for and the necessity of purchasing these additional items. Currently the Department has 3 IV pumps (purchased 3 years ago). New EMS protocols state that certain drugs must have their own pump. The FY 18-19 budget funds the purchase of one unit.

Rogers reviewed the year-to-date budget noting even though the ventilator was purchased under budget he estimates the line item is already \$5,000 over budget. This was due to the purchase of a stretcher which was mistakenly not budgeted in conjunction with a new ambulance.

Board consensus is to table action to obtain more information: What exactly is in the FY 18-19 budget and what has been purchased this fiscal year.

REVIEW BUDGET REPORTS

Background: The Selectboard received year-to-date budget reports (revenue and expenses) for various funds (Building, Cemetery, Sewer, Sewer Improvement, and Water).

Rogers reviewed line items in each fund requiring additional information. The General and Highway Fund reports will be presented at another meeting prior to setting the tax rate.

DISCUSSION - WHY SO MANY ELECTIONS

Background: As happens every so often the question has come up again as to why there are so many elections. Currently Barre Town residents vote twice a year on local matters (School in March and Town in May). All other elections are state (Primaries) and Federal (General) mandates which ALL municipalities are required to hold.

The question as to why Barre Town has two local elections goes back to the mid 1970's. At that time the Town adopted a Charter and established the May election day. Both the Town and School held May elections until 1994 when the School changed its charter to switch to the first Tuesday in March.

There was brief discussion as to why the May date was chosen for Town meeting when the Charter was created. The Town Clerk-Treasurer stated the Spaulding Union High School was created a couple years prior to the Town School District charter change. The creation of the Union High School continued with its practice of voting on traditional Town Meeting Day (first Tuesday in March) while the Town School District was voting in May. This could be part of the reason the Town School District changed its charter to vote in March. Holding all School Elections on the same day would be more efficient for the Schools.

A huge benefit of keeping the Municipal Elections in May is the later election date allows for better preparation of next fiscal year's budget. By late March when the proposed budget is set the Town has a good idea what state funding/mandates would be forthcoming as well as having current income/expense information available. The Manager will inquire with VLCT how many municipalities do not vote local issues on the traditional March Town Meeting Day.

Trying to answer the question as to why residents do not vote is more complicated. The following was discussed:

- Voting is so easy now - early ballots can be requested by phone, email, or in writing, and are available, depending on the election almost 30 - 45 days before an election.
- Sample ballots are on the website and the various local stores 30 - 45 days before an election.
- Voter registration is easy with many options available: same day at the polling place, online, in person at the Clerk's office.
- Barre Town has always been fiscally conservative and done a great job with keeping local tax rates down. However, voter apathy is a concern.
- Barre Town uses Front Porch Forum, Town Newsletters, postings at local stores, Town website, and print ads in the local newspaper. Other possible media formats to investigate could include Facebook, Survey Monkey to inquire how people would like their information, and a text/email notification service.

USE OF UNDESIGNATED CASH RESERVES

Background: In the Manager's notes to the Selectboard, several ideas for use of undesignated cash reserves were noted. Some thoughts were the financing of future

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projects, zeroing out deficits of Enterprise Funds, mitigation issues and more. The item is to prepare for end of fiscal year.

Nelson made a motion, seconded by Paul White to use \$400,200 from the cash reserve funds:

Description	Fund	Amount
Lower the tax rate		150,000
Committed as SCBA down payment	General/Fire	100,000
Remaining balance for vault shelving	General/Muni	15,000
Bleacher safety rails	General/Rec	9,000
Gear Washer	General/Fire	5,000
Rolling jack	Equipment	2,800
Camera for Holding Cell	General/PD	1,950
Evidence Locker	General/PD	4,975
Basketball, rim & pole	General/Rec	3,200
Lower Graniteville playground upgrades	General/Rec	15,000
Municipal Building security camera	General	4,700
New computer/software for fuel	Equipment	13,025
Lawn aerator	Equipment	2,800
Softball field lights	Recreation	3,000
Skatepark improvements	General/Rec	3,000
EMS bay walls	Ambulance	9,500
EMS flooring	Ambulance	1,250
Turnout Gear - reducing reserve amt over 7 - 9 years	General/Fire	56,000

The motion was withdrawn after discussion which cited concerns that the Town does not have an idea as to an estimated fund balance as of June 30, 2018; why did the fund balance last fiscal year increase so drastically; the Board still has time to make designations; the use of reserve must be well thought out; and once the Board has all information to request the Manager's recommendations prior to making a decision. Mitchell stated for the record he feels at least some of the cash reserve should be put toward reducing fund deficits.

Rogers will prepare a couple draft tax rate worksheets. One will include using the \$400,200 cash reserves designation (from the withdrawn motion) and the second will be with the customary calculation (using \$150,00 of reserve for the tax rate).

Paul White stated he cannot attend the June 19, 2018 meeting but can call in for the June 26th meeting for further discussion.

WEEKLY ACCOUNTS PAYABLE WARRANT

On a motion by Nelson, seconded by Malone, the Selectboard voted to approve the weekly accounts payable warrant for June 12, 2018.

MISCELLANEOUS

On a motion by Nelson, seconded by, Paul White, the Selectboard voted to approve and authorize the Town Clerk to sign a fireworks permit for Michael Graves, 30 Millstone Blvd., to hold a display on June 22, 2018.

'ROUND THE TABLE

Manager Rogers informed the Board that the Regional Planning Commission is not going to consider the "preferred site status" for the two Washington County Mental Health solar projects stating they do not have a policy in place and cannot have it ready

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prior to July 1, 2018. This means projects will be using the "long process" for having their applications approved.

Malone inquired if the Grand List was lodged today. Manager Rogers stated yes it was. The increased amount raises the per penny threshold by \$1,100. This means the tax rate will not increase as much as projected during Budget meeting.

Paul White thanked the Manager for the Selectboard Projects/Things to Do list.

EXECUTIVE SESSION

On a motion by Mitchell, seconded by Paul White, the Selectboard voted unanimously to find the need to go into executive session citing premature general knowledge of personnel and contracts would put the Town at a substantial disadvantage.

On a motion by Mitchell, seconded by Paul White, the Selectboard voted unanimously to go into executive session at 8:55 p.m. to discuss personnel and contracts.

On a motion by Mitchell, seconded by Nelson, the Selectboard voted unanimously to come out of executive session at 9:17 p.m.

ADJOURN

On a motion by Mitchell, seconded by Nelson, the Selectboard voted to adjourn at 9:17 p.m.

Donna J. Kelty, Town Clerk-Treasurer

Selectboard Chair

Barre Town Selectboard