

# BARRE TOWN SELECTBOARD MEETING AGENDA

September 18, 2018

1. Call to order 6:00 p.m.
2. Pledge of Allegiance
3. Consider approving agenda.
4. Consider approving minutes from meeting of September 11, 2018.
5. Announcements
6. Receive guests for non-agenda items.
7. Review proposed conflict of interest policy.
8. Consider Lafaille's request for sharing cost of water line extension.
9. Consider authorizing fall road line and markings contract.
10. Consider authorizing road salt purchase contract.
11. Consider approving sale price for used ambulance and authorizing sale through Fire Tec.
12. Consider approving sale price for used pick-up truck and authorizing sale on first come first serve basis.
13. Consider initiating discontinuance process for sections of Morrison Road and Upper Prospect Street.
14. Review proposed personnel policy.
15. Consider authorizing sale of equipment: 10-wheeled dump truck and engineering copier.
16. Consider approving weekly accounts payable warrants for September 18.
17. Miscellaneous: a) fireworks permit for Thunder Road event on September 28, 2018; b) other licenses and permits, if any.
18. Round Table.
19. Executive session: contract.
20. Adjourn.

## BARRE TOWN SELECTBOARD MINUTES

September 18, 2018

The duly warned meeting of September 18, 2018 was held at the Barre Town Municipal Building, Selectboard Room, in Lower Websterville at 6:00 p.m.

The following members were in attendance: Norma Malone, W. John "Jack" Mitchell and Bob Nelson. Tom White and Paul White were not present.

Attendance for the regular meeting included: Town Manager Carl Rogers, Asst. Town Manager Elaine Wang, Town Clerk-Treasurer Donna J. Kelty, Police Chief William Dodge, Town Attorney Mike Monte, R. Lee Walther, Chauncey Liese, and Mike Gilbar.

**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 Bob Nelson, seconded by Malone, the Selectboard voted to approve the meeting agenda as presented. Tom White and Paul White were not present for the vote.*

### MINUTES

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted to approve the meeting minutes of September 11, 2018 with minor grammatical and spelling corrections. Tom White and Paul White were not present for the vote.*

**ANNOUNCEMENTS**

- Family fun is coming up on Saturday, September 29<sup>th</sup> from 10:00 a.m. - 2:00 p.m. at the Barre Town Recreation Board's free Fall Festival at the Barre Town Recreation Area picnic shelter. Tons of activities including corn cob toss, 400 bale hay maze, face painting, and balloon launching. You can also meet recently promoted Police Corporal Hammond, and kids will have a chance to be a firefighter.
- Take your leaves, and other lawn waste, to the Town lawn waste site on Holden Road 4 days a week: Mondays, 3:00 - 6:00 p.m., Wednesdays 3:00 - 6:00 p.m., Thursdays 9:00 a.m. to Noon, and Saturdays 8:00 a.m. to Noon. There will also be additional hours of service in October.
- General Election ballots are now available for absentee/early voting. Contact the Town Clerk's office at 802-479-9391 or email [dkelty@barretown.org](mailto:dkelty@barretown.org).
- If you have not already, please sign up to receive emergency alerts from Barre town and State agencies by visiting [www.vtalert.gov](http://www.vtalert.gov). For more information see your August newsletter on page 3.
- Fall will be here very soon and it will be getting darker earlier. For those of you who walk in the evening this is a reminder to wear reflective clothing or carry a flashlight. Drivers be aware of pedestrian traffic on the roadway.
- Following Executive Session at last weeks' meeting the Selectboard took action to approve a personnel request as presented.

**GUESTS - None**

**PROPOSED CONFLICT OF INTEREST POLICY**

Background: Prior to the meeting the Selectboard received two versions (model and final draft) of the Conflict of Interest Policy Committee's recommended policy. The Board created this ad-hoc committee with a member from each board, commission or committee because the policy applies to all. The members are: Norma Malone (Selectboard), Chauncey Liese (TSAC), Lee Walther (BCA), Mike Gilbar (Recreation), Cedric Sanborn (Planning), Jon Valsangiacomo (DRB), and Alan Garceau (Cemetery).

Norma Malone chaired the Committee and thanked the members who participated. There were 3 meeting (6 hours) plus work by members in between times. The Committee used the VLCT model policy as a guidance document, reviewed policies from 11 Vermont towns/cities, and noted that other Barre Town Boards may already have a conflict of interest policy. Once Barre Town adopts this policy it will supersede other Board policies unless theirs is "more" strict.

Several Committee members (Walther, Gilbar, Liese) were present. The policy was reviewed by Board members present. Consensus is to wait until there is a full Board to make a decision.

Mitchell stated he feels the state mandates can create more problems than they solve. However, he was glad to hear that common sense went into the development of this policy. While he does not think Barre Town needs more than what they have for a conflict policy he will vote to approve because of the state mandate.

**REQUEST FOR SHARING COST OF WATER LINE EXTENSION**

Background: The item will be placed on a later agenda once the property owner has received the bill and can itemize installation costs.

### FALL ROAD LINE AND MARKINGS CONTRACT

Background: Once paving is complete it is time to re-establish the road lines. The State will paint the center double yellow lines on class 2 roads (Airport and Farwell). The Town will pay for painting the center lines on East Cobble Hill and Sunset Road as well as the white edge lines on Airport, East Cobble Hill, and Sunset Roads. The stop bars on Airport and Granview need to be re-painted, and the new traffic island on Airport Road must be marked.

Current Fiscal year budget is \$22,000. Based on last spring's prices, the Town would need about \$18,000 for the usual spring contract, leaving \$4,000 for this fall's post-paving work.

As of last Friday, L&D Safety Marking submitted a quote. However, it is for water-based paint and the Town specs are for Low VOC paint (volatile organic compounds that are not harmful to the environment and humans) which is more durable. Additional bids were provided with Poirier Guidelines being the low bidder.

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to award the Fall 2018 road line painting contract to Poirier Guidelines based on their bid price of \$5,710 and to note they will be using the Low VOC paint. Tom White and Paul White were not present for the vote.*

### ROAD SALT PURCHASE

Background: The Town has budgeted to purchase 2,400 tons of road salt this year. For the current fiscal year the price was estimated at \$74 per ton. Last year's cost was \$68.50 per ton with American Rock Salt (through DuBois Construction).

The Vermont League of Cities and Towns (VLCT) collects salt need information from towns interested in piggybacking on the State's salt bidding. The information came out last Thursday. Rogers has heard the per ton cost will be increasing more than the budgeted (estimated) price. The Manager stated he is still waiting for a couple more bids and this item will be placed on the next meeting agenda.

### SELLING OF USED AMBULANCE

Background: The high bidder from GOVDeals.com declined to buy the 2012 Chevy G3500 ambulance. Staff is recommending trying a different outlet - Fire Tec (Randolph, VT). They have a website and catalog and is only for the sale of used fire trucks and ambulances. If the Town uses their site, we would deal directly with the buyer on collecting payment and transaction details. Fire Tec would receive a 10% commission.

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to authorize listing the 2012 Chevy ambulance for sale at a price of \$6,000 on Fire Tec. Tom White and Paul White were not present for the vote.*

### SALE OF PICKUP TRUCK

Background: The Engineer's new pickup truck has arrived. The used one is a 2011 Chevrolet Silverado with a 4.8 liter gas engine and 74,493 miles. It is a regular cab (2 door), 8 foot box and 4WD. According to DPW it has a fair amount of rust, dents, and scratches. The estimated book value is \$8,000 - \$10,000. DPW is recommending sale price of \$8,500.

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted park the 2011 Chevrolet Silverado pickup truck in the front of the DPW garage (with a for sale*

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sign on it) and sell it for \$8,500 on a first come first serve basis. Tom White and Paul White were not present for the vote.

### **MORRISON ROAD/UPPER PROSPECT STREET DISCONTINUANCE PROCESS**

Background: During the last meeting Board member Malone inquired on the status of the Morrison Road/Upper Prospect Street discontinuance per Bill Bond's request. Title 19, Section 708(a) authorizes the Selectboard to initiate the process for discontinuance of a road. If the Board motions to begin the process then on Tuesday, October 23, 2018 at 5:45 p.m. there will be a site visit to the property with a public hearing following during the regular meeting.

*On a motion by Norma Malone, seconded by Bob Nelson, the Selectboard voted, in accordance with VSA Title 19, Section 708(a) to begin the process of discontinuing a section of Upper Prospect Street and Morrison Road rights-of-way which no longer are being used for those roads. Tom White and Paul White were not present for the vote.*

### **REVIEW DRAFT PERSONNEL POLICY**

Background: The Board will be reviewing the personnel policy which was crafted prior to May 2018. No action is expected this is for discussion purposes.

Assistant Manager Wang explained the process for the newest Board member (Malone) and how the current draft came to be. After much discussion consensus of the Board is the full Board should be present for the review. The Manager will place this on next weeks' meeting (45 minutes for discussion). Board members will need to review the first 15 pages - feel free to email Elaine with any questions. Wang will also send an email reminder with a "clean copy" attached to members. The Town Manager was asked to obtain an Attorney Opinion regarding eliminating the Personnel Ordinance and just having a Personnel Policy.

### **SALE OF EQUIPMENT**

Background: The 2010 Freightliner (10 wheeled dump truck) and the 1998 Xerox engineering copier are posted on GOVDeals.com. Bidding closed at 8:00 p.m. last night.

There were no bids on either item. By consensus the Board agreed to scrap the 1998 Xerox copier.

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to list the sale of the 2010 Freightliner 10 wheeled dump truck on the Vermont Local Roads list serve for the selling price of \$35,000 and to park it at the front of the DPW garage with a for sale sign. Tom White and Paul White were not present for the vote.*

### **WEEKLY ACCOUNTS PAYABLE WARRANT**

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to approve the weekly accounts payable warrant for September 11, 2018, excluding the Nelson Hardware invoices. Tom White and Paul White were not present for the vote.*

### **MISCELLANEOUS**

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to approve and authorize the Town Clerk to sign a fireworks permit for Thunder Road International Speedbowl for a display to be held on September 28, 2018 (rain date of September 29, 2018) at the racetrack on Fisher Road with the standard conditions. Tom White and Paul White were not present for the vote.*

**'ROUND THE TABLE**

Asst. Manager Wang stated the East Barre sidewalk project is winding up. The only items left at this point are the paving, seeding, and sign placement.

Mitchell noted the landscaping down for the Websterville Fire District water line project is not good - it has produced more weeds and clover than grass. He would also like to see the lawn at the former Fire District building mowed.

**EXECUTIVE SESSION**

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted to find the need to go into executive session citing premature general knowledge would put the Selectboard at a substantial disadvantage. Tom White and Paul White were not present for the vote.*

*On a motion by Jack Mitchell, seconded by Bob Nelson, the Selectboard voted to go into executive session at 7:15 p.m. to discuss contracts. Tom White and Paul White were not present for the vote.*

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted unanimously to come out of executive session at 7:38 p.m. Tom White and Paul White were not present for the vote.*

**ADJOURN**

*On a motion by Bob Nelson, seconded by Norma Malone, the Selectboard voted to adjourn at 7:38 p.m. Tom White and Paul White were not present for the vote.*

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Donna J. Kelty, Town Clerk-Treasurer

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Selectboard Chair

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**Barre Town Selectboard**