

# DRAFT

## MINUTES – SELECTBOARD MEETING TOWN OF BARNET, VERMONT MONDAY, DECEMBER 8, 2014

Meeting convened at 7:00 p.m. in the conference room of the Barnet Town Clerk's Office.

**Board members present:** Chair Jeremy Roberts, Gary Bunnell, and Dylan Ford.

**Others present:** Road Foreman Keith Gadapee, Town Clerk Benjamin Heisholt, Zoning Administrative Officer Shirley Warden, Hon. Roy Vance, and Roseann Leute.

### 1. Approve minutes of special meeting held December 1, 2014

Mr. Bunnell noted that the draft minutes list Road Foreman Keith Gadapee among "others present" at the meeting, whereas Mr. Gadapee was not actually present. Mr. Bunnell moved to approve, as amended to exclude Mr. Gadapee from the list of "others present," the minutes of the special meeting held December 1, 2014. Seconded by Ms. Ford and approved by voice vote.

### 2. Appearance by Hon. Roy Vance regarding proposed fiscal year 2015/2016 Caledonia County budget

Judge Vance reviewed the County budget line-by-line. Proposed budget has total expenditures of \$349,684, which is a \$21,269 decrease from the 2014/2015 budget.

### 3. Appearances by members of the public

#### a. Resident Roseann Leute:

- i. **Barnet Historical Society's (BHS) 2015 appropriation.** Ms. Leute, a member of BHS, appeared to discuss BHS's appropriation request of \$1,000, which is an increase from their appropriation of \$500 in the past several years. Board policy requires requests for new or increased appropriations to be accompanied by a petition signed by five percent of the voters on the voter checklist. Ms. Leute presented the Board with a petition form that BHS proposes to circulate, and explained that the additional amount is to help with conservation and preservation of collections and materials. Past appropriations have restricted the use of the funds to maintenance of the Goodwillie House; Ms. Leute indicated that BHS would like for the funds to be unrestricted in 2015, so they can be used for conservation and preservation of collections and materials. Discussion ensued.

- The Board suggested that BHS request two separate articles be placed on the 2015 Town Meeting warning. An article soliciting \$500 for maintenance of the Goodwillie House could be added without a petition; BHS could then petition for just the additional \$500 they seek for preservation and conservation of materials.

- ii. **Hunting within village limits.** Ms. Leute lodged a complaint regarding her observation of an occurrence of hunting deer with a rifle within the village of West Barnet. Discussion ensued.

### 4. Appearance by Road Foreman Keith Gadapee regarding Highway Department matters

- a. **Minutes of the regular meeting held November 10, 2014.** Mr. Gadapee, who was not present at the December 1, 2014 meeting, where the minutes of the November 10, 2014 meeting were approved, indicated that these minutes contained an error. Under item 3, in section b., it was reported that Mr. Gadapee indicated to Barnet Fire District #2 Prudential Committee Chair Kevin Daniels that the staymat patch in the Carter Street pavement would suffice for the

winter. Actually, Mr. Gadapee indicated that the staymat patch would not be adequate for the winter, and that it should be patched with some form of pavement.

- The Board indicated that their recollection of the discussion was as described by Mr. Gadapee in this meeting.

**b. Environmental hazard prevention at Town Garage.** Mr. Gadapee discussed an insurance risk at the Town Garage for which the 2014 insurance audit provided a recommendation: the disposal of hazardous waste produced at the Town Garage. This waste consists of used speedy-dry absorbent and parts washer solution. Mr. Gadapee asked if the Board would like to contract with a company that provides pick-up service, use a biodegradable parts washer, or solve this problem in some other way. Discussion ensued.

- The Board instructed Mr. Gadapee to deliver the used absorbent to one of the annual Northeast Kingdom Waste Management District hazardous waste collection sites, and to use diesel fuel, which can be burned in the waste fuel furnace, in the parts washer.

**c. Compensatory time off.** Mr. Gadapee discussed a suggestion from the Highway Department that employees be allowed to leave work before the 2:30 p.m. end of work day after finishing winter road maintenance activities during the winter. Under the current arrangement during a winter storm employees often arrive hours before the 6:00 a.m. start of work day, and must remain for several hours after they complete their winter road maintenance in order to work until 2:30 p.m. Although Mr. Gadapee opposes allowing employees to leave work before the end of the work day without using vacation or personal time during the summer, he is amenable to some arrangement that would allow this during the winter months. He suggested that a compensatory time off system may allow employees to build up overtime hours during the winter that they could use to leave early on a work day that began early. Discussion ensued.

- The Board instructed Mr. Gadapee to speak to the Highway Department employees about the possibility of, rather than a compensatory time off system, allowing employees to simply leave work early without pay, with Road Foreman approval, during the winter months.

**d. Dump truck accident and insurance claim.** Mr. Gadapee reported an accident occurring on Saturday, December 6, wherein a Town dump truck's plow collided with an unoccupied vehicle parked along the side of Goss Hill Road. Damage resulted to the parked vehicle, but not to the Town's truck; an insurance claim has been filed by the Town. Discussion ensued.

- The Board instructed Mr. Gadapee to report this accident to the Vermont State Police.

## **5. Ice skating event at public beach**

The Board reviewed correspondence from the Vermont League of Cities & Towns (VLCT), which provided a response to Town Clerk Benjamin Heisholt's inquiry regarding insurance coverage for the ice skating event, and gave a number of recommendations to limit the Town's liability exposure. The email indicated that the event would be covered under the Town's policy, subject to the terms, conditions, and exclusions of the coverage document. Discussion ensued.

- The Board agreed to authorize the Beach Committee to hold this event, but to require that the Beach Committee follow the recommendations of VLCT, with the exception of the recommendation that participants sign a liability waiver form.

## **6. Revision of Ordinance for the Control of Dogs**

The Board discussed their review of the ordinances of Danville, Groton, and Ryegate.

- The Board agreed that Danville's ordinance most closely aligns with the Board's aims in revising Barnet's ordinance. The Board agreed use Danville's ordinance as a starting point and to adjust it according to the Board's discretion. Several adjustments were agreed upon. Town Clerk Benjamin Heisholt will produce a draft revised ordinance that incorporates these adjustments to Danville's ordinance.

## **7. Quotations for 2014 town report printing**

Town Clerk Benjamin Heisholt discussed quotations received for 700 copies of 126 pages. Among these were Railroad Street Press (\$2.93 per copy/\$2,051.00 total) and Repro (\$3.17 per copy/\$2,220.00 total). Mr. Heisholt indicated that the Town has worked with Repro for many years and has been very pleased with their service. This is the first time in Mr. Heisholt's tenure that another company has provided a competitive quote. Due the short timetable involved in producing the Town Report, and considerable reliance placed on the printer, Mr. Heisholt suggested that the Board should prioritize confidence and familiarity, and contract with Repro. Discussion ensued.

- The Board agreed to contract with Repro for the 2014 Town Report.

## **8. 2014 year-end employee bonuses**

Treasurer Benjamin Heisholt indicated that in 2012 and 2013 the Board agreed to pay a year-end bonus of \$200 to full-time employees, \$100 to Assistant Town Clerk Cathy McLam, and \$75 each to Transfer Station/Recycling Center employees Melvin Hale, Bruce Marston, and Donald Nelson. Discussion ensued.

- The Board agreed to pay 2014 year-end bonuses of \$250 to full-time employees, \$150 to Assistant Town Clerk Cathy McLam, and \$100 each to Transfer Station/Recycling Center employees Melvin Hale, Bruce Marston, and Donald Nelson.

## **9. Caledonia County Sheriff's Department 2015 service contract**

The Board reviewed the contract having a term of January 1, 2015 to December 31, 2015 for the Caledonia County Sheriff's Department to provide the Town with police services including the aggregate amount of six hours per week from June 1 to October 31 and four hours per week from November 1 to May 30. Town expense for contract includes officer time at the rate of \$35.00 per hour, and court time at the rate of \$35.00 per hour.

- The Board agreed to enter the agreement; Mr. Roberts signed the contract.

## **10. Vermont Superior Court, Caledonia Civil Division notices of hearing regarding TransCanada Hydro Northeast, Inc. vs. Town of Barnet**

Mr. Roberts read the notices indicating that a status conference will be held at the Court on Monday, January 12, 2015 at 10:00 a.m.

## **11. Correspondence from Caledonia County State's Attorney regarding change of plea hearing in matter of Kevin Piadade, Docket #461-7-14Cacr.**

Mr. Roberts read a letter indicating that this matter is scheduled for a change of plea hearing on Thursday, December 11, 2014 at 8:45 a.m.

## **12. Dead-end and single-residence Town Highways**

Town Clerk Benjamin Heisholt indicated that Mr. Roberts requested this item be added to the agenda to allow Ms. Ford, who was not a member of the Board when this matter was most recently discussed, to be briefed on the Board's previous discussions. Road Foreman Keith Gadapee presented a list of Class 3 Town Highways, totaling 5.59 miles, which the Board may consider for discontinuance or reclassification to Class 4. Discussion ensued.

- The Board requested that Mr. Heisholt contact Town Agent Jay Abramson to request his presence at a meeting to discuss this matter.

## **13. October 2014 Annual Summary Report of groundwater monitoring and sampling at former Passumpsic Village Store from Lincoln Applied Geology, Inc.**

The Board reviewed the report indicating the results of monitoring performed October 1, 2014.

## **14. Other business**

No other business was discussed.

**15. Outstanding check warrants**

The Board reviewed and approved all outstanding check warrants.

**16. Discussion regarding employee-related matters: retirement of Transfer Station attendant Melvin Hale**

The Board discussed the retirement of Mr. Hale, who has served the Town at the Transfer Station for many years. Transfer Station & Recycling Center Supervisor Bruce Marston is seeking candidates to replace Mr. Hale. Shirley Warden, who has occasionally served as a substitute attendant, has agreed to work on Wednesdays during the summer months, but a year-round attendant for Saturdays is still wanted. The Board also discussed presenting Mr. Hale with some form of appreciation for his service to the Town.

- The Board agreed to increase the amount of Mr. Hale's year-end bonus to \$250 and enclose this check with a thank-you card from the Town.

**17. 2015 budget discussion**

The Board reviewed the proposed Highway Department budget and discussed with Road Foreman Keith Gadapee various matters relating to planning for expenditures. Among these were road construction project options, Class 2 Roadway Grant, surplus maintenance, pick-up truck replacement, and roadside mower rental or purchase.

**18. Adjournment**

Mr. Bunnell moved to adjourn. Seconded by Ms. Ford and approved by voice vote. Meeting adjourned at 10:20 p.m.

*A true copy.*

Attest: \_\_\_\_\_  
*Town Clerk*