

**MINUTES – REGULAR SELECTBOARD MEETING  
TOWN OF BARNET, VERMONT  
MONDAY, JANUARY 8, 2018**

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

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

**Others present:** Road Foreman Mark Chase, Town Clerk Benjamin Heisholt, Transfer Station/Recycling Center Attendant Daniel Ehlers, Transfer Station/Recycling Center Supervisor Bruce Marston, Transfer Station/Recycling Center Attendant Donald Nelson, Zoning Administrative Officer Shirley Warden, Lisa Bowden, Kevin Daniels, Rachel Kittredge, Steven Larocque, and Charles Smith.

**1. Consideration of approval of minutes of regular meeting held December 11, 2017**

Mr. Bunnell moved to approve as presented the minutes of the regular meeting held December 11, 2017. Seconded by Ms. Ford and approved by voice vote.

**2. Appearance by Transfer Station & Recycling Center employees regarding winter preparation and facility safety**

Transfer Station/Recycling Center Supervisor Bruce Marston, and Transfer Station Attendants Daniel Ehlers and Donald Nelson, appeared and discussed concerns about the Transfer Station/Recycling Center. Mr. Marston presented a document entitled “Transfer Station Needs” and spoke about the eight numbered points listed therein. These primarily relate to interaction between the Transfer Station/Recycling Center and the Highway Department due to the proximity of the facility to the sand and gravel pit, and specific services provided by the Highway Department for the Transfer Station/Recycling Center (e.g. winter maintenance of the road and parking lot, packing down dumpsters, disposal of refrigerators and A.C. units). Mr. Marston stated that in some cases the Transfer Station/Recycling Center is not receiving the services required, or not receiving them in a timely manner. Road Foreman Mark Chase spoke, indicating the processes performed by the Highway Department for the Transfer Station/Recycling Center in the context of their other activities, responding to some of Mr. Marston’s specific concerns, and asking the Board if they would like him to change the Highway Departments processes. Discussion ensued between Transfer Station/Recycling Center staff, Road Foreman Mark Chase, and the Board.

**3. Correspondence from Jeffery Riley, Fire District #2 Prudential Committee member, regarding resignation from Prudential Committee, and future of Fire District**

Mr. Roberts read two letters from Mr. Riley. The first, dated December 20, 2017, indicates that Mr. Riley will resign as a member of the Prudential Committee effective January 18, 2018, due to health reasons. The second, dated January 5, 2018, indicates that all three members of the Prudential Committee will either resign or not seek re-election at the Fire District’s annual meeting on January 17, 2018. This letter suggests that at that meeting the Prudential Committee may cease to exist, and that the Selectboard should consider assuming operation of the village water system and other fire district services. Lisa Bowden, Treasurer of the fire district, appeared and discussed her perspective on the situation. She indicated that she will remain Treasurer until the annual meeting, and is willing to serve beyond that time if the fire district remains a viable entity. She indicated that she will be unable to pay bills after that date if she does not have a Prudential Committee to authorize payments. She, nor anybody else, would be authorized to bill water charges or maintain the water system. Ms. Bowden has contacted the State of Vermont, who suggested that the Selectboard may be able to authorize Ms. Bowden to pay fire district obligations if the Prudential Committee is vacant. Barnet Village resident Kevin Daniels suggested that it may be helpful if a member of the Selectboard attends the annual

meeting on January 17. Ms. Ford indicated that she has investigated the process for dissolving a Fire District: it is complex and requires action by the fire district, not just the Selectboard. Discussion ensued.

- The Board agreed that one of their members would be in attendance at the fire district annual meeting on January 17, 2018.

#### **4. Appearances by members of the public**

##### **a. Appearance by resident Steven Larocque regarding Passumpsic Fire District.**

Mr. Larocque appeared to discuss the Passumpsic Village Fire District. He indicated that his mother, Beverly Larocque, is the Treasurer. She is now above 80 years of age; she is happy to continue as treasurer, but wishes to draw back from some of the other administrative and executive tasks she has performed over the years. Mr. Larocque indicated that the fire district is lacking volunteers to fill required positions. Discussion ensued.

- The Board indicated that they discussed this subject at their December 11, 2017 meeting, and that Mr. Roberts will discuss this matter with the St. Johnsbury Water Department, in accordance with the decision at that meeting.

#### **5. Consideration of status of Church Street black locust tree**

Residents Rachel Kittredge and Charles Smitha appeared to discuss this matter. Mr. Roberts indicated that he had followed through with the Board's decision regarding this matter at their December 11, 2017 meeting. He contacted the power company about the tree, and they proceeded with their process to cut down the tree. The power company, however, was alerted by the neighbor, Mary Jane Sheerin, that the tree was on her property, not on the property of Rachel Kittredge. Ms. Sheerin did not wish for the tree to be cut down, and the power company would not cut down the tree without consent of the owner. Mr. Roberts indicated that although the tree is in the Town's right-of-way, the Town does not have the right to cut down trees without consent of the owner of the property. Discussion ensued.

#### **6. Appearance by Road Foreman Mark Chase regarding Highway Department matters**

- Schoolhouse Road resident comment.** Ms. Ford indicated that she had received a comment from a resident on Schoolhouse Road indicating that the Highway Department has done a great job maintaining the road this winter.
- Unnamed McIndoe Falls road – Town Highway #116.** Mr. Chase provided an update regarding this matter, which was discussed at the December 11, 2017 meeting. The State is investigating, but has not yet provided any certain answers to the Town. The Highway Department has changed their plowing practice for this road per the Board's instruction at their December 11, 2017 meeting.
- Routine maintenance.** Mr. Chase reported that the Highway Department has been spending the majority of its time performing routine winter maintenance, including plowing, salting, sanding, thawing frozen culverts, and maintaining equipment.

#### **7. Consideration of proposed reappraisal agreement from NEMRC**

The Board reviewed the proposed agreement. The terms are the same as the proposal agreed to by the Board at their September 25, 2017 meeting.

- The Board signed the contract.

#### **8. Consideration of proposals for 2018 tax anticipation borrowing**

The Board reviewed bids for tax anticipation borrowing for calendar year 2018. Bids received are summarized below.

	<b>Loan Amount</b>	<b>Loan Rate</b>	<b>Deposit Rate</b>	<b>Line of Credit Rate</b>
Community National Bank	\$320,077.85	2.85%	3.10%	2.25%
Passumpsic Savings Bank:	\$320,078	1.95%	2.30%	1.30%
Union Bank:	\$320,077.85	1.69%	1.80%	1.75%

Treasurer Benjamin Heisholt presented an analysis of anticipated interest costs and earnings for each of the bids. Mr. Heisholt recommended that the Board accept the bid of Union Bank. Discussion ensued.

- Mr. Bunnell moved to accept the bid of Union Bank for a lump-sum loan of \$320,077.85 at a rate of 1.69% with reinvestment of proceeds in a deposit account with a rate of 1.80%. Seconded by Ms. Ford and approved by voice vote.

### **9. Consideration of adoption of procurement policy**

Ms. Ford indicated that the aquatic nuisance control grant the Town has received for the Harvey's Lake boat monitoring program requires that the Town have a procurement/purchasing policy. The Town does not currently have such a policy. The Board reviewed the Vermont League of Cities & Towns' model purchasing policy. Discussion ensued.

- The Board agreed that it will review the model policy in detail and discuss at the next Board meeting.

### **10. Consideration of Town Meeting warning article relating to CALEX funding method**

The Board reviewed an email from Town Clerk Benjamin Heisholt inquiring about Board's intention for the 2018 town meeting warning regarding ambulance service funding. Discussion ensued.

- The Board agreed to request that Town Agent Steven Adler draft language for an article on the 2018 town meeting warning that would ask the voters if they wish approve funding of an ambulance service through a contract, but leave to the Board the authority to negotiate the terms of the contract.

### **11. Consideration of 2019 tax map maintenance proposal from CAI Technologies**

The Board reviewed the 2019 proposal and contract. Terms of proposal and contract are the same as the 2018 proposal and contract; the cost to the Town is \$2,225.

- The Board signed the contract.

### **12. Correspondence from Vermont Agency of Transportation regarding 2018 Certificate of Highway Mileage**

The Board reviewed a letter and attached instructions regarding the Town's annual obligation to report on the mileages of various classes of roads.

- The Board signed the Certificate as indicating that there were no changes in mileages from the previous year.

### **13. Correspondence from Northeastern Vermont Development Association regarding Local Emergency Operations Plan**

Ms. Ford reported that she has now completed the requisite online coursework to move forward with adopting the Local Emergency Operations Plan. She indicated that she expects to have more information about the adoption of the plan at the next meeting.

### **14. Correspondence from Vermont Department of Taxes regarding 2017 Equalization Study results**

The Board read a letter indicating the following results of the study, as summarized below:

Education Grant List (from 411):                      \$248,341,497

Equalized Education Grand List (EEGL): \$224,696,769  
Common Level of Appraisal (CLA): 110.52% or 1.1052  
Coefficient of Dispersion (COD): 17.41%

Discussion ensued.

**15. Correspondence from Vermont Department of Environmental Conservation regarding Shoreland Permit Application of Karla M. Cornelius Revocable Trust for project on Harvey's Lake**

The Board reviewed an email and attached approved permit.

**16. Correspondence from Tech Environmental regarding Act 250 hearing for application of Green Mountain Power for project along Kitchel Hill Road**

The Board reviewed an email and attached letter regarding Tech Environmental's Recess Order response and attendant Request for 250 Jurisdictional Determination.

**17. Correspondence from United States Federal Energy Regulatory Commission regarding Order Amending License, Revising Annual Charges, and Approving As-Built Exhibit A for Great River Hydro, LLC**

The Board reviewed an order regarding the filing of photos of new nameplates for the rehabilitated units at the Comerford and Moore developments and an as-built Exhibit A.

**18. Correspondence regarding animal control matters**

The Board reviewed an animal control complaint form received from Diane Thompson regarding animals owned by Amber Bradley and Billy Noyes, and subsequent correspondence regarding the complaint form from Town Agent Steven Adler. Discussion ensued.

- The Board agreed to request that Mr. Adler send correspondence to the owners of the animals that are the subject of the complaint, and to the landlord of the rental property where they are kenneled or at certain times are housed, warning that a \$500 per-incident penalty will be assessed if the animals are not licensed or are off the owner's property without a lease.

**19. Other business**

No other business was discussed.

**20. Outstanding check warrants**

The Board reviewed and approved all outstanding check warrants.

**21. 2018 budget discussion**

The Board continued its discussion of the the 2018 budget, making several revisions to individual line items.

**22. Adjournment**

Mr. Bunnell moved to adjourn the meeting. Seconded by Ms. Ford and approved by voice vote. Meeting adjourned at 9:40 p.m.

*A true copy.*

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