

# DRAFT

## MINUTES – REGULAR SELECTBOARD MEETING TOWN OF BARNET, VERMONT MONDAY, JUNE 13, 2016

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 Mark Chase, Town Clerk Benjamin Heisholt, and Zoning Administrative Officer Shirley Warden.

### 1. Approve minutes of regular meeting held May 23, 2016

Mr. Bunnell moved to approve as presented the minutes of the special meeting held May 23, 2016. Seconded by Ms. Ford and approved by voice vote.

### 2. Appearances by members of the public

There were no appearances by members of the public.

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

a. **Comerford Dam Road culvert beaver dam.** Mr. Chase reported that beavers have dammed a culvert on Comerford Dam Road. Discussion ensued.

- The Board instructed Mr. Chase to hire a trapper to remove the beaver(s), allowing a maximum expenditure of \$100.

b. **Glenn Fearon vacation.** Mr. Chase advised the Board that Highway Department employee Glenn Fearon would be on vacation during the week of June 19, 2016 to June 25, 2016.

c. **Barnet Center Road box culvert.** Mr. Chase reported that the box culvert installation will commence on June 20. Barnet Center Road from its intersection with Little France Road to its intersection with Joe's Brook Road is expected to be closed from June 20 to approximately June 24.

- The Board requested that Mr. Chase arrange for advertising in the Caledonian-Record. Ms. Ford agreed to arrange for a notice to be posted on the Town of Barnet Community Facebook page.

d. **Anderson Street new driveway.** Mr. Chase spoke about a new driveway that was installed on Anderson Street without a permit. Mr. Chase believes that the property to which the driveway leads is owned by Jared Bradley. In Mr. Chase's opinion the new driveway is not well-located for drainage, and has an inadequate culvert. Discussion ensued.

- Mr. Bunnell agreed to meet with Mr. Chase at the site and to attempt to speak with the landowner.

e. **Consideration of paving quotes from Pike Industries, Inc.**

The Board reviewed a revised quote for three paving projects, as discussed at the previous Board meeting. This quote is for two projects on West Barnet Road (\$62,920 each) and one on Barnet Center Road (\$80,795) totaling \$206,635. The Board also reviewed a quote for paving a section of Roy Mountain Road near the Harvey's Lake public boat access totaling \$39,872.40. Discussion ensued.

- Mr. Bunnell moved to sign both quotes. Seconded by Dylan Ford and approved by voice vote. Mr. Roberts signed the quotes.

f. **Pit gravel stripping.** Mr. Chase reported that Daryl Mathews has stripped 10,000 yards of gravel thus far. Discussion ensued.

- The Board instructed Mr. Chase to request that Mr. Mathews continue stripping gravel.
- g. Better Roads Grants.** Mr. Chase indicated that the Town had not received a response regarding approval of applications for two Better Roads grants. Because June 1 was the deadline for grant approvals it is unlikely that the Town's applications will be approved.

#### **4. Consideration of bids for 2016 gravel crushing and sand screening**

The Board opened and reviewed bids, which are summarized as follows:

- Sand screening: 6,500 cubic yards ½ inch screened sand
  - Chief Crushing & Excavation, Inc.: \$2.15 per yard
  - J.A. McDonald, Inc.: No bid submitted
- Gravel crushing: 10,000 cubic yards 1-inch crushed gravel (square screen), and 1,000 cubic yards 1 ½ inch clean stone
  - Chief Crushing & Excavation, Inc.: \$5.39 per yard
  - J.A. McDonald, Inc.: \$6.18 per yard

Mr. Bunnell moved to accept the bids of Chief Crushing & Excavation, Inc. for sand screening and for gravel crushing. Seconded by Ms. Ford and approved by voice vote.

#### **5. Correspondence from Vermont Agency of Transportation regarding Town Highway Structures Grant Agreements**

The Board reviewed State of Vermont Standard Grant Agreements for projects on Garland Hill and Town Forest Road.

- With the Board's approval Mr. Roberts executed the agreements.

#### **6. Correspondence from Vermont Agency of Transportation regarding annual financial plan**

Mr. Roberts read a cover letter, and the Board reviewed the attached financial plan, as prepared by the Selectboard and Shauna Clifford of the Vermont Agency of Transportation and based on the 2016 Highway Department budget. A total of \$1,270,802 in expenditures is budgeted.

- The Board signed the plan.

#### **7. Correspondence from Planning Commission/Zoning Board regarding nomination for appointment of Board member**

Mr. Roberts read a letter indicating that the Planning Commission has nominated George Pierce and Mark Bowen for the Planning/Zoning Board. Planning Commission/Zoning Board Secretary Shirley Warden appeared, and advised that the four-year terms of George Pierce and Jonathan Carpenter are due to expire July 1, 2016. George Pierce has agreed to serve another term, whereas Jonathan Carpenter has declined. Discussion ensued.

- Mr. Bunnell moved to re-appoint George Pierce, and appoint Mark Bowen to four-year terms on the Planning Commission/Zoning Board commencing July 2, 2016. Seconded by Ms. Ford and approved by voice vote.

#### **8. Correspondence from Fred's Energy regarding contracts for fuel purchase**

The Board reviewed a fixed price contract for delivery of #2 heating oil at \$2.10 per gallon, and a fixed price contract for delivery of propane at \$1.45 per gallon.

- With the Board's approval Mr. Roberts executed the contracts.

#### **9. Consideration of investment of reserve funds**

Treasurer Benjamin Heisholt presented two spreadsheets, per the Board's request for numerical data to aid with a decision about the portion of the Reserve Fund to invest in equity and bond markets. The first spreadsheet gave historical data regarding the overall monthly Reserve Fund balance over the past three years. The average balance has been \$793,621, and minimum balance \$642,700, and the

maximum balance \$929,668. The second spreadsheet proposed a possible split in the Reserve Fund, listing individual reserve accounts within each fund as invested in either the money market/ICS account, or in the bond/equity market. Discussion ensued.

- Mr. Bunnell moved to invest a total sum of \$250,000 from the Reserve Fund in the bond/equity market with Passumpsic Financial Advisors (PFA), with no reference to individual accounts within the Reserve Fund, and to invest these funds in accordance with the recommendations provided by PFA representative Dirk Elston at the May 23, 2016 Board meeting. Seconded by Dylan Ford and approved by voice vote.

#### **10. Consideration of back-up of computer data at Town Offices**

Town Clerk Benjamin Heisholt indicated that during a recent visit to the Town Clerk's Office by RB Technologies, some deficiencies in the Town's data back-up procedures were noted. The Listers' NEMRC CAMA database, which represents the majority of the Listers' data, is not a part of the daily off-site back-up performed by NEMRC. An additional annual fee of \$500 is charged to include CAMA in the daily back-up. Also, all non-NEMRC data is not backed up off-site at all. RB Technologies recommended a cloud back-up service provided by the company Dr. Back-Up. Fees for this service will likely range from \$60 to \$100 monthly, depending on total amount of compressed data. Discussion ensued.

- Ms. Ford moved to contract with NEMRC for daily CAMA back-up and with Dr. Back-Up for back-up of all data, including non-NEMRC data.

#### **11. Correspondence from Lincoln Applied Geology regarding request for reimbursement of costs for monitoring at former Passumpsic Village Store**

The Board reviewed invoices relating to groundwater monitoring at the former Passumpsic Village Store (totaling \$2,113.50) and signed the attached Request for Reimbursement Form.

#### **12. Correspondence from CAI Technologies with 2017 tax map maintenance proposal and contract**

The Board reviewed proposal and contract. Terms of proposal and contract are the same as the 2016 proposal and contract.

- The Board signed the contract.

#### **13. Correspondence from CALEX Ambulance regarding change in bylaws**

The Board read a letter and reviewed the attached bylaws copy. Two changes were made to the bylaws: one relating to the definition of the New Hampshire director, and one relating to a three-month introductory period for directors.

#### **14. Correspondence from Vermont Department of Environmental Conservation regarding request for Lake Encroachment Permit of Nancy Slayton at 301 Slayton Lane**

The Board read an email and reviewed the attached application requesting approval for replacing an existing wall with a boulder wall located within the public waters of Harvey's Lake. Discussion ensued.

#### **15. Correspondence from Downs Rachlin Martin PLLC regarding Vermont Transco LLC and New Cingular Wireless PCS, LLC d/b/a AT&T Mobility Petition for Certificate of Public Good for project on West Barnet Road**

The Board reviewed a letter and several attachments documenting equipment specifications for the solar equipment proposed for the project. Discussion ensued.

**16. Applications for Uniform Municipal Excess Weight Permits**

The Board reviewed and approved the fleet applications of Beacon Sales Acquisitions, Inc., Chief Crushing & Excavation, Inc., and Chief Logging & Chipping Services, Inc.

**17. Other business**

- a. **Goss mud bogs.** Mr. Roberts discussed his communications with Julie Berwick, liaison for the Goss mud bog events, about scheduled 2016 mud bogs.

**18. Outstanding check warrants**

The Board reviewed and approved all outstanding check warrants.

**19. Adjournment**

Mr. Bunnell moved to adjourn. Seconded by Ms. Ford and approved by voice vote. Meeting adjourned at 8:15 p.m.

*A true copy.*

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